

X-Ray Area

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

Scope of Work

- Dust all surfaces including equipment, ledges, and corners.
- Sanitise all high-touch surfaces such as door handles, light switches, and equipment controls.
- Vacuum all carpeted areas and mats.
- Mop hard floors with appropriate cleaning solution.
- Empty and sanitise rubbish bins.
- Clean and polish glass surfaces and partitions.
- Ensure all cleaning is conducted using colour-coded cleaning systems to prevent cross-contamination.

Method

1. Prepare the area by removing any obstacles and ensuring safety signs are in place.
2. Dust all surfaces using microfibre cloths to capture dust particles effectively.
3. Sanitise high-touch areas with a hospital-grade disinfectant.
4. Vacuum carpets using a HEPA-filter vacuum cleaner to ensure air quality.
5. Mop floors with a neutral pH cleaner, ensuring no residue is left.
6. Empty rubbish bins, replace liners, and sanitise the bin interior and exterior.
7. Clean glass surfaces with a streak-free glass cleaner.
8. Conduct a final inspection to ensure all tasks are completed to standard.

Equipment

- Microfibre cloths
- HEPA-filter vacuum cleaner
- Colour-coded mops and buckets
- Hospital-grade disinfectant
- Neutral pH floor cleaner
- Streak-free glass cleaner
- Rubbish bin liners
- Safety signs

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are visibly clean and free from dust, dirt, and smudges. No odours present. Floors are spotless and dry. Glass surfaces are streak-free. High-touch areas are sanitised and free from fingerprints. Rubbish bins are empty and sanitised.
Good	Minor dust or smudges on less than 5% of surfaces. No strong odours. Floors are clean with minimal residue. Glass surfaces have minor streaks. High-touch areas are mostly sanitised. Rubbish bins are empty but not sanitised.
Pass	Noticeable dust or smudges on 10% of surfaces. Mild odours present. Floors have visible residue. Glass surfaces have visible streaks. High-touch areas are partially sanitised. Rubbish bins are not sanitised.
Fail	Visible dust, dirt, or smudges on more than 10% of surfaces. Strong odours present. Floors are dirty or sticky. Glass surfaces are heavily streaked. High-touch areas are not sanitised. Rubbish bins are full or unsanitised.