

Multi-level Parking

Code: ANCMF-AU-TH-MP-03 • Facility: Transportation Hub • Frequency: daily

Scope of Work

- Dusting and wiping of all surfaces including railings, signage, and ledges.
- Vacuuming and sweeping of all floors, ramps, and staircases.
- Mopping of all hard floor surfaces.
- Sanitising of all high-touch areas such as lift buttons, handrails, and payment machines.
- Emptying and cleaning of all rubbish bins.
- Removal of cobwebs and debris from ceilings and corners.
- Cleaning of all glass surfaces including windows and mirrors.
- Removal of any graffiti or stains from walls and floors.
- Regular inspection and cleaning of all entry and exit points.

Method

1. Begin with dusting and wiping all surfaces using a microfibre cloth and appropriate cleaning solution.
2. Vacuum all carpeted areas and sweep hard floors to remove loose dirt and debris.
3. Mop hard floors with a neutral pH cleaner, ensuring no residue is left.
4. Sanitise high-touch areas using a disinfectant spray and cloth.
5. Empty rubbish bins, replace liners, and clean the bins with a sanitising solution.
6. Inspect ceilings and corners for cobwebs and remove them using an extendable duster.
7. Clean glass surfaces with a glass cleaner and squeegee for a streak-free finish.
8. Use graffiti remover for any marks on walls or floors, ensuring the surface is left clean.
9. Check all entry and exit points for cleanliness and address any issues found.

Equipment

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| • Microfibre cloths | • Mop and bucket | • Extendable duster |
| • Vacuum cleaner | • Disinfectant spray | • Glass cleaner and squeegee |
| • Broom and dustpan | • Rubbish bin liners | • Graffiti remover |

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are spotless with no visible dust or marks. Floors are free of debris and stains. High-touch areas are sanitised and free of fingerprints. Rubbish bins are empty and clean. No cobwebs or graffiti present.
Good	Minor dust or marks on surfaces. Floors mostly clean with occasional small debris. High-touch areas mostly sanitised with few fingerprints. Rubbish bins are empty but may have minor residue. Few cobwebs or small graffiti marks.
Pass	Noticeable dust or marks on surfaces. Floors have visible debris. High-touch areas have visible fingerprints. Rubbish bins are not overflowing but have visible residue. Cobwebs or graffiti present but not excessive.
Fail	Surfaces are dusty or marked. Floors are dirty with significant debris. High-touch areas are unsanitised with many fingerprints. Rubbish bins are overflowing. Cobwebs or graffiti are widespread.