

Outdoor Storage

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

Scope of Work

- Remove all rubbish and debris from the area.
- Sweep and mop all hard surfaces.
- Sanitise high-touch surfaces such as door handles and railings.
- Dust and wipe down all storage racks and shelving.
- Ensure all rubbish bins are emptied and cleaned.
- Inspect and clean drainage areas to prevent blockages.
- Use colour-coded cleaning systems to prevent cross-contamination.

Method

1. Begin by collecting all visible rubbish and debris, placing it in appropriate rubbish bins.
2. Sweep the entire area to remove dust and dirt.
3. Mop hard surfaces using a suitable cleaning solution, ensuring no residue is left.
4. Sanitise high-touch surfaces with an appropriate disinfectant.
5. Dust and wipe down storage racks and shelving using a damp cloth.
6. Empty rubbish bins, replace liners, and clean the bins with a disinfectant.
7. Inspect drainage areas, removing any debris to ensure proper water flow.

Equipment

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| • Broom and dustpan | • Colour-coded cleaning cloths | • Rubbish bins and liners |
| • Mop and bucket | • Disinfectant spray | • Cleaning trolley |

Quality Criteria

Performance Level	Criteria
Excellent	No visible rubbish or debris; surfaces are spotless and dry; high-touch areas are sanitised and free of smudges; bins are clean and odour-free; drainage areas are clear and functional.
Good	Minor dust or debris present; surfaces are mostly clean with minimal streaks; high-touch areas are mostly sanitised; bins are mostly clean with slight odour; drainage areas are mostly clear.
Pass	Noticeable dust or debris; surfaces have visible streaks; high-touch areas show some smudges; bins have noticeable odour; drainage areas have minor blockages.
Fail	Significant rubbish or debris; surfaces are dirty and wet; high-touch areas are unsanitised; bins are dirty and have strong odour; drainage areas are blocked.