

Accessible Toilets

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

Scope of Work

- Thorough cleaning and sanitising of all toilet surfaces, including seats, lids, and bowls.
- Cleaning and polishing of mirrors and taps.
- Emptying and sanitising rubbish bins.
- Refilling of soap dispensers and toilet paper holders.
- Cleaning and sanitising of handrails and grab bars.
- Mopping of floors with appropriate disinfectant.
- Dusting of vents and light fixtures.
- Removal of any visible marks or graffiti on walls and doors.

Method

1. Prepare the cleaning trolley with colour-coded cleaning cloths and appropriate cleaning agents.
2. Wear personal protective equipment as per Australian workplace health and safety requirements.
3. Start by emptying rubbish bins and replacing liners.
4. Apply disinfectant to toilet surfaces and allow dwell time as per product instructions.
5. Clean mirrors and taps using glass cleaner and a microfibre cloth.
6. Sanitise handrails and grab bars with a disinfectant wipe.
7. Mop floors with a disinfectant solution, ensuring no puddles are left.
8. Refill soap dispensers and toilet paper holders.
9. Conduct a final inspection to ensure all tasks are completed to standard.

Equipment

- Cleaning trolley with colour-coded cleaning cloths
- Disinfectant and cleaning agents
- Microfibre cloths
- Glass cleaner
- Disinfectant wipes
- Mop and bucket
- Personal protective equipment

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are spotless, with no visible dirt, marks, or smudges. No odours present. Supplies fully stocked. Floors are dry and streak-free.
Good	Minor smudges or marks on surfaces that are not immediately noticeable. No strong odours. Supplies mostly stocked. Floors are dry with minimal streaks.
Pass	Visible dirt or marks on less than 10% of surfaces. Mild odours present. Supplies are low but available. Floors are mostly dry with some streaks.
Fail	Visible dirt or marks on more than 10% of surfaces. Strong odours present. Supplies are depleted. Floors are wet or heavily streaked.