

Steam Plant

Code: ANCMF-AU-I-SP-02 • Facility: Industrial • Frequency: daily

Scope of Work

- Dusting of all surfaces including machinery, pipes, and control panels.
- Sanitising of high-touch areas such as door handles, switches, and railings.
- Mopping of floors with appropriate cleaning solutions to remove grime and prevent slip hazards.
- Emptying and cleaning of rubbish bins.
- Cleaning of windows and glass surfaces to ensure visibility and safety.
- Removal of cobwebs and dust from ceilings and corners.
- Regular inspection and cleaning of air vents and filters.

Method

1. Prepare the area by removing any obstacles and ensuring safety signs are in place.
2. Use a colour-coded cleaning system to prevent cross-contamination.
3. Dust all surfaces using microfibre cloths or dusters.
4. Sanitise high-touch areas with a disinfectant solution.
5. Mop floors using a trolley with a dual-bucket system to separate clean and dirty water.
6. Empty rubbish bins and replace liners.
7. Clean windows with a squeegee and glass cleaner.
8. Inspect and clean air vents and filters using a vacuum with a HEPA filter.

Equipment

- Microfibre cloths
- Colour-coded cleaning cloths
- Dual-bucket mopping system
- Disinfectant solutions
- Vacuum with HEPA filter
- Squeegee and glass cleaner
- Safety signs

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are free of dust and grime; floors are spotless and dry; no visible rubbish; windows are clear and streak-free; air vents are clean and unobstructed.
Good	Minor dust on high surfaces; floors are clean with minimal streaks; rubbish bins are empty; windows have minor streaks; air vents show minimal dust.
Pass	Noticeable dust on surfaces; floors have visible streaks; rubbish bins are not overflowing; windows are mostly clear; air vents have visible dust.
Fail	Heavy dust accumulation; floors are dirty or wet; rubbish bins are overflowing; windows are dirty; air vents are clogged with dust.