

Emergency Exit

Code: ANCMF-AU-R-EE-01 • Facility: Retail • Frequency: daily

Scope of Work

- Dust all surfaces, including door frames and signage.
- Wipe down walls and doors with a sanitising solution.
- Vacuum and mop floors, ensuring no debris or spills are present.
- Clean and sanitise handrails and push bars.
- Empty and clean rubbish bins, replacing liners as needed.
- Ensure all cleaning activities do not obstruct the emergency exit path.

Method

1. Use a colour-coded cleaning system to prevent cross-contamination.
2. Start by dusting high surfaces and work downwards.
3. Apply a sanitising solution to all touchpoints and allow to air dry.
4. Vacuum the floor using a HEPA-filtered vacuum cleaner.
5. Mop the floor with a neutral pH cleaner, ensuring no residue is left.
6. Inspect the area to ensure all tasks are completed to standard.

Equipment

- Colour-coded microfibre cloths
- Sanitising solution
- Cleaning trolley
- HEPA-filtered vacuum cleaner
- Neutral pH floor cleaner
- Rubbish bin liners

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are visibly clean with no dust or marks; floors are spotless and dry; no odours present; all touchpoints are sanitised and free of smudges.
Good	Minor dust on high surfaces; floors are clean with minimal streaks; no strong odours; touchpoints are mostly clean.
Pass	Noticeable dust on surfaces; floors have visible streaks or spots; faint odours present; some touchpoints show smudges.
Fail	Visible dirt and dust on surfaces; floors are dirty or sticky; strong odours present; touchpoints are visibly dirty.