

Chemical Store

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

Scope of Work

- Dusting of all surfaces including shelves, containers, and equipment.
- Sanitising of high-touch areas such as door handles and light switches.
- Mopping of floors with appropriate cleaning agents to remove spills and residues.
- Wiping down of walls and doors to remove any chemical residues or marks.
- Emptying and cleaning of rubbish bins.
- Inspection and cleaning of ventilation grilles and air vents.
- Ensuring all cleaning activities comply with relevant safety data sheets (SDS) for chemicals stored.

Method

1. Prepare the area by ensuring all cleaning equipment is ready and appropriate PPE is worn.
2. Use a colour-coded cleaning system to prevent cross-contamination.
3. Dust all surfaces using a microfibre cloth to capture dust particles effectively.
4. Sanitise high-touch areas with a disinfectant suitable for chemical environments.
5. Mop floors using a trolley with a dual-bucket system to ensure clean water is used throughout.
6. Wipe down walls and doors with a damp cloth and appropriate cleaning solution.
7. Empty rubbish bins and replace liners, ensuring waste is disposed of according to hazardous waste protocols.
8. Inspect and clean ventilation grilles and air vents to ensure proper airflow and reduce dust accumulation.

Equipment

- Microfibre cloths
- Colour-coded cleaning cloths and mops
- Dual-bucket mopping trolley
- Appropriate PPE (gloves, goggles, masks)
- Disinfectant and cleaning agents suitable for chemical environments
- Rubbish bin liners
- Vacuum cleaner with HEPA filter

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are free of dust and residues; floors are spotless with no visible marks; high-touch areas are sanitised and free of smudges; air vents are clean and unobstructed.
Good	Minor dust on high surfaces; floors have minimal marks; high-touch areas are mostly clean; air vents show slight dust accumulation.
Pass	Noticeable dust on surfaces; floors have visible marks; high-touch areas show some smudges; air vents are dusty but functional.
Fail	Significant dust and residues on surfaces; floors are dirty with spills; high-touch areas are unsanitised; air vents are clogged with dust.