

Fire Pump Room

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

Scope of Work

- Dust all surfaces including equipment, pipes, and ledges.
- Sanitise high-touch surfaces 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.
- Wipe down walls and remove any cobwebs.
- Ensure all cleaning activities comply with relevant Australian health and safety standards.

Method

1. Prepare the area by removing any obstacles and ensuring safety signs are in place.
2. Dust all surfaces using a microfibre cloth to capture dust particles effectively.
3. Sanitise high-touch surfaces with an approved disinfectant, ensuring contact time as per manufacturer's instructions.
4. Vacuum the floor using a HEPA-filter vacuum cleaner to minimise airborne dust.
5. Mop the floor with a neutral pH cleaner, ensuring no residue is left behind.
6. Dispose of rubbish in designated bins and replace liners.
7. Conduct a final inspection to ensure all areas meet the quality criteria.

Equipment

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| • Microfibre cloths | • Colour-coded mops and buckets | • Rubbish bin liners |
| • HEPA-filter vacuum cleaner | • Approved disinfectants | • Safety signs |

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are free of dust and marks; floors are spotless with no residue; high-touch surfaces are sanitised and free of smudges; no rubbish present; air is fresh with no odours.
Good	Minor dust on non-essential surfaces; floors are clean with minimal residue; high-touch surfaces are mostly sanitised; rubbish bins are empty; air is neutral.
Pass	Noticeable dust on surfaces; floors have some residue; high-touch surfaces are partially sanitised; rubbish bins are not overflowing; slight odour present.
Fail	Significant dust accumulation; floors are dirty with visible residue; high-touch surfaces are unsanitised; rubbish bins are full; strong odour present.