

Goods Lift

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

Scope of Work

- Dust and wipe all surfaces including walls, doors, and control panels.
- Sanitise high-touch areas such as buttons and handrails.
- Vacuum and mop the lift floor using appropriate cleaning agents.
- Empty and clean rubbish bins, ensuring no odours are present.
- Inspect and clean lift tracks and thresholds.
- Ensure all cleaning activities comply with Australian workplace health and safety requirements.

Method

1. Prepare the area by placing safety signs and ensuring the lift is not in use during cleaning.
2. Use a colour-coded cleaning system to avoid cross-contamination.
3. Dust all surfaces using a microfibre cloth.
4. Sanitise high-touch areas with an approved disinfectant.
5. Vacuum the floor using a HEPA-filtered vacuum cleaner.
6. Mop the floor with a neutral pH cleaner suitable for the flooring type.
7. Empty rubbish bins and replace liners.
8. Inspect and clean lift tracks and thresholds with a damp cloth.
9. Remove safety signs once the area is dry and ready for use.

Equipment

- Microfibre cloths
- Colour-coded cleaning cloths
- HEPA-filtered vacuum cleaner
- Neutral pH floor cleaner
- Approved disinfectant
- Safety signs
- Rubbish bin liners

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are spotless with no visible dust or marks. High-touch areas are sanitised and free of smudges. Floor is clean with no debris or stains. No odours present. Rubbish bins are empty and clean.
Good	Minor dust or marks on surfaces. High-touch areas are mostly sanitised. Floor is mostly clean with minor debris. No strong odours. Rubbish bins are empty but may have minor residue.
Pass	Noticeable dust or marks on surfaces. High-touch areas have some smudges. Floor has visible debris. Mild odours present. Rubbish bins are not overflowing but have visible residue.
Fail	Significant dust or marks on surfaces. High-touch areas are unsanitised. Floor is dirty with significant debris. Strong odours present. Rubbish bins are overflowing or dirty.