

Motorcycle Parking

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

Scope of Work

- Remove all rubbish and debris from the parking area.
- Sweep and mop the entire parking surface to remove dirt and stains.
- Sanitise high-touch surfaces such as payment machines and handrails.
- Dust and wipe down signage and any fixtures.
- Ensure all rubbish bins are emptied and cleaned.
- Inspect and clean any oil or fuel spills promptly.
- Maintain clear and visible line markings by cleaning them regularly.

Method

1. Begin by collecting all visible rubbish and debris using a trolley and dispose of it in the designated rubbish bins.
2. Sweep the entire area with a broom to remove loose dirt and debris.
3. Prepare a mop bucket with a suitable cleaning solution and mop the entire surface, focusing on removing stains and spills.
4. Use a sanitising spray and cloth to clean high-touch surfaces, ensuring they are free from germs and bacteria.
5. Dust and wipe down all signage and fixtures using a microfibre cloth.
6. Empty rubbish bins, replace liners, and clean the bins with a disinfectant.
7. Inspect the area for any oil or fuel spills and clean them using an appropriate degreaser.
8. Check line markings for visibility and clean them as needed to ensure they are clear.

Equipment

- Broom and dustpan
- Mop and bucket
- Microfibre cloths
- Sanitising spray
- Degreaser
- Rubbish trolley
- Rubbish bin liners
- Personal protective equipment (PPE)

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are spotless with no visible dirt, stains, or debris. High-touch surfaces are sanitised and free from germs. Rubbish bins are empty and clean. Line markings are clear and visible. No odours present.
Good	Minor dirt or stains present on surfaces. High-touch surfaces are mostly sanitised. Rubbish bins are empty but may have minor residue. Line markings are mostly clear. No strong odours present.
Pass	Noticeable dirt or stains on surfaces. High-touch surfaces have been sanitised but may have missed spots. Rubbish bins are not overflowing but need cleaning. Line markings are visible but not clear. Mild odours present.
Fail	Significant dirt, stains, or debris present. High-touch surfaces are not sanitised. Rubbish bins are overflowing or dirty. Line markings are not visible. Strong odours present.