

Canteen

Code: ANCMF-AU-EF-C-02 • Facility: Education Facility • Frequency: daily

Scope of Work

- Dusting of all surfaces including tables, chairs, and counters.
- Sanitising of food preparation areas, tables, and chairs.
- Mopping of floors with appropriate cleaning agents.
- Emptying and sanitising rubbish bins.
- Cleaning and sanitising sinks and taps.
- Spot cleaning walls and doors to remove marks and stains.
- Cleaning windows and glass surfaces.
- Ensuring all cleaning is performed using colour-coded cleaning systems to prevent cross-contamination.

Method

1. Begin by dusting all surfaces using a microfibre cloth to capture dust and allergens.
2. Sanitise all food preparation areas, tables, and chairs using a food-safe sanitiser.
3. Mop the floors using a neutral pH floor cleaner, ensuring all spills and stains are removed.
4. Empty rubbish bins, replace liners, and sanitise the bins with a disinfectant spray.
5. Clean sinks and taps with a non-abrasive cleaner, ensuring all soap scum and limescale are removed.
6. Spot clean walls and doors using a damp cloth and mild detergent to remove any visible marks.
7. Clean windows and glass surfaces with a glass cleaner, ensuring no streaks are left behind.
8. Use colour-coded cleaning cloths and mops to prevent cross-contamination between different areas.

Equipment

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|----------------------------|------------------------|---|
| • Microfibre cloths | • Disinfectant spray | • Colour-coded cleaning cloths and mops |
| • Food-safe sanitiser | • Non-abrasive cleaner | • Cleaning trolley |
| • Neutral pH floor cleaner | • Glass cleaner | |

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are spotless with no visible dust or stains. Floors are shiny and free of debris. No odours present. Rubbish bins are empty and sanitised. Windows are streak-free.
Good	Surfaces are clean with minimal dust. Floors are clean with no visible debris. No strong odours present. Rubbish bins are empty. Windows have minimal streaks.
Pass	Surfaces have some dust but are generally clean. Floors have minor debris. Mild odours may be present. Rubbish bins are not overflowing. Windows have some streaks.
Fail	Surfaces are visibly dusty or stained. Floors have significant debris. Strong odours present. Rubbish bins are overflowing. Windows are dirty with visible streaks.