

SS 694:2023
(ICS 03.080.10)

SINGAPORE STANDARD

**Code of practice for the measurement of cleaning
performance for commercial, residential estates
and retail F&B premises**

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Published by Enterprise Singapore

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ISBN 978-981-5118-51-3

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Foreword

This Singapore Standard was prepared by the Working Group on Measurement of Cleaning Performance for Commercial, Residential Estates and Retail F&B Premises set up by the Technical Committee on Building Maintenance and Management under the purview of the Building and Construction Standards Committee (BCSC).

This standard has been developed to establish an industrywide approach to environmental cleaning. The standard can also be used as reference by software developers or programmers in the development of software applications for the e-inspection of premises cleanliness. It provides the following:

- Management of cleaning operations, including minimum cleaning frequencies, cleaning chemicals and equipment, staff training, etc;
- Cleaning inspection methodology; and
- Cleaning quality benchmark.

This standard resulted from the review of the following Singapore Standards:

- SS 499:2015 Cleaning service industry – Cleaning performance for commercial premises
- SS 533:2015 Cleaning performance for public housing estates
- SS 610:2016 Guidelines for cleaning performance of retail food and beverage (F&B) premises

In preparing this standard, reference was made to the following publications:

1. Code of Practice for Environmental Control Coordinators
2. Code of Practice for Environmental Control Officers for Specified Premises
3. NEN 2075:2018 Quality measuring system and process control system for cleaning performance

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The tables are included as examples in this Singapore Standard for the sole purpose of illustration. They do not connote any endorsement whatsoever by the Working Group and Enterprise Singapore.

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- 1. Singapore Standards (SSs) and Technical References (TRs) are reviewed periodically to keep abreast of technical changes, technological developments and industry practices. The changes are documented through the issue of either amendments or revisions. Where SSs are deemed to be stable, i.e. no foreseeable changes in them, they will be classified as "mature standards". Mature standards will not be subject to further review unless there are requests to review such standards.*
- 2. An SS or TR is voluntary in nature except when it is made mandatory by a regulatory authority. It can also be cited in contracts making its application a business necessity. Users are advised to assess and determine whether the SS or TR is suitable for their intended use or purpose. If required, they should refer to the relevant professionals or experts for advice on the use of the document. Enterprise Singapore and the Singapore Standards Council shall not be liable for any damages whether directly or indirectly suffered by anyone or any organisation as a result of the use of any SS or TR. Although care has been taken to draft this standard, users are also advised to ensure that they apply the information after due diligence.*
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Code of practice for the management of cleaning performance of commercial, residential estates and retail F&B premises

1 Scope

This standard is applicable for premises whereby cleaning is conducted by external service providers or in-house staff. Premises covered in this standard can be grouped under these categories: commercial, residential estates and retail food & beverage (F&B) as shown in Table 1.

Table 1 – Category of premises

Category	Premises
Commercial premises	Offices, shopping complexes, hotels, educational institutions, transport hubs (bus interchanges, air / seaports and train stations), recreational facilities or other premises with similar activities.
Residential estates and amenities	Public housing estates, private apartments, other premises such as dormitories and factory converted dormitories, recreation centres for accommodation purposes and their amenities.
Retail food & beverage (F&B) establishments	Hawker centres, food courts, canteens, restaurants, coffee shops or other premises with similar activities.

This standard contains information on the general management of cleaning performances and on how cleaning performances can be measured at specific premises.

Management of cleaning performance of premises covers the following:

- cleaning operations, including minimum cleaning frequencies, cleaning chemicals and equipment, staff training;
- preparations needed to conduct cleaning inspection;
- cleaning inspection methodology, including the use of other assessment tools such as the use of adenosine triphosphate (ATP) to measure cleaning performance qualitatively and / or quantitatively.

The cleaning quality benchmark is sub-divided into 3 areas – commercial, residential and retail F&B premises. It covers the elements for inspection, quality benchmarks or cleaning outcomes and inspection checklist specific to categories of premises.

As this standard covers mainly on general cleaning of premises, information on the application and frequencies of disinfection cleaning can be found separately in TR 88 'Use of technologies and processes for safe management measures.'

2 Normative references

There are no normative references in this standard.