

## Train Platform

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

### Scope of Work

- Remove rubbish and debris from platform surfaces and bins.
- Sweep and mop platform floors, ensuring no slippery residues remain.
- Sanitise high-touch surfaces such as handrails, ticket machines, and seating areas.
- Dust and wipe down signage and information boards.
- Clean and polish glass surfaces, including windows and display cases.
- Check and refill sanitiser dispensers as needed.

### Method

1. Begin by collecting all visible rubbish and disposing of it in designated rubbish bins.
2. Use a broom and dustpan to sweep the entire platform, focusing on corners and edges.
3. Prepare a mop bucket with a neutral pH cleaning solution and mop the platform, ensuring to use a colour-coded mop head for public areas.
4. Sanitise high-touch areas using a disinfectant spray and microfibre cloth, ensuring all surfaces are visibly wet for the required contact time.
5. Dust signage and information boards with a microfibre duster, ensuring no dust remains.
6. Clean glass surfaces with a glass cleaner and squeegee, ensuring no streaks are left.
7. Check sanitiser dispensers and refill as necessary, ensuring they are operational.

### Equipment

- Broom and dustpan
- Mop and bucket with neutral pH cleaning solution
- Colour-coded microfibre cloths
- Disinfectant spray
- Microfibre duster
- Glass cleaner and squeegee
- Sanitiser refills

### Quality Criteria

| Performance Level | Criteria                                                                                                                                                                                           |
|-------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Excellent</b>  | All surfaces are visibly clean and free of debris, no odours present, high-touch areas are sanitised with no residue, glass surfaces are streak-free, and all dispensers are full and operational. |
| <b>Good</b>       | Minor debris present in low-traffic areas, no strong odours, high-touch areas are mostly sanitised, minor streaks on glass surfaces, and most dispensers are full and operational.                 |
| <b>Pass</b>       | Noticeable debris in some areas, mild odours present, high-touch areas partially sanitised, visible streaks on glass surfaces, and some dispensers are low but operational.                        |
| <b>Fail</b>       | Significant debris and rubbish present, strong odours, high-touch areas not sanitised, glass surfaces heavily streaked, and dispensers empty or non-operational.                                   |