

Compactor Room

Code: ANCMF-AU-R-CR-05 • Facility: Retail • Frequency: daily

Scope of Work

- Remove all rubbish and debris from the compactor room.
- Sweep and mop the floor using appropriate cleaning agents.
- Sanitise all surfaces, including walls and doors.
- Clean and sanitise rubbish bins and replace liners.
- Ensure no unpleasant odours are present.
- Inspect for and remove any visible stains or spills.
- Ensure all cleaning equipment is stored neatly and safely.

Method

1. Begin by donning appropriate personal protective equipment (PPE) including gloves and safety goggles.
2. Remove all rubbish and debris, placing it in designated waste disposal areas.
3. Sweep the floor thoroughly to remove dust and loose dirt.
4. Prepare a mop bucket with a suitable floor cleaning solution, ensuring it is correctly diluted as per manufacturer's instructions.
5. Mop the floor, paying special attention to corners and edges.
6. Use a sanitising solution to wipe down all surfaces, including walls, doors, and any equipment present.
7. Empty rubbish bins, sanitise them, and replace liners.
8. Conduct a final inspection to ensure no odours or visible dirt remain.
9. Store all cleaning equipment in the designated storage area, ensuring it is clean and ready for future use.

Equipment

- Colour-coded cleaning cloths
- Sanitising solution
- Personal protective equipment (PPE)
- Mop and bucket
- Floor cleaning solution
- Broom and dustpan
- Rubbish bin liners

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are spotless and sanitised, no odours present, bins are clean and lined, floor is free of debris and stains, equipment is neatly stored.
Good	Minor dust or marks on surfaces, no strong odours, bins are clean and lined, floor is mostly clean with minor marks, equipment is stored correctly.
Pass	Visible dust or marks on surfaces, faint odours present, bins are lined but may have minor residue, floor has visible dirt or stains, equipment is stored but not neatly.
Fail	Surfaces are visibly dirty, strong odours present, bins are unlined or dirty, floor is dirty or stained, equipment is not stored properly.