

## Generator Room

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

### Scope of Work

- Dust all surfaces including equipment, ledges, and fixtures.
- Vacuum floors using industrial-grade vacuum cleaners with HEPA filters.
- Mop floors with appropriate industrial cleaning solutions.
- Wipe down all accessible surfaces with a damp cloth and approved cleaning agents.
- Empty rubbish bins and replace liners.
- Sanitise high-touch areas such as door handles and light switches.
- Ensure all cleaning equipment is stored safely and securely after use.

### Method

1. Begin by dusting all surfaces from top to bottom to ensure dust falls to the floor for later removal.
2. Vacuum the entire floor area, paying special attention to corners and under equipment where dust accumulates.
3. Prepare a mop with an industrial cleaning solution and mop the floor, ensuring no excess water is left to prevent slip hazards.
4. Wipe down all surfaces with a damp cloth and approved cleaning agents, ensuring no residue is left.
5. Empty rubbish bins, replace liners, and ensure bins are clean and odour-free.
6. Sanitise high-touch areas using a sanitising solution, ensuring complete coverage.
7. Inspect the area to ensure all tasks are completed to standard and store equipment securely.

### Equipment

- Industrial-grade vacuum cleaner with HEPA filter
- Microfibre cloths
- Industrial mop and bucket
- Approved cleaning agents and sanitising solutions
- Colour-coded cleaning cloths and mops
- Rubbish bin liners

### Quality Criteria

| Performance Level | Criteria                                                                                                                                                                                          |
|-------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Excellent</b>  | No visible dust or debris on any surfaces; floors are spotless and dry; all high-touch areas are sanitised and free of smudges; rubbish bins are clean and odour-free.                            |
| <b>Good</b>       | Minor dust on less accessible surfaces; floors are clean with minimal streaks; high-touch areas are sanitised with minor smudges; rubbish bins are clean with no strong odours.                   |
| <b>Pass</b>       | Visible dust on some surfaces; floors are generally clean but may have streaks; high-touch areas are sanitised but may have visible smudges; rubbish bins are emptied but may have slight odours. |
| <b>Fail</b>       | Significant dust and debris on surfaces; floors are dirty or wet; high-touch areas are not sanitised; rubbish bins are full or have strong odours.                                                |