

Premium Parking

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

Scope of Work

- Dusting of all surfaces including signage, ticket machines, and barriers.
- Sanitising of high-touch areas such as lift buttons, handrails, and payment terminals.
- Emptying and sanitising rubbish bins.
- Sweeping and mopping of floors to remove dirt and debris.
- Cleaning and polishing of glass surfaces and mirrors.
- Removal of any graffiti or marks on walls and surfaces.
- Spot cleaning of spills and stains on floors and walls.
- Ensuring all cleaning activities comply with Australian workplace health and safety requirements.

Method

1. Begin by donning appropriate personal protective equipment (PPE) as per Australian safety standards.
2. Use a colour-coded cleaning system to prevent cross-contamination.
3. Dust all surfaces using microfibre cloths, starting from the highest point and working downwards.
4. Sanitise high-touch areas with a disinfectant approved by Australian health standards.
5. Empty rubbish bins, replace liners, and sanitise the bin surfaces.
6. Sweep the floors to remove loose dirt and debris.
7. Mop the floors using a neutral pH cleaner suitable for the floor type.
8. Clean glass surfaces with a glass cleaner and polish with a lint-free cloth.
9. Remove graffiti using appropriate cleaning agents and techniques.
10. Conduct a final inspection to ensure all areas meet the quality criteria.

Equipment

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| • Microfibre cloths | • Glass cleaner | • Mop and bucket |
| • Colour-coded cleaning cloths and mops | • Graffiti removal solution | • Rubbish bin liners |
| • Disinfectant spray | • Broom and dustpan | • PPE (gloves, masks, etc.) |

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are free of dust and marks; high-touch areas are sanitised and free of smudges; floors are spotless and dry; bins are empty and sanitised; no graffiti or stains visible.
Good	Minor dust on surfaces; high-touch areas are mostly clean; floors have minimal marks; bins are empty but not fully sanitised; minor graffiti or stains present.
Pass	Noticeable dust on surfaces; high-touch areas have visible smudges; floors have visible marks; bins are not fully emptied; graffiti or stains are noticeable but not extensive.
Fail	Significant dust accumulation; high-touch areas are visibly dirty; floors are dirty and wet; bins are overflowing; graffiti or stains are extensive and prominent.