

# How clean is the air at your workplace?

An air quality assessment is good for business. Dirty indoor air can cost companies a lot of money in broken machinery, staff absenteeism and dirty goods.



What it is all about

# Air quality assessment

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We often hear about outdoor air pollution and the impact that fine dust, diesel fumes and industrial smoke have on our environment. But we need to pay attention to indoor air pollution too. Believe it or not, most factories and warehouses have worse indoor air quality than outside!



# Why does indoor air quality matter for your business?

## + Healthy employees

- Failing to monitor the air quality in your facility on a regular basis can cost your business in more ways than one.
- Dirty air can compromise your employees' health which leads to absenteeism, reduced productivity and thus, less profit.

## + No downtime

- Dirty air affects how well your machinery and equipment function.
- Dust that is allowed to accumulate and settle on machinery can cause malfunctions and breakdowns.
- This results in unscheduled downtime and unplanned maintenance – both of which cost your business more than what was forecast in the budget.

## + Clean image

- If the air inside your facility is very dusty, then your goods will be dusty too.
- Dust has to settle somewhere – and your machinery and employees are not the only targets.
- Goods in storage, no matter how well-packed, will soon look dirty.
- If you send goods that are in poor condition, out for delivery your corporate image and reputation will suffer.



Dust is a perennial problem that affects even the most well-run facility. **And you need to bust the dust.**

To keep it as easy as possible, use the following checklist to make sure you conduct a proper air quality assessment that covers all the basics and more.

Not every item on our checklist will be relevant for your business. However, it covers everything that you need to be aware of in order to keep your facility in good shape and your indoor air quality up to standard.

# Air quality assessment checklist

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## 1. General building considerations

- Check that your temperature and humidity levels are maintained at a consistent level. Spikes in indoor air temperature can lead to mould or mildew and affect air quality.
- Make sure that all air supply, ventilation units and exhaust vents are clear of obstructions and working properly so that air can circulate freely.
- Watch out for suspicious odours, mildew and signs of water damage – all indicate poor air quality.
- Check for evidence (nests and droppings) of rodents and insects as their presence is harmful to air quality and general health standards.
- Tell all smokers to smoke outside and ban indoor smoking.
- Clean up any flaking or peeling paint-work.
- Don't forget to check the condition of your facility's roof when you conduct a full building audit!

## 2. Maintenance supplies

- Only use chemicals with adequate ventilation.
- Ensure that all portable fuel containers are kept closed and stored safely.
- Keep equipment and machinery regularly serviced and maintained in line with manufacturers' guidelines.

# Air quality assessment checklist

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## 3. Ground level

- All working areas including offices and factory floors, need to be dusted and cleaned regularly. Is there a cleaning schedule in place? If so, is it being managed efficiently?
- Make sure that all rubbish disposal areas and dumpsters are located far from doors, windows and air vents.
- Check for any potential air contaminants near your facility such as chimney stacks, industrial plants or exhausts from nearby buildings.
- Keep areas near air vents clear of vehicles.
- Make sure the shipping and receiving areas don't leave dock doors open.
- Reduce pesticide application to the bare minimum.
- Ensure that there is proper drainage away from the building to prevent mould and water damage.

- Arrange sprinklers so that they spray away from the building and any air vents.

- Put doormats at all exterior entrances and make sure they are cleaned regularly.

