

Generator Room

Code: ANCMF-AU-GB-GR-03 • Facility: Government Building • Frequency: daily

Scope of Work

- Dust all surfaces including equipment, ledges, and fixtures.
- Sanitise high-touch areas such as door handles and light switches.
- Vacuum and mop floors using appropriate cleaning solutions.
- Empty and clean rubbish bins, replacing liners as necessary.
- Inspect and clean air vents and filters to prevent dust accumulation.
- Ensure all cleaning activities comply with Australian workplace health and safety requirements.

Method

1. Prepare the area by removing any obstacles and ensuring safety signs are in place.
2. Use a colour-coded cleaning system to prevent cross-contamination.
3. Dust surfaces using microfibre cloths to capture dust effectively.
4. Sanitise high-touch areas with an approved disinfectant.
5. Vacuum floors using a HEPA-filter vacuum cleaner to minimise airborne particles.
6. Mop floors with a neutral pH cleaner suitable for the floor type.
7. Dispose of rubbish in designated bins and replace liners.
8. Inspect air vents and filters, cleaning them with a vacuum or damp cloth as needed.

Equipment

- Microfibre cloths
- HEPA-filter vacuum cleaner
- Colour-coded cleaning trolleys
- Neutral pH floor cleaner
- Approved disinfectant
- Safety signs
- Rubbish bin liners

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are free of dust and marks; floors are spotless and dry; no odours present; high-touch areas are sanitised and visibly clean; rubbish bins are empty and clean; air vents are dust-free.
Good	Minor dust on non-essential surfaces; floors are clean with minimal marks; no strong odours; high-touch areas are mostly sanitised; rubbish bins are emptied but may have minor residue; air vents have minimal dust.
Pass	Noticeable dust on surfaces; floors have visible marks; faint odours present; high-touch areas are partially sanitised; rubbish bins are not overflowing but have visible residue; air vents have visible dust.
Fail	Heavy dust accumulation; floors are dirty and wet; strong odours present; high-touch areas are not sanitised; rubbish bins are overflowing; air vents are clogged with dust.