

Sprinkler Valve Room

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

Scope of Work

- Dust all surfaces including pipes, valves, and shelving.
- Sanitise high-touch areas such as door handles and light switches.
- Vacuum and mop the floor to remove dirt and debris.
- Remove rubbish and replace rubbish bin liners.
- Inspect and clean any visible cobwebs or insect nests.
- Ensure all cleaning activities comply with relevant safety standards.

Method

1. Begin by donning appropriate personal protective equipment (PPE) including gloves and safety goggles.
2. Use a colour-coded cleaning system to prevent cross-contamination.
3. Dust all surfaces using a microfibre cloth, starting from the highest point and working downwards.
4. Sanitise high-touch areas with an approved disinfectant.
5. Vacuum the floor using an industrial vacuum cleaner.
6. Mop the floor with a neutral pH cleaner, ensuring no residue is left behind.
7. Dispose of rubbish in the designated rubbish bin and replace liners.
8. Conduct a final inspection to ensure all areas meet the quality criteria.

Equipment

- Industrial vacuum cleaner
- Microfibre cloths
- Colour-coded cleaning cloths
- Approved disinfectant
- Neutral pH floor cleaner
- Rubbish bin liners
- Personal protective equipment (PPE)

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are free from dust and dirt; high-touch areas are sanitised; floors are spotless with no residue; no rubbish present; no cobwebs or insect nests visible.
Good	Minor dust on non-critical surfaces; high-touch areas mostly sanitised; floors are clean with minimal residue; rubbish bins are emptied; minimal cobwebs or insect nests.
Pass	Noticeable dust on surfaces; some high-touch areas missed; floors have some residue; rubbish bins not overflowing; some cobwebs or insect nests present.
Fail	Significant dust and dirt on surfaces; high-touch areas not sanitised; floors are dirty with visible residue; rubbish bins overflowing; numerous cobwebs or insect nests visible.