

Bus Stop

Code: ANCMF-AU-R-BS-02 • Facility: Retail • Frequency: daily

Scope of Work

- Remove all rubbish and debris from the bus stop area, including seating and surrounding footpath.
- Wipe down all seating, signage, and shelter surfaces to remove dirt, dust, and graffiti.
- Sanitise high-touch areas such as seating, handrails, and timetable displays.
- Sweep and mop the bus stop floor and surrounding footpath to remove dirt and stains.
- Clean and polish any glass surfaces, ensuring they are free from smudges and streaks.
- Check and replace rubbish bin liners as needed, ensuring bins are clean and odour-free.

Method

1. Begin by collecting all visible rubbish and debris, placing it in the rubbish bin.
2. Use a colour-coded cleaning system to wipe down all surfaces, starting with high-touch areas, using appropriate cleaning agents.
3. Sanitise seating and handrails with a disinfectant solution, allowing adequate contact time as per product instructions.
4. Sweep the floor and surrounding footpath, then mop using a neutral detergent solution, ensuring no residue is left.
5. Clean glass surfaces with a glass cleaner and microfibre cloth, ensuring a streak-free finish.
6. Inspect rubbish bins, replace liners if necessary, and sanitise the bin exterior.

Equipment

- Colour-coded cleaning cloths and microfibre cloths
- Disinfectant and neutral detergent solutions
- Broom and mop with bucket
- Glass cleaner
- Rubbish bags and bin liners
- Cleaning trolley

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are spotless, free from dirt, dust, and graffiti. Glass surfaces are streak-free. No rubbish or debris is present. High-touch areas are sanitised and dry. Rubbish bins are empty, clean, and odour-free.
Good	Minor dust or smudges on surfaces. Glass surfaces have minimal streaks. Small amounts of rubbish or debris may be present. High-touch areas are sanitised. Rubbish bins are empty and clean.
Pass	Noticeable dust or dirt on surfaces. Glass surfaces have visible streaks. Some rubbish or debris is present. High-touch areas are partially sanitised. Rubbish bins are not overflowing but may have minor odours.
Fail	Surfaces are dirty or graffiti-covered. Glass surfaces are heavily streaked. Rubbish or debris is abundant. High-touch areas are unsanitised. Rubbish bins are overflowing or emit strong odours.