

Imperial College London has various hazardous and sensitive areas. Controlling access to these is extremely important.

A simple colour coding system operates within the College identifying 3 different types of areas. These areas are labelled through small signs placed above door handles.

Information on these signs and what these mean to you as cleaners are described in this leaflet.

Low risk areas are not colour coded however any other signage must always be obeyed.

## Imperial College London

This is one in a series of leaflets on Access Control aimed at different sectors in the College.

Leaflets available include information for:

***Maintenance staff and their  
contractors***

***ICT staff and their contractors***

***Security personnel***

***Cleaning Supervisors***

Further information is also available online at  
[www3.imperial.ac.uk/safety/guidanceandadvice/  
accesscontrol](http://www3.imperial.ac.uk/safety/guidanceandadvice/accesscontrol)

or by contacting your DSO/FSM or the Safety  
Department

IMPERIAL COLLEGE LONDON  
Safety Department, South Kensington Campus, Exhibition Road  
T: 020 7594 9423 F: 020 7594 9424  
E: [safetydept@imperial.ac.uk](mailto:safetydept@imperial.ac.uk)

Imperial College  
London

## ACCESS CONTROL

### INFORMATION FOR CLEANERS





Areas with no colour code

## Where will you see these signs?

On doors to very dangerous or highly secure areas.

On doors to dangerous or secure areas such as laboratories.

General areas such as offices and corridors are not colour coded as they are not usually dangerous.

## What do these signs mean to you?

Do not enter areas marked with these signs unless your supervisor has told you to do so.

**THERE IS NO ROUTINE CLEANING OF THESE AREAS. CLEANING IS BY SPECIAL ARRANGEMENT ONLY.**

Regular cleaning of these areas will be required but you must only do what you have been told to do by your supervisor.

These are low risk areas such as offices and corridors. The cleaning procedures are as described by your supervisor.