

Compactor Room

Code: ANCMF-AU-GB-CR-12 • Facility: Government Building • Frequency: daily

Scope of Work

- Remove all rubbish and debris from the compactor room.
- Sanitise all surfaces, including walls, floors, and equipment.
- Dust and wipe down all accessible surfaces.
- Mop floors using appropriate cleaning solutions.
- Ensure all rubbish bins are emptied and sanitised.
- Check for and remove any unpleasant odours.
- Inspect and clean any drains or water outlets.
- Ensure the room is free from pests and report any infestations.

Method

1. Begin by removing all rubbish and debris, placing it in designated rubbish bins.
2. Use a colour-coded cleaning system to avoid cross-contamination.
3. Apply a suitable sanitising solution to all surfaces, allowing appropriate contact time.
4. Dust and wipe down surfaces using microfibre cloths.
5. Mop the floor with a disinfectant solution, ensuring even coverage.
6. Empty and sanitise rubbish bins, replacing liners as needed.
7. Use air fresheners or odour neutralisers to maintain a pleasant environment.
8. Inspect drains and water outlets, cleaning as necessary.

Equipment

- Colour-coded cleaning cloths and mops
- Sanitising solutions
- Microfibre cloths
- Rubbish bins and liners
- Odour neutralisers
- Cleaning trolley
- Personal protective equipment (PPE)

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are visibly clean and sanitised, no dust or debris present, no odours detected, bins are empty and sanitised, floors are spotless and dry.
Good	Surfaces are mostly clean with minor dust, no visible debris, faint odours may be present, bins are empty but not fully sanitised, floors are clean with minor streaks.
Pass	Surfaces have some dust and debris, noticeable odours, bins are not fully emptied or sanitised, floors have visible marks or are damp.
Fail	Surfaces are dirty with visible dust and debris, strong odours present, bins are full or unsanitised, floors are dirty or wet.