

Heavy Machinery Area

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

Scope of Work

- Dusting of all machinery surfaces, including hard-to-reach areas.
- Sanitising of high-touch surfaces such as control panels and handles.
- Vacuuming of floors to remove debris and dust.
- Mopping of floors with appropriate cleaning solutions to remove grease and grime.
- Wiping down of walls and partitions to remove dust and stains.
- Emptying and cleaning of rubbish bins.
- Inspection and cleaning of ventilation grilles to ensure unobstructed airflow.

Method

1. Prepare the area by removing any loose debris and ensuring all machinery is powered down and safe to clean.
2. Use a colour-coded cleaning system to prevent cross-contamination between different areas.
3. Dust all machinery surfaces using microfibre cloths and extendable dusters for high areas.
4. Sanitise high-touch surfaces with an approved disinfectant, ensuring contact time as per manufacturer's instructions.
5. Vacuum floors using an industrial vacuum cleaner with HEPA filter to capture fine dust particles.
6. Mop floors with a degreasing solution, ensuring all spills and stains are removed.
7. Wipe down walls and partitions with a damp cloth and appropriate cleaning agent.
8. Empty rubbish bins, replace liners, and clean bins with a disinfectant spray.
9. Inspect and clean ventilation grilles using a vacuum and damp cloth to ensure they are free from dust and debris.

Equipment

- Industrial vacuum cleaner with HEPA filter
- Microfibre cloths and extendable dusters
- Colour-coded cleaning cloths and mops
- Approved disinfectants and degreasing solutions
- Rubbish bin liners
- Cleaning trolley

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are free from dust, grease, and stains; high-touch areas are sanitised; floors are spotless and dry; no rubbish or odours present; ventilation grilles are clean and unobstructed.
Good	Minor dust or stains on surfaces; high-touch areas mostly sanitised; floors are clean with minimal residue; rubbish bins are empty with no odours; ventilation grilles have minor dust.
Pass	Noticeable dust or stains on surfaces; some high-touch areas missed; floors have visible residue; rubbish bins are not overflowing but have slight odours; ventilation grilles are dusty.
Fail	Significant dust, grease, or stains on surfaces; high-touch areas not sanitised; floors are dirty or sticky; rubbish bins are overflowing with strong odours; ventilation grilles are blocked with dust.