

Morgue

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

Scope of Work

- Dusting of all surfaces including benches, tables, and equipment.
- Sanitising of all high-touch surfaces such as door handles, light switches, and taps.
- Mopping of floors with appropriate disinfectant solutions.
- Cleaning and sanitising of sinks and drainage areas.
- Emptying and sanitising of rubbish bins.
- Cleaning of windows and glass surfaces.
- Ensuring all cleaning equipment is cleaned and stored correctly after use.

Method

1. Prepare the area by removing any waste and ensuring all surfaces are clear.
2. Dust all surfaces using a microfibre cloth to capture dust particles.
3. Sanitise high-touch areas using a hospital-grade disinfectant.
4. Mop floors using a colour-coded mop and bucket system to prevent cross-contamination.
5. Clean sinks and drainage areas with a suitable cleaning agent to prevent blockages and odours.
6. Empty rubbish bins, replace liners, and sanitise the bin interior and exterior.
7. Clean windows and glass surfaces with a streak-free glass cleaner.
8. Inspect all areas to ensure compliance with quality criteria.

Equipment

- Microfibre cloths
- Hospital-grade disinfectant
- Colour-coded mop and bucket
- Glass cleaner
- Rubbish bin liners
- Personal protective equipment (PPE)
- Cleaning trolley

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are visibly clean and free from dust and stains. No odours present. High-touch areas are sanitised and dry. Floors are spotless and dry. Windows are streak-free. Rubbish bins are empty and sanitised.
Good	Minor dust or stains on surfaces. No strong odours. High-touch areas are sanitised. Floors are clean with minor streaks. Windows have minor streaks. Rubbish bins are empty but not sanitised.
Pass	Noticeable dust or stains on surfaces. Mild odours present. High-touch areas are partially sanitised. Floors have visible streaks. Windows are streaky. Rubbish bins are not empty but not overflowing.
Fail	Surfaces are visibly dirty. Strong odours present. High-touch areas are not sanitised. Floors are dirty or wet. Windows are dirty. Rubbish bins are overflowing.