

Waste Storage

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

Scope of Work

- Remove all rubbish and waste materials from the storage area.
- Sanitise all surfaces including floors, walls, and waste containers.
- Dust and wipe down all accessible surfaces to prevent accumulation of dust and debris.
- Mop floors using appropriate cleaning solutions to remove stains and spills.
- Ensure all waste containers are clean and free from odours.
- Implement a colour-coded cleaning system to prevent cross-contamination.

Method

1. Begin by removing all waste materials and placing them in designated rubbish bins.
2. Use a trolley to transport cleaning equipment and supplies to the waste storage area.
3. Dust and wipe down all surfaces using microfibre cloths and appropriate cleaning agents.
4. Sanitise all surfaces with a disinfectant solution, paying special attention to high-touch areas.
5. Mop the floor with a suitable cleaning solution, ensuring all spills and stains are removed.
6. Inspect waste containers, clean and sanitise them, and ensure they are free from odours.
7. Ensure all cleaning equipment is cleaned and stored properly after use.

Equipment

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| • Trolley | • Disinfectant solution | • Colour-coded cleaning supplies |
| • Microfibre cloths | • Mop and bucket | • Rubbish bins |

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are spotless, no visible dust or debris, no odours present, waste containers are sanitised and odour-free, floors are free from stains and spills.
Good	Minor dust or debris present, no strong odours, waste containers are clean, floors have minimal stains or spills.
Pass	Noticeable dust or debris, mild odours present, waste containers are mostly clean, some stains or spills on floors.
Fail	Significant dust or debris, strong odours present, waste containers are dirty, floors have visible stains and spills.