

Welding Bay

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

Scope of Work

- Remove all metal shavings and debris from floors and surfaces.
- Dust and wipe down all horizontal surfaces, including benches and equipment.
- Sanitise high-touch areas such as door handles and switches.
- Empty and clean rubbish bins, replacing liners as needed.
- Mop floors with appropriate cleaning solution to remove any spills or stains.
- Ensure all cleaning activities are conducted using colour-coded cleaning systems to prevent cross-contamination.

Method

1. Begin by removing all visible debris and metal shavings from the floor using a broom and dustpan.
2. Dust all horizontal surfaces using a microfibre cloth, ensuring to capture fine particles.
3. Wipe down benches and equipment with a damp cloth and appropriate cleaning solution.
4. Sanitise high-touch areas using a disinfectant spray and cloth.
5. Empty rubbish bins, replace liners, and clean the bin interior with a sanitising solution.
6. Mop the floor using a mop and bucket with a suitable cleaning solution, ensuring to cover all areas.

Equipment

- Broom and dustpan
- Colour-coded cleaning cloths
- Mop and bucket
- Microfibre cloths
- Disinfectant spray
- Rubbish bin liners

Quality Criteria

Performance Level	Criteria
Excellent	No visible debris or dust; surfaces are spotless and sanitised; bins are empty and clean; floors are free of stains and spills.
Good	Minor dust or debris present; surfaces are mostly clean and sanitised; bins are emptied; floors have minimal stains.
Pass	Noticeable dust or debris; surfaces are generally clean; bins are not overflowing; floors have visible stains.
Fail	Significant dust or debris; surfaces are dirty; bins are overflowing; floors are stained and slippery.