

Boiler Room

Code: ANCMF-AU-H-BR-01 • Facility: Hospitality • Frequency: daily

Scope of Work

- Dust all surfaces, including pipes, ledges, and equipment.
- Sanitise high-touch areas such as door handles and light switches.
- Mop floors with appropriate cleaning solution.
- Remove rubbish and replace bin liners.
- Wipe down walls and equipment exteriors to remove grime and stains.
- Ensure all cleaning activities comply with relevant safety standards.

Method

1. Prepare the area by removing any obstacles and ensuring proper ventilation.
2. Use a colour-coded cleaning system to avoid cross-contamination.
3. Dust surfaces using a microfibre cloth or duster.
4. Sanitise high-touch areas with a disinfectant spray and cloth.
5. Mop the floor using a trolley with a mop bucket and appropriate cleaning solution.
6. Dispose of rubbish in designated bins and replace liners.
7. Wipe down walls and equipment with a damp cloth and cleaning solution.
8. Conduct a final inspection to ensure all areas meet quality criteria.

Equipment

- Microfibre cloths
- Colour-coded cleaning cloths
- Mop and bucket trolley
- Disinfectant spray
- Dusting tools
- Rubbish bin liners
- Personal protective equipment (PPE)

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are free from dust and grime; floors are spotless and dry; no rubbish present; high-touch areas are sanitised and free from smudges.
Good	Minor dust on high surfaces; floors are clean with minimal streaks; rubbish bins are empty; high-touch areas are mostly sanitised.
Pass	Noticeable dust on surfaces; floors have visible streaks; rubbish bins are not overflowing; high-touch areas are partially sanitised.
Fail	Significant dust and grime on surfaces; floors are dirty or wet; rubbish bins are overflowing; high-touch areas are unsanitised.