

Accessible Toilets

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

Scope of Work

- Thorough cleaning and sanitising of all toilet surfaces, including seats, bowls, and lids.
- Cleaning and polishing of mirrors and stainless steel fixtures.
- Emptying and sanitising rubbish bins and sanitary disposal units.
- Refilling of soap dispensers, toilet paper, and hand towels.
- Mopping of floors with appropriate disinfectant solutions.
- Wiping down of walls, doors, and partitions to remove marks and stains.
- Ensuring all taps and flush mechanisms are free from limescale and watermarks.
- Checking and ensuring proper function of all accessibility features, such as grab rails and emergency call buttons.

Method

1. Prepare the cleaning trolley with colour-coded cleaning cloths and appropriate cleaning agents.
2. Wear personal protective equipment as per Australian workplace health and safety guidelines.
3. Start by emptying rubbish bins and sanitary units, replacing liners as needed.
4. Apply disinfectant to all toilet surfaces and allow contact time as per manufacturer instructions.
5. Clean mirrors and fixtures using glass cleaner and a microfibre cloth.
6. Refill consumables such as soap, toilet paper, and hand towels.
7. Mop the floor using a wet mop and disinfectant solution, ensuring no slip hazards remain.
8. Wipe down walls, doors, and partitions with a damp cloth and appropriate cleaner.
9. Inspect all accessibility features for cleanliness and functionality.

Equipment

- Colour-coded cleaning cloths and mops
- Disinfectant and cleaning agents
- Glass cleaner
- Microfibre cloths
- Personal protective equipment
- Cleaning trolley
- Rubbish bin liners

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are visibly clean and sanitised, with no marks or stains. Consumables are fully stocked. No odours present. Accessibility features are spotless and fully functional.
Good	Surfaces are clean with minimal marks. Consumables are mostly stocked. No strong odours. Accessibility features are clean and functional.
Pass	Surfaces are generally clean but may have some marks. Consumables are available but may need restocking soon. Mild odours may be present. Accessibility features are functional but may have minor cleanliness issues.
Fail	Surfaces are visibly dirty or stained. Consumables are depleted. Strong odours present. Accessibility features are not clean or not functional.