

Chemical Store

Code: ANCMF-AU-ACF-CS-02 • Facility: Aged Care Facility • Frequency: daily

Scope of Work

- Dust all surfaces, including shelves and containers.
- Sanitize all high-touch surfaces, including door handles and light switches.
- Mop the floor with an appropriate disinfectant solution.
- Wipe down all containers and ensure they are free from spills and residues.
- Remove any cobwebs from corners and ceilings.
- Ensure all cleaning agents are stored correctly and securely after use.

Method

1. Begin by dusting all surfaces using a microfiber cloth to capture dust particles effectively.
2. Use a disinfectant spray on high-touch surfaces and wipe with a clean cloth.
3. Prepare a mop bucket with a disinfectant solution and mop the floor, ensuring all areas are covered.
4. Wipe down all chemical containers with a damp cloth to remove any spills or residues.
5. Inspect corners and ceilings for cobwebs and remove them using an extendable duster.
6. Check that all cleaning agents are returned to their designated storage areas and secured properly.

Equipment

- Microfiber cloths
- Disinfectant spray
- Mop and bucket
- Extendable duster
- Protective gloves

Quality Criteria

Excellent	All surfaces visibly clean, no dust, stains, or debris. Pleasant appearance with no odors. All cleaning tasks completed to highest standard.
Good	Most surfaces clean with minimal dust or minor marks. Generally tidy appearance. All major cleaning tasks completed satisfactorily.
Pass	Basic cleaning completed, surfaces generally clean but may have some minor dust or marks. Acceptable standard for routine operations.
Fail	Visible dirt, stains, or debris present. Unacceptable odors or untidy appearance. Cleaning tasks incomplete or inadequate. Requires immediate re-cleaning.