

Rooftop Parking

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

Scope of Work

- Remove all rubbish and debris from parking surfaces and surrounding areas.
- Sweep and mop all parking surfaces to remove dirt, dust, and stains.
- Clean and sanitise handrails, lift buttons, and other high-touch surfaces.
- Empty and sanitise rubbish bins and replace liners.
- Clean and polish signage and directional markers.
- Remove any graffiti or marks from walls and surfaces.
- Inspect and clean drains to prevent blockages.

Method

1. Use a colour-coded cleaning system to prevent cross-contamination.
2. Begin by removing all visible rubbish and debris using a trolley and appropriate tools.
3. Sweep the entire area with a broom, focusing on corners and edges.
4. Mop the surface using a suitable cleaning solution and mop, ensuring all stains are addressed.
5. Sanitise high-touch surfaces with a disinfectant spray and cloth.
6. Empty rubbish bins, replace liners, and sanitise the bin surfaces.
7. Use a graffiti remover for any marks on walls and surfaces.
8. Inspect and clean drains, removing any obstructions.

Equipment

- Broom and dustpan
- Mop and bucket
- Colour-coded cleaning cloths
- Disinfectant spray
- Graffiti remover
- Rubbish trolley
- 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 of fingerprints. Rubbish bins are empty and sanitised. No graffiti or marks present. Drains are clear and odour-free.
Good	Minor dirt or stains present on surfaces. High-touch surfaces are mostly clean with minimal fingerprints. Rubbish bins are empty but may have minor odours. Minimal graffiti or marks present. Drains are clear.
Pass	Noticeable dirt or stains on surfaces. High-touch surfaces have visible fingerprints. Rubbish bins are not overflowing but have noticeable odours. Some graffiti or marks present. Drains are mostly clear.
Fail	Significant dirt, stains, or debris on surfaces. High-touch surfaces are not sanitised. Rubbish bins are overflowing or have strong odours. Graffiti or marks are prominent. Drains are blocked or emitting odours.