Australian National Cleaning Management Framework (ANCMF)

Locker Area

Code: ANCMF-AU-EF-LA-01 • Facility: Education Facility • Frequency: daily

Scope of Work

- Dusting of all surfaces including lockers, benches, and shelves.
- Sanitising of high-touch areas such as locker handles, benches, and light switches.
- Vacuuming of floors to remove dust and debris.
- Mopping of hard floor surfaces with appropriate cleaning solution.
- Emptying and sanitising of rubbish bins.
- Inspection and removal of any visible stains or marks on walls and floors.
- Odour control measures to ensure a fresh environment.

Method

- 1. Prepare the cleaning trolley with all necessary equipment and supplies, ensuring colour-coded cloths and mops are used to prevent cross-contamination.
- 2. Dust all surfaces using a microfibre cloth, starting from the highest point and working downwards.
- 3. Sanitise high-touch areas with an approved disinfectant, allowing appropriate contact time as per manufacturer's instructions.
- 4. Vacuum the floor using a HEPA-filter vacuum cleaner to capture fine dust particles.
- 5. Mop the floor using a damp mop and a neutral pH cleaning solution, ensuring no excess water is left on the floor.
- 6. Empty rubbish bins, replace liners, and sanitise the bin interior and exterior.
- 7. Inspect the area for any stains or marks and spot clean as necessary.
- 8. Apply odour control measures if required, ensuring the product is safe for use in educational environments.

Equipment

- Microfibre cloths (colour-coded)
- HEPA-filter vacuum cleaner
- Mop and bucket (colour-coded)
- Neutral pH cleaning solution
- · Approved disinfectant
- Rubbish bin liners

Odour control products

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are free from dust and marks; high-touch areas are sanitised with no visible residue; floors are spotless and dry; no odours present; bins are empty and sanitised.
Good	Minor dust on non-essential surfaces; high-touch areas are sanitised; floors are clean with minimal moisture; faint odours may be present; bins are empty but not sanitised.
Pass	Noticeable dust on surfaces; high-touch areas are partially sanitised; floors are clean but damp; noticeable odours; bins are emptied but not sanitised.
Fail	Visible dust and marks on surfaces; high-touch areas are not sanitised; floors are dirty or wet; strong odours present; bins are full or not sanitised.