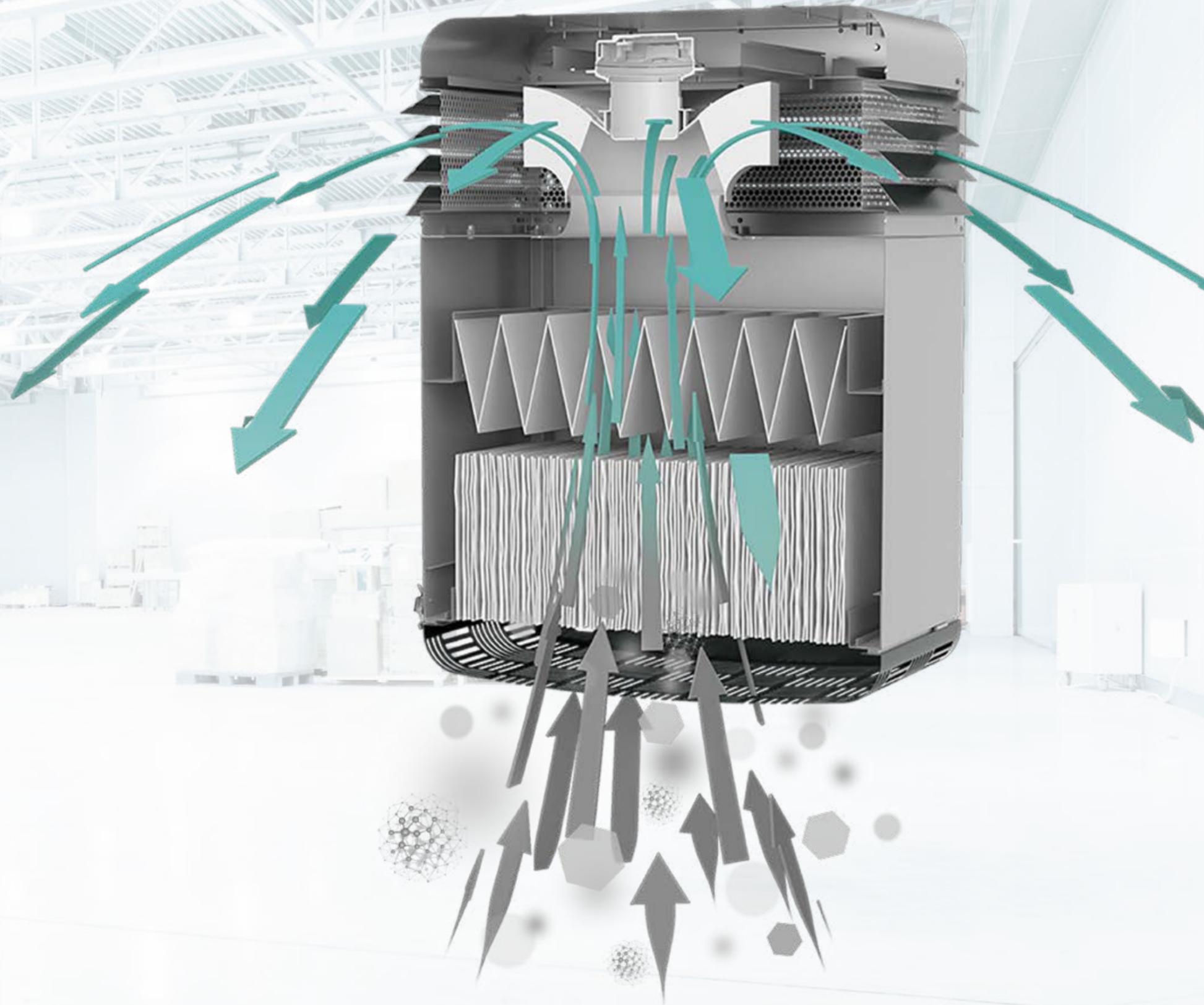
## 4. Combustion appliances

- Check for leaks, odours, disconnections and deterioration.
- Make sure that all combustion appliances have flues or exhaust hoods.
- Ensure that there is no soot build-up inside or outside the flues.

## Keep your dust levels under control

Of course, there is no “one size fits all” approach to conducting an indoor air quality assessment. Each company needs to review their production schedule and work out when it’s best for them. However, we recommend combining it with your internal audit.

Besides, Zehnder Clean Air Systems can help keep your dust levels under control by filtering and circulating your indoor air. With Zehnder by your side, you’ll pass your air quality assessment with flying colours – and keep your business running efficiently and cost-effectively.



     **#startwithcleanair**  
info@zehnder-cleanairsolutions.com · www.zehnder-cleanairsolutions.com

