

1. To avoid the risk of cross contamination always use the correct colour coded cloths and equipment
2. At all times appropriate attire should be worn i.e. cleaning overalls.
3. All cleaning should commence from the First class entrance of the service vehicle and work towards the Buffet end.
4. All cleaning tasks should be completed on a high to low level task basis.
5. Ensure all surfaces are cleaned with special consideration to edges, sides and corners. This is where most dirt will harbour.
6. Always clean top, inside, outside and bottom of all areas / equipment in this order.
7. Ensure that all areas are completely free of litter and all surfaces are clean and free of marks, streaks, staining or residue following cleaning.

COLOUR CODING FOR HYGIENE

Always use two colours
within the washroom



BLUE

General lower risk areas
(excluding food areas)



GREEN

General food & bar
areas



RED

Sanitary appliances
& washroom floors



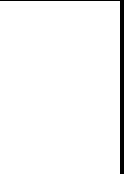
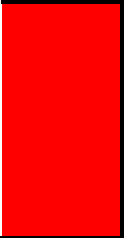
YELLOW

Wash basins & other
washroom surfaces

TOILETS	Task Code	Overnight Cleans	Precautions	Method of Cleaning : Overnight Cleans	Chemical	Equipment Required
Litter and Litter Bins	T1	✓	Protective gloves and overshoes must be worn at all times. DO NOT PUT HANDS INTO THE LITTER BINS TO REMOVE RUBBISH.	1. Pickup any litter and tissues from floor or sink areas and place in waste sack. 2. Remove bin liner and place in waste sack. 3. Remove any dirt from bin, spray inside and outside of bin with cleaning chemical and wipe with correct colour coded cloth. 4. Replace bin liner and close door ensuring it is securely fastened.	Blade QAC Washroom Kleen	YELLOW micro fibre cloths Yellow refuse sacks for waste from bins.
Graffiti, Chewing gum and Sticky labels.	T2	✓	Protective gloves and overshoes must be worn at all times.	1. To remove stickers or labels on toilet seat spray chemical on label, wait 3 minutes then peel and wipe with red micro fibre cloth to remove residue. 2. To remove chewing gum spray affected area wait 5 minutes then remove with scraper.	New Solv	YELLOW micro fibre cloth for all areas of toilet except toilet bowl and seat. RED micro fibre cloth for toilet bowl, seat and floor.

Toilet Bowls/Seat/Flush handle or button.	T3	✓	Protective gloves and overshoes must be worn at all times.	<ol style="list-style-type: none"> 1. Apply toilet cleaner to inside of bowl including under the rim and allow to soak. 2. Using spray cleaner and colour coded cloth, spray and wipe outside and around toilet bowl, toilet roll holder and handle, toilet seat lid, top, underneath and around hinges, working from clean to dirty. (The inside of the WC is the dirtiest area). 3. Scrub inside toilet bowl with toilet brush, particularly any stains, water lines and under rim. 4. Dry toilet seat and lid with cloth. 5. Ensure toilets are left with the lids up and seats down on completion of cleaning. 	Blade QAC Washroom Kleen	RED micro fibre cloth Toilet Brush
Hand Basin, Baby Change table and surrounding vanity unit surface	T4	✓	Protective gloves and overshoes must be worn at all times.	<ol style="list-style-type: none"> 1. With colour coded cloth and cleaning solution in spray bottle, wipe surrounding surfaces including both sides of baby change table. Clean underneath soap and hand towel dispenser and underneath sink unit where dirt can build up. 2. Remove any hair or other items from plug hole. 3. Wipe around inside of basin including overflow. 4. With running tap water, rinse basin thoroughly, swirling water into overflow. 	Blade QAC Washroom Kleen	YELLOW micro fibre cloth
Hand Contact Points: Grab rail/Seat rail/Litter bin front/all buttons/Signage etc.	T5	✓	Protective gloves and overshoes must be worn at all times.	1. With colour coded cloth and cleaning solution in spray bottle, wipe over seat rail, grab rail, litter bin front, all buttons and signage etc.	Blade QAC Washroom Kleen	YELLOW micro fibre cloth
Ceilings, light fittings and Walls	T6	✓	Protective gloves and overshoes must be worn at all times.	1. With colour coded cloth and cleaning solution in spray bottle spray and damp wipe any marks on ceiling, walls and light fittings.	Blade QAC	YELLOW micro fibre cloth
Toilet door / Kick Plate	T7	✓	Protective gloves and overshoes must be worn at all times.	1. With colour coded cloth and cleaning solution in spray bottle spray and damp wipe any marks on both sides of toilet door.	Blade QAC	YELLOW micro fibre cloth
Mirror	T8	✓	Protective gloves and overshoes must be worn at all times.	1. Spray clean mirrors and polish dry with clean micro fibre cloth.	Spray Vision	YELLOW micro fibre cloth

Top up all Toilet Tissue, Hand Soap and Paper Towel dispensers	T9	✓	Protective gloves and overshoes must be worn at all times.	1. Check all dispensers and ensure they are all topped up before train departure.	N/A	Toilet Tissue / Paper Towels / Hand soap.
Clean Toilet Floors and toilet door track.	T10	✓	Protective gloves and overshoes must be worn at all times.	1. Prepare cleaning solution in RED mop bucket adding detergent to hot water. 2. Mop floors using RED mop head paying particular attention to edges,sides,corners and the door runner. 3. Use abrasive pad to remove stubborn marks. 4. Change cleaning solution when water is dirty. 5. Leave floor as dry as possible.	Blade QAC	RED micro fibre cloths , RED mops and mop buckets. Abrasive Pad.
Biohazard Clean	T11	✓	Protective gloves and overshoes must be worn at all times.	Any traces of blood, vomit, excrement and urine must be removed and the area sterilised. Follow local depot procedures.	Super Zorb	Bio Hazard Kit
Sharp Objects / Needles	T12		Protective gloves and overshoes must be worn at all times.	All sharp objects / needles must be carefully disposed of using the sharps kit. Follow local depot procedures.		Sharps Kit



Colour
Code

