Our Clean uk



CLEANING GOURSE





2025

www.ourcleanuk.com

Manual for Clean UK Self-Employed Domestic Cleaners

Emphasizing Brand Guidelines by CEO Charles Rudd

- **Introduction by CEO Charles Rudd**
- > *"Our brand is a promise of trust, excellence, and reliability. As a Clean UK cleaner, you are the face of our company. Adhering to our brand guidelines ensures consistency, professionalism, and client loyalty. Together, we uphold a reputation that sets us apart."*

- **1. Brand Guidelines: The Foundation of Our Identity**
- **1.1 Visual Identity**
- **Uniforms:** Wear Clean UK-branded attire (logo, colors) at all times.
- **Materials:** Use only approved marketing tools (e.g., invoices, business cards) with our logo and fonts.
- **Vehicles: ** If used for work, ensure they display Clean UK decals (if applicable).
- **1.2 Tone of Voice**
- **Communication:** Be polite, clear, and professional in all interactions (verbal/written).
- **Social Media:** Tag @CleanUK and use hashtag #CleanUKExcellence when sharing approved content.
- **1.3 Professionalism**
- **Punctuality:** Arrive 5 minutes early. Notify clients immediately if delayed.
- **Confidentiality:** Never share client details or photos of their homes.

- **2. Operational Standards**
- **2.1 Cleaning Protocols**
- Follow **Daily/Deep Clean Checklists** (see Appendix B) for kitchens, bathrooms, and living areas.
- **Attention to Detail:** Dust baseboards, sanitize high-touch surfaces, and align items neatly.
- **2.2 Customization**
- Adjust tasks per client agreements while maintaining core standards.

- **3. Client Interaction**
- **3.1 Communication**

- Confirm appointments 24 hours in advance.
- Use scripts for common queries (e.g., *"We use eco-friendly products approved by Clean UK"*).

3.2 Feedback & Complaints

- Resolve issues calmly; escalate unresolved concerns to management.
- Encourage reviews on Clean UK platforms.

- **4. Health & Safety**
- **4.1 Compliance**
- Adhere to UK regulations (COSHH, GDPR).
- **PPE:** Wear gloves and masks when needed.

4.2 Chemical Safety

- Use only approved products (see Appendix C). Store chemicals securely.

- **5. Tools & Equipment**
- Use Clean UK-provided or approved eco-friendly products.
- Report faulty equipment immediately.

- **6. Reporting & Documentation**
- Submit digital timesheets via the Clean UK portal.
- Document client feedback and incidents.

- **7. Compliance & Accountability**
- **Audits:** Random checks ensure guideline adherence.
- **Consequences:** Violations may result in contract review.
- **Recognition:** Exemplary adherence rewarded publicly.

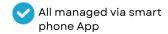
Conclusion

Your commitment to Clean UK's brand guidelines directly impacts our success. By embodying our values, you elevate both your reputation and ours.

***Version 1.0	© Clean UK 2023*









Customer designs specifics for each cleaning task Ongoing updates



Safe online payment & security screened agents

AGENT APPLY

SELF EMPLOYED SME BACKED BY OUR GROUP BRAND

- Required are
- DBS valid
- Liability Insurance
- 2 References
- 2 photos
- online application

ABOVE MINIMUM WAGE PAID

Ourclean@reborn.com



Leeds



LAUNDRY & IRONING

- Easy to use with onetouch operation
- Prompt and reliable agents for years to come
- GPS job monitoring
- Block booking discount







CLEANING LAUNDRY IRONING

- Driveway clean
- patio clean
- gutter clean
- windows in and out
- oven clean
- carpet & upholstery
- fridge freezer clean











Our Website www.ourcleanuk.com



Our E-mail ourclean@reborn.com

OUR CLEAN UK

LeedsL



Our safe payment

Leeds App based cleaning agent







Book your bespoke cleaning agent for your future home assistance both inside and out the home











App based based platform

OUR GROUP UK





















We go above and beyond

We've set a new standard for thorough and thoughtful service. You don't just get a quality clean - you get a Housekeep quality clean. Here's what's included:



Kitchen

- ✓ Wash dishes / load dishwasher
- ✓ Dust and wipe all surfaces
- ✓ Wipe exterior of cupboards
- ✓ Clean microwave
- ✓ Wipe switches & handles
- ✓ Scrub the hob
- ✓ Wipe the countertops
- ✓ Clean the sink
- ✓ Put away clean dishes
- ✓ Take out rubbish & recycling
- ✓ Vacuum and mop floors



Bathroom

- ✓ Clean the toilet
- ✓ Scrub shower, bath and
- Clean cabinet exteriors, mirrors and fixtures
- ✓ Wipe switches & handles
- ✓ Empty rubbish bins
- ✓ Vacuum and mop floors



Living Area

- Dust and wipe all accessible surfaces
- ✓ Wipe switches and handles
- ✓ Clean mirrors
- ✓ Empty rubbish bins
- ✓ Vacuum and mop floors





Customise your clean

Oven cleaning, inside the fridge, laundry, ironing, doing the dishes – your wish is our command. Add extra tasks in seconds through your online

Find your cleaner



Special requests?





NOT YOUR ORDINARY COMPANY

Our Clean UK is part of the Our Group founded by Charlie Rudd 2020 specifically Our Clean UK is beginning it's journey into Leeds providing a App based cleaning service which is currently leading the way in Yorkshire for an Indipendant branded cleaning service with this technology.

we have the solution and software which is integrating artificial intelligence and a simple updated method for both the cleaning agents and also the customer.

with most people dreading home chores, the stress of sourcing trusted professional quality people to work around your busy work and family life is not only time consuming but something that 1-3 people today outsource home help

secondly those who are wanting to create a self employed cleaning business but have no capital no Customers no means of competing with others to get a high enough ranking on Google where you will be noticed and no disposable income to create all the websites databases PR HR etc to hit the road with revenue fetching home a profit

What we offer is a platform for both the customer and the cleaning agents to host their skills, availability, details and specifics giving us the opportunity to match everyones requirements exactly in order to fulfill and execute resulting in long happy professional relationships and operating excellence at the highest quality level all round.

If your a customer then via the app and your account we analyse your criteria and fit contractors so we make your life run smoothly we provide value bonuses loyalty schemes rewards and much more than a cleaning business

A cleaning agent who has the opportunity to work for a leading brand with multi million pounds marketing and advertising budget cleaning residential jobs everyday designed around your requirements with no costs to yourself no products, no materials no media website social media accounts phone or sallery to find.

No stress sing responsibility of accounts all required is just what your applying for and your skills cleaning, your building a customer base with the hand of the brand taking you strongly and offering you apportunities that you feel that you can handle or model till not explore with our clean guiding and memoring you to financies ownership in Harthy you with







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Document 5



Team Training 04 Nov 2024/ Leeds

Attendees

New agents

Agenda

Guidelines

1. WhoareWeasadivisionandgroup

What is a Brand.

