

Lift

Code: ANCMF-AU-EF-L-02 • Facility: Education Facility • Frequency: daily

Scope of Work

- Dust and wipe all interior surfaces including walls, doors, and control panels.
- Sanitise control panels and handrails using appropriate disinfectants.
- Vacuum and mop the lift floor using a colour-coded cleaning system to prevent cross-contamination.
- Clean and polish mirrors and any reflective surfaces to remove fingerprints and smudges.
- Empty and clean rubbish bins, replacing liners as needed.
- Remove any visible rubbish or debris from the lift.
- Ensure lift tracks and thresholds are free from dirt and debris.

Method

1. Prepare the cleaning trolley with all necessary equipment and supplies, ensuring colour-coded cloths and mops are used.
2. Dust and wipe down all surfaces using a microfibre cloth, starting from the top and working downwards.
3. Sanitise control panels and handrails with a disinfectant spray, allowing appropriate contact time before wiping.
4. Vacuum the floor thoroughly, paying attention to corners and edges.
5. Mop the floor with a neutral pH cleaner, ensuring no excess water is left behind.
6. Clean mirrors and reflective surfaces with glass cleaner, using a lint-free cloth for a streak-free finish.
7. Empty rubbish bins, replace liners, and clean the bin exterior with a disinfectant wipe.
8. Inspect the lift for any remaining debris and remove as necessary.

Equipment

- Microfibre cloths (colour-coded)
- Disinfectant spray
- Vacuum cleaner
- Mop and bucket (colour-coded)
- Glass cleaner
- Lint-free cloths
- Rubbish bin liners

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are spotless and free from dust, smudges, and fingerprints. The floor is clean with no visible dirt or debris. Mirrors are streak-free. No unpleasant odours are present.
Good	Minor dust or smudges on surfaces. The floor is mostly clean with minimal debris. Mirrors have slight streaks. No strong odours are present.
Pass	Noticeable dust or smudges on surfaces. The floor has some visible dirt or debris. Mirrors are streaked. Mild odours may be present.
Fail	Surfaces are visibly dirty with dust, smudges, and fingerprints. The floor is dirty with significant debris. Mirrors are heavily streaked. Strong unpleasant odours are present.