

Chemical Mixing Area

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

Scope of Work

- Dusting of all surfaces, including shelves and equipment.
- Sanitising of workbenches and high-touch areas.
- Mopping of floors with appropriate cleaning solutions.
- Emptying and cleaning of rubbish bins.
- Cleaning of sinks and taps.
- Inspection and cleaning of ventilation grilles.
- Removal of any visible spills or stains immediately.
- Ensuring all cleaning equipment is colour-coded and stored correctly.

Method

1. Begin by donning appropriate personal protective equipment (PPE) including gloves and goggles.
2. Use a colour-coded cleaning system to prevent cross-contamination.
3. Dust all surfaces using a microfibre cloth, starting from the highest point and working downwards.
4. Sanitise workbenches and high-touch areas with a disinfectant solution, allowing appropriate contact time.
5. Mop floors using a trolley with a dual-bucket system to separate clean and dirty water.
6. Empty rubbish bins, replace liners, and clean bins with a disinfectant spray.
7. Clean sinks and taps using a non-abrasive cleaner, ensuring all residues are removed.
8. Inspect and clean ventilation grilles using a vacuum with a HEPA filter.
9. Immediately clean any spills or stains using appropriate spill kits.
10. Store all cleaning equipment in designated areas, ensuring they are clean and ready for next use.

Equipment

- Microfibre cloths
- Colour-coded cleaning solutions
- Dual-bucket mop trolley
- Disinfectant spray
- Vacuum with HEPA filter
- Spill kits
- Personal protective equipment (PPE)

Quality Criteria

Performance Level	Criteria
Excellent	No visible dust or debris; surfaces are sanitised and free of stains; floors are spotless and dry; rubbish bins are clean and odour-free; ventilation grilles are dust-free.
Good	Minor dust or debris in low-traffic areas; surfaces are mostly sanitised; floors have minor streaks; rubbish bins are clean with slight odour; ventilation grilles have minor dust.
Pass	Visible dust or debris in some areas; surfaces are partially sanitised; floors have visible streaks; rubbish bins have noticeable odour; ventilation grilles have visible dust.
Fail	Significant dust or debris; surfaces are unsanitised; floors are dirty or wet; rubbish bins are overflowing or have strong odour; ventilation grilles are clogged with dust.