

Public Transport & Transit Facilities Cleaning Checklist

(Bus Stations • Train Stations • Transport Hubs • Waiting Areas)

KEMP Cleaning Services

Public Areas / Concourse

- Sweep and mop floors with disinfectant
 - Vacuum entrance mats and carpeted areas
 - Clean and disinfect seating areas
 - Disinfect high-touch surfaces (handrails, ticket machines, buttons)
 - Clean internal glass panels and partitions
 - Remove fingerprints from glass and stainless steel
 - Dust accessible ledges and surfaces
 - Empty bins and replace liners
 - Remove visible litter and debris
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Platforms & Waiting Areas

- Sweep platform surfaces
 - Remove litter and debris
 - Spot clean spills and stains (surface level)
 - Clean benches and seating
 - Disinfect handrails and railings
 - Empty bins
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Ticketing & Customer Service Areas

- Clean and disinfect counters
 - Disinfect payment terminals (external surfaces only)
 - Clean internal windows and glass screens
 - Dust shelving and accessible surfaces
 - Empty bins
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Public Restrooms

- Clean and disinfect toilets and urinals
 - Clean sinks and counters
 - Polish mirrors
 - Refill soap and paper products
 - Mop floors with disinfectant
 - Disinfect high-touch areas
 - Empty sanitary and general waste bins
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Staff Areas

- Sweep and mop floors
 - Clean staff break areas (external surfaces only)
 - Wipe tables and seating
 - Empty bins
 - Clean staff restroom (if applicable)
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Exclusions – Not Included in Standard Service

The following services are excluded unless agreed in writing:

- Graffiti removal requiring specialist treatment
- Pressure washing of external structures
- Track or rail infrastructure cleaning
- High-level cleaning (ceilings, lighting rigs, signage above reachable height)
- Biohazard or hazardous waste remediation
- Snow or ice removal
- Mechanical maintenance or repair works
- Specialist deep stain removal

Additional services may be arranged upon written agreement and may incur additional charges.

**This checklist is provided as a comprehensive guideline of our standard cleaning service. The completion of all listed tasks may vary depending on the size and condition of the property, the time allocated for the service, and any specific priorities requested by the client.

Where particular areas are requested to be prioritised, our team will focus accordingly, and certain tasks within this checklist may be deferred to a future visit.