

Quarantine Area

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

Scope of Work

- Sanitising all high-touch surfaces including door handles, taps, and handrails.
- Thoroughly cleaning and disinfecting floors using appropriate mopping techniques.
- Wiping down all surfaces with approved disinfectants.
- Emptying and sanitising rubbish bins.
- Cleaning and sanitising toilet facilities, ensuring all fixtures are free from stains and odours.
- Dusting all surfaces, including ledges and equipment, to prevent allergen build-up.
- Ensuring all cleaning supplies are replenished and stored correctly.

Method

1. Use a colour-coded cleaning system to prevent cross-contamination.
2. Begin by dusting all surfaces from high to low to capture airborne particles.
3. Sanitise high-touch areas using a disinfectant spray and microfibre cloth.
4. Mop floors with a disinfectant solution, ensuring even coverage and allowing adequate drying time.
5. Clean and sanitise toilet facilities, focusing on bowls, seats, and flush mechanisms.
6. Empty rubbish bins, replace liners, and sanitise bin interiors and exteriors.
7. Conduct a final inspection to ensure all areas meet cleanliness standards.

Equipment

- Colour-coded microfibre cloths
- Wet and dry mops
- Rubbish bin liners
- Disinfectant sprays and solutions
- Cleaning trolley
- Personal protective equipment (PPE)

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are visibly clean and free from dust, stains, and smudges. No odours present. High-touch areas are sanitised and dry. Floors are spotless and dry. Rubbish bins are empty and sanitised.
Good	Surfaces are mostly clean with minor dust or smudges. No strong odours. High-touch areas are sanitised. Floors are clean with minimal wet spots. Rubbish bins are empty.
Pass	Surfaces have some dust or smudges. Mild odours may be present. High-touch areas are mostly sanitised. Floors have some wet spots. Rubbish bins are not overflowing.
Fail	Surfaces are visibly dirty or stained. Strong odours present. High-touch areas are not sanitised. Floors are wet or sticky. Rubbish bins are overflowing or unsanitised.