

Incinerator

Code: ANCMF-AU-TH-I-02 • Facility: Transportation Hub • Frequency: daily

Scope of Work

- Remove all rubbish and debris from the incinerator area.
- Sanitise all surfaces, including walls, floors, and equipment exteriors.
- Dust and wipe down all accessible surfaces to prevent accumulation.
- Mop floors with appropriate cleaning agents to remove stains and spills.
- Ensure all drains are clear and free from blockages.
- Check and clean any ventilation grilles and air vents.
- Ensure all cleaning activities comply with relevant safety and environmental regulations.

Method

1. Begin by donning appropriate personal protective equipment (PPE) including gloves, masks, and eye protection.
2. Use a colour-coded cleaning system to prevent cross-contamination.
3. Remove all visible rubbish and place it in designated rubbish bins.
4. Apply a suitable sanitising solution to all surfaces and allow it to dwell for the recommended time.
5. Use a microfibre cloth to wipe down surfaces, ensuring all areas are covered.
6. Mop the floor using a trolley with a dual-bucket system to separate clean and dirty water.
7. Inspect and clean ventilation grilles and air vents using a vacuum with a HEPA filter.
8. Conduct a final inspection to ensure all areas meet the quality criteria.

Equipment

- Personal protective equipment (PPE)
- Sanitising solutions
- HEPA filter vacuum
- Colour-coded microfibre cloths
- Dual-bucket mop trolley
- Rubbish bins

Quality Criteria

Performance Level	Criteria
Excellent	No visible rubbish or debris; all surfaces are spotless and sanitised; no odours present; ventilation grilles are dust-free; floors are free from stains and spills.
Good	Minor dust on high surfaces; no visible rubbish; surfaces are clean and sanitised; slight odour may be present; floors are mostly clean with minor stains.
Pass	Some dust accumulation; minor rubbish present; surfaces are generally clean but may have some smudges; noticeable odour; floors have visible stains.
Fail	Visible rubbish and debris; surfaces are dirty or unsanitised; strong odour present; ventilation grilles are clogged with dust; floors are heavily stained.