ANNEX H2

Reference of daily task list for Cleaners at Dialysis Centre (Mon - Sat, inclusive of PHs)

The Annex H outlines the daily task list for the cleaners at the dialysis centre. This is relevant at the date of this RFP. For the avoidance of doubt, NKF reserves the right at any time to vary /change the task list of the cleaner at the dialysis centres.

Reference of daily task list for AM Cleaner

- Top-up of toilet supplies - toilet rolls, paper towel & hand soap
- Clean the toilets before and after each patient's shift
- Mop, clean & tidy Nurse Counter and Waiting Area
- Wipe / polish Entrance Glass Doors
- Clear waste bin in Treatment Area
- Toilets cleaning and top-up supplies such as toilet rolls, paper towel & hand soap
- Mop, clean & tidy pantry area
- Mop, clean & tidy Treatment Area
- Cleaning of all sinks
- Mop, clean & tidy BME/RO Room
- 2nd time mop, clean & tidy Waiting Area
- All rooms to be cleaned and clear the refuse
- Clear general and biohazard waste to bin centre before the end of shift

Reference of daily task list for PM Cleaner

- Top-up toilet supplies - toilet rolls, paper towel & hand soap
- Clean the toilets before and after each patient's shift
- Mop, clean & tidy Store Room
- Clear waste bin in Treatment Area
- Mop, clean & tidy Treatment Area (minimum 2 times per shift)
- Mop, clean & tidy Clean Ultities Room
- Toilets cleaning and top-up supplies such as toilet rolls, paper towel & hand soap
- Clean & tidy Offices
- Mop, clean & tidy Pantry
- 2nd time clear waste bin, mop, clean & tidy in Treatment Area
- Clearing rubbish at bin centre
- Cleaning of all sinks
- Clear general and biohazard waste to bin centre before the end of shift
- All rooms to be cleaned and clear the refuse