

Yard Area

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

Scope of Work

- Remove all rubbish and debris from the yard area.
- Sweep all hard surfaces to remove dust and dirt.
- Pressure wash surfaces to remove stains and grime.
- Sanitise high-touch areas such as gates and handrails.
- Ensure all rubbish bins are emptied and cleaned.
- Maintain clear pathways and access points free of obstructions.

Method

1. Conduct a visual inspection of the yard area to identify cleaning needs.
2. Use a broom to sweep all hard surfaces, collecting debris into a dustpan.
3. Utilise a pressure washer to clean surfaces, focusing on stained or heavily soiled areas.
4. Apply a sanitising solution to high-touch areas using a spray bottle and cloth.
5. Empty rubbish bins, replace liners, and clean the interior and exterior of bins.
6. Perform a final inspection to ensure all tasks are completed to standard.

Equipment

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|---------------------|--|---------------------------------------|
| • Broom and dustpan | • Sanitising solution and spray bottle | • Rubbish bin liners |
| • Pressure washer | • Cloths and wipes | • Personal protective equipment (PPE) |

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are free of dust, dirt, and stains. High-touch areas are sanitised and free of visible marks. Rubbish bins are clean and odour-free. Pathways are clear and unobstructed.
Good	Minor dust or dirt present on surfaces. High-touch areas are mostly sanitised with few marks. Rubbish bins are mostly clean with minimal odour. Pathways are mostly clear.
Pass	Noticeable dust or dirt on surfaces. High-touch areas have visible marks. Rubbish bins have some odour. Pathways have minor obstructions.
Fail	Significant dust, dirt, or stains on surfaces. High-touch areas are unsanitised. Rubbish bins are dirty and odorous. Pathways are obstructed.