

Spray Booth

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

Scope of Work

- Remove all dust and debris from surfaces and floors.
- Sanitise all high-touch surfaces and equipment.
- Wipe down walls and ceilings to remove overspray and residue.
- Empty and clean rubbish bins.
- Inspect and clean air vents and filters.
- Mop floors with appropriate cleaning solution.
- Ensure all cleaning activities are performed using colour-coded cleaning systems to prevent cross-contamination.

Method

1. Begin by removing all loose debris and dust using a vacuum with a HEPA filter.
2. Use a damp microfibre cloth to wipe down all surfaces, including walls, ceilings, and equipment, to remove overspray and residue.
3. Sanitise high-touch areas such as door handles, switches, and control panels using an approved sanitising solution.
4. Empty rubbish bins and replace liners, ensuring bins are wiped clean.
5. Inspect air vents and filters, cleaning them with a vacuum or damp cloth as necessary.
6. Mop the floor using a suitable cleaning solution, ensuring no residue is left behind.
7. Ensure all cleaning tools and equipment are cleaned and stored properly after use.

Equipment

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| • HEPA filter vacuum cleaner | • Sanitising solution | • Rubbish bin liners |
| • Microfibre cloths | • Colour-coded cleaning buckets and mops | • Protective gloves and eyewear |

Quality Criteria

Performance Level	Criteria
Excellent	No visible dust or debris; all surfaces are spotless and sanitised; air vents and filters are clean; no odours present; floors are streak-free and dry.
Good	Minor dust or debris in low-traffic areas; surfaces are mostly clean with minimal residue; air vents and filters show slight dust; faint odours may be present; floors are mostly clean with slight streaks.
Pass	Noticeable dust or debris; surfaces have visible residue; air vents and filters are dusty; noticeable odours; floors have visible streaks and are damp.
Fail	Excessive dust or debris; surfaces are dirty with significant residue; air vents and filters are clogged; strong odours present; floors are dirty and wet.