

Electrical Room

Code: ANCMF-AU-HF-ER-02 • Facility: Healthcare Facility • Frequency: daily

Scope of Work

- Dust all surfaces including equipment, shelves, and ledges.
- Sanitise high-touch areas such as door handles and light switches.
- Vacuum and mop floors using a colour-coded system to prevent cross-contamination.
- Empty rubbish bins and replace liners.
- Inspect and clean air vents and grilles to ensure dust-free operation.

Method

1. Prepare cleaning trolley with appropriate colour-coded cloths and cleaning agents.
2. Dust all surfaces using a microfibre cloth, starting from the highest point and working downwards.
3. Sanitise high-touch areas with a hospital-grade disinfectant.
4. Vacuum the floor using a HEPA-filter vacuum cleaner.
5. Mop the floor with a damp mop and neutral detergent, ensuring no excess water is left on the floor.
6. Empty rubbish bins, replace liners, and ensure bins are clean and odour-free.
7. Inspect air vents and grilles, dust and clean as necessary.

Equipment

- Microfibre cloths (colour-coded)
- HEPA-filter vacuum cleaner
- Neutral detergent
- Hospital-grade disinfectant
- Damp mop and bucket
- Rubbish bin liners

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are visibly clean and free from dust. High-touch areas are sanitised and free from smudges. Floors are spotless with no residue or water marks. Air vents and grilles are dust-free. No odours present.
Good	Most surfaces are clean with minimal dust. High-touch areas are sanitised with minor smudges. Floors are clean with slight residue. Air vents and grilles have minimal dust. No strong odours present.
Pass	Surfaces have some dust. High-touch areas are sanitised but may have visible smudges. Floors are generally clean but may have some residue. Air vents and grilles have some dust. Mild odours may be present.
Fail	Surfaces are dusty. High-touch areas are not properly sanitised. Floors have visible dirt and residue. Air vents and grilles are dusty. Strong odours are present.