

Ambulance Station

Code: ANCMF-AU-GB-AS-01 • Facility: Government Building • Frequency: daily

Scope of Work

- Dusting all surfaces including desks, shelves, and equipment.
- Vacuuming all carpeted areas and mats.
- Mopping hard floors with appropriate disinfectant solutions.
- Sanitising all high-touch surfaces such as door handles, light switches, and handrails.
- Cleaning and sanitising toilets, sinks, and taps.
- Emptying and sanitising rubbish bins and replacing liners.
- Cleaning windows and glass surfaces for visibility and hygiene.
- Ensuring all cleaning supplies are replenished and stored correctly.

Method

1. Begin with dusting from high to low surfaces to prevent recontamination.
2. Vacuum all carpeted areas using a HEPA-filter vacuum cleaner to minimise airborne particles.
3. Mop hard floors using a colour-coded mop system to prevent cross-contamination.
4. Sanitise high-touch surfaces with hospital-grade disinfectant.
5. Clean toilets and sinks using non-abrasive cleaners and disinfectants.
6. Empty rubbish bins, replace liners, and sanitise bin interiors.
7. Clean windows using a squeegee and glass cleaner for streak-free results.
8. Check and restock cleaning supplies, ensuring proper storage.

Equipment

- HEPA-filter vacuum cleaner
- Colour-coded mop and bucket system
- Microfibre cloths
- Hospital-grade disinfectants
- Non-abrasive cleaners
- Glass cleaner and squeegee
- Rubbish bin liners
- Cleaning trolley

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are visibly clean and free of dust, dirt, and smudges. Floors are spotless with no streaks or residue. High-touch areas are sanitised and free of fingerprints. Toilets and sinks are sparkling with no stains or odours. Rubbish bins are empty, clean, and odour-free.
Good	Most surfaces are clean with minimal dust or smudges. Floors are clean with slight streaks. High-touch areas are mostly sanitised with few fingerprints. Toilets and sinks are clean with minor water spots. Rubbish bins are empty and clean with slight odour.
Pass	Surfaces have some dust and smudges. Floors have visible streaks or residue. High-touch areas have visible fingerprints. Toilets and sinks are clean but have visible water spots or stains. Rubbish bins are empty but have noticeable odour.
Fail	Surfaces are visibly dirty with dust and smudges. Floors are dirty with streaks and residue. High-touch areas are not sanitised and have visible fingerprints. Toilets and sinks are stained with odours. Rubbish bins are full or have strong odour.