

Generator Room

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

Scope of Work

- Dust all surfaces including equipment, shelves, and ledges.
- Sanitise high-touch areas such as door handles and light switches.
- Vacuum and mop floors using appropriate cleaning agents.
- Remove rubbish and replace bin liners.
- Inspect and clean air vents and filters.
- Ensure all cleaning activities comply with relevant safety protocols.

Method

1. Prepare the area by removing any obstacles and ensuring safety protocols are in place.
2. Use a colour-coded cleaning system to prevent cross-contamination.
3. Dust surfaces with a microfibre cloth to capture dust particles effectively.
4. Sanitise high-touch areas with an approved disinfectant.
5. Vacuum the floor using a HEPA-filter vacuum cleaner to minimise airborne dust.
6. Mop the floor with a neutral pH cleaner suitable for the floor type.
7. Dispose of rubbish in the designated rubbish bin and replace liners.
8. Inspect and clean air vents and filters to ensure proper air quality.

Equipment

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

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are free of dust and marks; high-touch areas are sanitised and visibly clean; floors are spotless with no debris; air vents are clean and unobstructed; no rubbish present.
Good	Minor dust on non-essential surfaces; high-touch areas are sanitised; floors are clean with minimal debris; air vents are mostly clean; rubbish bins are emptied.
Pass	Noticeable dust on some surfaces; high-touch areas are mostly sanitised; floors have some debris; air vents show some dust; rubbish bins are not overflowing.
Fail	Significant dust accumulation; high-touch areas are not sanitised; floors are dirty with visible debris; air vents are clogged; rubbish bins are full.