

Date: Nov 27, 2024

Project Name: Citibank 13th Floor Sky Tower DMC Karachi

Project Management: Savills Pakistan

Main Contractor: IK Associates

MEP Contractor: Pioneer Engineering Services

**Method Statement for proper cleaning of the Duct to prevent dust Accumulation in the IT Room.**

**1. Scope of Work**

* Removal of the grills to allow access to the duct.
* Thorough cleaning of the duct to eliminate accumulated dust and debris.

**2. Health and Safety Considerations**

* All personnel involved in the work will be trained and familiar with safety procedures.
* Any electrical equipment near the work area should be isolated to prevent accidents.

**3. Methodology**

**3.1. Removal of Grills**

* Identify the location of the grills to be removed.
* Using appropriate hand tools (e.g., screwdrivers, power drill), carefully remove the grills without damaging the surrounding structure.

**3.2. Duct Cleaning**

* Once the grills are removed, visually inspect the ducting for the extent of dust or debris accumulation.
* Use vacuum cleaners or dust extraction equipment to remove dust and dirt from the ducts If applicable, wipe down the internal surfaces of the duct with cloths.

**4. Completion and Handover**

* Upon completion of the work, the site will be left clean and tidy.