

Flammable Store

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

Scope of Work

- Dusting all surfaces, including shelves and containers, to prevent accumulation of flammable dust.
- Wiping down all surfaces with appropriate cleaning agents to remove spills and residues.
- Sanitising high-touch areas such as door handles and light switches.
- Emptying and cleaning rubbish bins to prevent odour and contamination.
- Inspecting and cleaning floors to remove debris and ensure slip resistance.
- Ensuring all cleaning materials are stored safely and appropriately labelled.

Method

1. Use a colour-coded cleaning system to prevent cross-contamination.
2. Begin by dusting all surfaces with a microfibre cloth to capture dust particles.
3. Wipe down surfaces using a damp cloth and a suitable cleaning agent, ensuring compatibility with stored materials.
4. Sanitise high-touch areas using a disinfectant spray and allow to air dry.
5. Empty rubbish bins, replace liners, and clean bins with a disinfectant solution.
6. Inspect floors for debris, sweep if necessary, and mop with a non-slip cleaning solution.
7. Store all cleaning equipment and materials in designated areas, ensuring they are clearly labelled and secured.

Equipment

- Microfibre cloths
- Colour-coded cleaning cloths
- Disinfectant spray
- Non-slip floor cleaning solution
- Rubbish bin liners
- Cleaning trolley
- Personal protective equipment (PPE)

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are free from dust and residues; high-touch areas are sanitised and visibly clean; no odours present; floors are clean and dry with no debris; bins are empty and clean.
Good	Minor dust or residues on less than 5% of surfaces; high-touch areas are mostly sanitised; minimal odours; floors are mostly clean with minor debris; bins are empty but may have minor residues.
Pass	Noticeable dust or residues on 5-10% of surfaces; some high-touch areas missed; slight odours present; floors have some debris; bins are emptied but not cleaned.
Fail	Significant dust or residues on more than 10% of surfaces; high-touch areas not sanitised; strong odours present; floors are dirty with debris; bins are full or not cleaned.