

Air Bridge

Code: ANCMF-AU-TH-AB-01 • Facility: Transportation Hub • Frequency: daily

Scope of Work

- Dusting of all surfaces including handrails, ledges, and window sills.
- Sanitising of high-touch areas such as handrails, door handles, and lift buttons.
- Vacuuming of carpeted areas and mats.
- Mopping of hard floors with appropriate cleaning solutions.
- Cleaning of glass surfaces to remove smudges and fingerprints.
- Emptying and sanitising of rubbish bins.
- Inspection and removal of any visible rubbish or debris.
- Odour control measures to ensure a pleasant environment.

Method

1. Begin with dusting all surfaces using a microfibre cloth to capture dust and prevent dispersion.
2. Sanitise high-touch areas using a disinfectant spray and a clean cloth, ensuring all surfaces are thoroughly wiped.
3. Vacuum carpeted areas using a HEPA-filter vacuum to ensure dust and allergens are effectively removed.
4. Mop hard floors with a neutral pH cleaner, ensuring no residue is left behind.
5. Use a glass cleaner and a squeegee for streak-free glass surfaces.
6. Empty rubbish bins, replace liners, and sanitise the bin surfaces.
7. Conduct a final inspection to ensure all areas are clean and free of debris.
8. Apply odour neutralisers as needed to maintain air quality.

Equipment

- Microfibre cloths
- Disinfectant spray
- HEPA-filter vacuum
- Mop and bucket with neutral pH cleaner
- Glass cleaner and squeegee
- Rubbish bin liners
- Odour neutralisers

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are visibly clean with no dust or smudges. High-touch areas are sanitised and free of fingerprints. Floors are spotless with no residue. Glass surfaces are streak-free. No rubbish or debris is present. Air is fresh with no odours.
Good	Minor dust or smudges on surfaces. High-touch areas are mostly sanitised. Floors are clean with minimal residue. Glass surfaces have minor streaks. Minimal rubbish or debris. Air is mostly fresh.
Pass	Noticeable dust or smudges on surfaces. High-touch areas partially sanitised. Floors have visible residue. Glass surfaces have visible streaks. Some rubbish or debris present. Air has slight odours.
Fail	Significant dust or smudges on surfaces. High-touch areas not sanitised. Floors are dirty with significant residue. Glass surfaces are heavily streaked. Rubbish or debris is present. Air has strong odours.