

Testing Site

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

Scope of Work

- Dusting of all surfaces including desks, chairs, and equipment.
- Vacuuming of carpeted areas and mopping of hard floors.
- Sanitising of high-touch areas such as door handles, light switches, and taps.
- Cleaning and sanitising of toilets and washbasins.
- Emptying and sanitising rubbish bins.
- Cleaning of glass surfaces and windows.
- Ensuring all cleaning activities adhere to colour-coded cleaning systems to prevent cross-contamination.

Method

1. Begin with dusting all surfaces using microfibre cloths to capture dust and allergens.
2. Vacuum carpeted areas using HEPA-filtered vacuum cleaners to ensure air quality.
3. Mop hard floors with a neutral pH cleaner to prevent damage to surfaces.
4. Sanitise high-touch areas using a hospital-grade disinfectant.
5. Clean toilets and washbasins with appropriate cleaning agents, ensuring removal of stains and odours.
6. Empty rubbish bins, replace liners, and sanitise the bin interiors.
7. Clean glass surfaces with a streak-free glass cleaner.

Equipment

- Microfibre cloths
- HEPA-filtered vacuum cleaner
- Neutral pH floor cleaner
- Hospital-grade disinfectant
- Toilet cleaning agents
- Rubbish bin liners
- Streak-free glass cleaner

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are free of dust and marks; floors are spotless with no visible debris; high-touch areas are sanitised with no residue; toilets are clean with no odours; bins are empty and sanitised; glass surfaces are streak-free.
Good	Minor dust on surfaces; floors have minimal debris; high-touch areas are mostly sanitised; toilets are clean with slight odour; bins are empty but not sanitised; glass surfaces have minor streaks.
Pass	Noticeable dust on surfaces; floors have visible debris; high-touch areas are partially sanitised; toilets have visible stains and odours; bins are not emptied; glass surfaces have visible streaks.
Fail	Heavy dust accumulation; floors are dirty with significant debris; high-touch areas are not sanitised; toilets are unclean with strong odours; bins are overflowing; glass surfaces are dirty.