

Quarantine Room

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

Scope of Work

- Dust all surfaces including ledges, sills, and equipment.
- Sanitise all high-touch surfaces such as door handles, light switches, and taps.
- Vacuum and mop floors using a colour-coded system to prevent cross-contamination.
- Empty and sanitise rubbish bins, replacing liners.
- Clean and sanitise toilet facilities, ensuring all fixtures are free from stains and odours.
- Ensure all cleaning products are used according to manufacturer instructions and safety data sheets.

Method

1. Prepare the cleaning trolley with appropriate colour-coded cloths and mops.
2. Dust all surfaces using a microfibre cloth, starting from high surfaces and working downwards.
3. Sanitise high-touch areas with a disinfectant spray, allowing appropriate contact time.
4. Vacuum the floor using a HEPA-filter vacuum cleaner.
5. Mop the floor with a disinfectant solution, ensuring even coverage.
6. Clean toilet facilities using a toilet brush and sanitising cleaner, ensuring all surfaces are scrubbed and rinsed.
7. Dispose of rubbish and replace bin liners, ensuring bins are sanitised.

Equipment

- Microfibre cloths (colour-coded)
- Disinfectant spray and solution
- Cleaning trolley
- HEPA-filter vacuum cleaner
- Toilet brush
- Rubbish bin liners

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are visibly clean and free from dust, stains, and marks. No odours present. High-touch areas are sanitised and dry. Floors are spotless and dry. Bins are empty and sanitised.
Good	Minor dust or marks on non-essential surfaces. No strong odours. High-touch areas are sanitised. Floors are clean with minimal streaks. Bins are empty.
Pass	Noticeable dust or marks on some surfaces. Mild odours present. High-touch areas are mostly sanitised. Floors are clean but may have streaks. Bins are not overflowing.
Fail	Visible dust, stains, or marks on multiple surfaces. Strong odours present. High-touch areas are not sanitised. Floors are dirty or wet. Bins are overflowing or not sanitised.