

Water Quality

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

Scope of Work

- Sanitising all water contact surfaces including taps, basins, and surrounding areas.
- Wiping down and disinfecting all accessible surfaces to prevent microbial growth.
- Cleaning and sanitising all water fountains and dispensers.
- Ensuring all rubbish bins are emptied and sanitised.
- Using colour-coded cleaning systems to prevent cross-contamination.
- Maintaining cleanliness of surrounding floors through mopping and vacuuming.

Method

1. Prepare cleaning trolley with appropriate colour-coded cleaning supplies and PPE.
2. Begin with high-touch surfaces, applying disinfectant and allowing appropriate dwell time.
3. Wipe down all surfaces with microfibre cloths, ensuring no residue is left.
4. Sanitise taps and basins, focusing on handles and spouts.
5. Empty and sanitise rubbish bins, replacing liners as needed.
6. Mop floors with a disinfectant solution, ensuring no pooling of water.
7. Inspect all areas for cleanliness and repeat any necessary steps.

Equipment

- Colour-coded microfibre cloths
- Disinfectant solutions
- Cleaning trolley
- Personal protective equipment (PPE)
- Rubbish bin liners
- Mop and bucket
- Vacuum cleaner

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are visibly clean and free from any marks or residue. No odours present. Water contact surfaces are sanitised and dry. Floors are spotless with no debris.
Good	Surfaces are mostly clean with minor marks. No strong odours. Water contact surfaces are sanitised. Floors have minimal debris.
Pass	Surfaces are generally clean but may have some visible marks. Mild odours may be present. Water contact surfaces are mostly sanitised. Floors have some debris.
Fail	Surfaces are visibly dirty with significant marks. Strong odours present. Water contact surfaces are not sanitised. Floors have noticeable debris.