

Maintenance Hangar

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

Scope of Work

- Dusting all surfaces including workbenches, shelves, and equipment.
- Vacuuming and mopping all floor areas to remove debris and spills.
- Sanitising high-touch surfaces such as door handles, switches, and railings.
- Emptying and cleaning rubbish bins, replacing liners as needed.
- Cleaning and sanitising toilet facilities, ensuring all fixtures are spotless.
- Wiping down windows and glass surfaces to remove smudges and fingerprints.
- Ensuring all cleaning activities are conducted using a colour-coded cleaning system to prevent cross-contamination.

Method

1. Begin by dusting all surfaces using microfibre cloths to capture dust particles effectively.
2. Vacuum all floor areas using an industrial vacuum cleaner, paying special attention to corners and edges.
3. Mop floors with a neutral pH cleaner, ensuring no residue is left behind.
4. Sanitise high-touch surfaces with a hospital-grade disinfectant.
5. Empty rubbish bins, clean them with a disinfectant, and replace liners.
6. Clean toilet facilities using appropriate cleaning agents, ensuring all surfaces are sanitised.
7. Wipe windows and glass surfaces with a glass cleaner for a streak-free finish.

Equipment

- Industrial vacuum cleaner
- Microfibre cloths
- Mop and bucket with neutral pH cleaner
- Hospital-grade disinfectant
- Glass cleaner
- Colour-coded cleaning cloths and mops
- Rubbish bin liners

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are free from dust and debris, floors are spotless with no visible marks, high-touch surfaces are sanitised and free from smudges, rubbish bins are clean and odour-free, toilets are immaculate with no stains or odours, windows are crystal clear.
Good	Minor dust on high surfaces, floors have minimal marks, high-touch surfaces are mostly sanitised, rubbish bins are clean with slight odour, toilets are clean with minor water stains, windows have slight smudges.
Pass	Noticeable dust on surfaces, floors have visible marks, high-touch surfaces are partially sanitised, rubbish bins have noticeable odour, toilets have visible stains, windows are smudged.
Fail	Heavy dust accumulation, floors are dirty with significant marks, high-touch surfaces are unsanitised, rubbish bins are overflowing with strong odour, toilets are unclean with strong odours, windows are dirty and opaque.