

Container Loading

Code: ANCMF-AU-I-CL-01 • Facility: Industrial • Frequency: daily

Scope of Work

- Dust and wipe all surfaces including loading docks, railings, and control panels.
- Sanitise high-touch areas such as door handles, switches, and control buttons.
- Sweep and mop floors using appropriate cleaning solutions.
- Empty and clean rubbish bins, ensuring waste is disposed of according to environmental standards.
- Inspect and clean any visible stains or spills immediately.
- Ensure all cleaning equipment is stored safely and securely after use.

Method

1. Begin by dusting all surfaces using a microfibre cloth to capture dust particles effectively.
2. Apply a sanitising solution to high-touch areas and allow it to dwell for the recommended time before wiping clean.
3. Sweep the entire floor area to remove loose debris.
4. Prepare a mop with a suitable cleaning solution and mop the floor, ensuring even coverage.
5. Empty rubbish bins, replace liners, and clean the bin surfaces with a disinfectant.
6. Conduct a final inspection to ensure all areas meet the cleanliness standards.

Equipment

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| • Microfibre cloths | • Broom and dustpan | • Rubbish bin liners |
| • Sanitising solutions | • Mop and bucket with cleaning solution | • Personal protective equipment (PPE) |

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are visibly clean with no dust or debris. High-touch areas are sanitised and free of smudges. Floors are spotless with no stains or spills. Rubbish bins are empty and odour-free.
Good	Most surfaces are clean with minimal dust. High-touch areas are mostly sanitised. Floors have minor marks but are generally clean. Rubbish bins are empty with slight odour.
Pass	Surfaces have some dust accumulation. High-touch areas are partially sanitised. Floors have visible marks and require attention. Rubbish bins are not overflowing but have noticeable odour.
Fail	Surfaces are dusty and neglected. High-touch areas are unsanitised. Floors are dirty with significant stains. Rubbish bins are overflowing and emit strong odour.