

Die Store

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

Scope of Work

- Dusting of all surfaces including shelves, storage units, and equipment.
- Sanitising of high-touch areas such as door handles, light switches, and taps.
- Vacuuming of all floor surfaces to remove dust and debris.
- Mopping of hard floor surfaces with appropriate cleaning solutions.
- Emptying and sanitising of rubbish bins.
- Inspection and cleaning of air vents and filters to ensure air quality.

Method

1. Begin by dusting all surfaces using a microfibre cloth to capture dust effectively.
2. Sanitise high-touch areas with a disinfectant solution, ensuring contact time as per manufacturer's instructions.
3. Vacuum all floor surfaces using a HEPA-filter vacuum cleaner to minimise airborne dust.
4. Mop hard floors with a neutral pH cleaner, ensuring no residue is left.
5. Empty rubbish bins, replace liners, and sanitise the bin interior and exterior.
6. Inspect air vents and filters, clean with a damp cloth, and ensure they are free from obstructions.

Equipment

- Microfibre cloths
- Neutral pH floor cleaner
- Mop and bucket
- HEPA-filter vacuum cleaner
- Disinfectant solution
- Rubbish bin liners

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are free from dust and marks; floors are spotless with no residue; high-touch areas are sanitised and free from smudges; air vents are clean and unobstructed.
Good	Minor dust on surfaces; floors are clean with minimal residue; high-touch areas are mostly sanitised; air vents have minor dust.
Pass	Noticeable dust on some surfaces; floors have visible residue; high-touch areas are partially sanitised; air vents have visible dust.
Fail	Significant dust accumulation; floors are dirty with visible residue; high-touch areas are not sanitised; air vents are clogged with dust.