

# Digital Asset Hygiene Services

Service Overview - Workplace Technology Hygiene (External, Non-intrusive)

No system access. No logins. No data handling. Appearance and presentation maintenance only.

## What we do

We provide scheduled, external cleaning and appearance maintenance for workplace technology assets. The goal is simple: reduce smudges, dust and grime so devices present professionally and are comfortable to use.

## What we clean (external surfaces)

- Computer monitors and screens (external surface only)
- Keyboards and mice (external surfaces and edges)
- Desk phones and handsets (external surfaces)
- Shared devices and touch points (external surfaces)
- Meeting room equipment (controllers, remotes, shared touch points)
- Reception and front counter technology (external surfaces)

## How we work

- 1) Site check: confirm access, timing (after-hours available), and any restricted areas.
- 2) Protected process: device-safe materials, gentle technique, and clean separation between screen kit and surface kit.
- 3) Documentation: short service report and client sign-off for every visit.
- 4) Schedule: one-off refresh or recurring service (monthly or quarterly).

## Exclusions and no-access policy

- No repairs, troubleshooting, or IT support
- No opening devices, disassembly, or internal cleaning
- No cleaning inside ports or pushing liquids into openings
- No logins, no system access, no data handling

## Pilot packages (fixed fee)

- Pilot A: \$249 + GST - up to 10 workstations (1 site, 90 minutes).
- Pilot B: \$399 + GST - up to 20 workstations + 1 meeting room touch points.
- Pilot C: \$599 + GST - up to 35 workstations + reception + up to 2 meeting rooms.

## Ideal sites

Councils (offices, libraries, community centres), health services (clinics and admin areas), corporate offices and shared workspaces.

## Contact

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