

Student Lockers

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

Scope of Work

- Dusting of locker exteriors and interiors.
- Wiping down locker surfaces with a sanitising solution.
- Removal of rubbish and debris from lockers.
- Sanitising of locker handles and frequently touched surfaces.
- Inspection for and removal of any odours.

Method

1. Prepare the cleaning trolley with all necessary equipment and colour-coded cloths.
2. Dust the exterior and interior of each locker using a microfibre cloth.
3. Apply a sanitising solution to a clean cloth and wipe down all locker surfaces, focusing on handles and frequently touched areas.
4. Remove any rubbish or debris found inside lockers and dispose of it in the appropriate rubbish bin.
5. Conduct a final inspection to ensure all surfaces are clean, sanitised, and free from odours.

Equipment

- Microfibre cloths (colour-coded)
- Cleaning trolley
- Disposable gloves
- Sanitising solution
- Rubbish bin liners

Quality Criteria

Performance Level	Criteria
Excellent	All locker surfaces are visibly clean and sanitised, with no dust, debris, or odours present. Handles and frequently touched areas are thoroughly sanitised. No rubbish is left inside lockers.
Good	Locker surfaces are mostly clean with minor dust or debris. Handles and frequently touched areas are sanitised. Minimal odours present. Rubbish is removed.
Pass	Locker surfaces show some dust or debris. Handles and frequently touched areas are partially sanitised. Some odours may be present. Rubbish is mostly removed.
Fail	Locker surfaces are visibly dirty with significant dust, debris, or odours. Handles and frequently touched areas are not sanitised. Rubbish is present inside lockers.