

Exercise Area

Code: ANCMF-AU-GB-EA-01 • Facility: Government Building • Frequency: daily

Scope of Work

- Dust all surfaces including equipment, benches, and ledges.
- Sanitise all exercise equipment, including handles, seats, and touchpoints.
- Vacuum all carpeted areas and mats.
- Mop all hard floors with a suitable disinfectant solution.
- Empty and sanitise rubbish bins.
- Clean and polish mirrors and glass surfaces.
- Check and refill hand sanitiser dispensers.
- Remove any visible stains or marks from walls and floors.
- Ensure all cleaning is conducted using a colour-coded system to prevent cross-contamination.

Method

1. Begin by dusting all high surfaces, working downwards to prevent re-contamination.
2. Use a microfibre cloth and appropriate disinfectant to sanitise all exercise equipment, focusing on high-touch areas.
3. Vacuum all carpeted areas using a HEPA-filter vacuum to ensure dust and allergens are effectively removed.
4. Mop hard floors with a disinfectant solution, ensuring no residue is left behind.
5. Empty rubbish bins, replace liners, and sanitise the bin interior and exterior.
6. Clean mirrors and glass with a glass cleaner, ensuring no streaks are left.
7. Check hand sanitiser dispensers and refill as necessary.
8. Inspect walls and floors for stains, using appropriate cleaning solutions to remove them.
9. Ensure all cleaning equipment is cleaned and stored properly after use.

Equipment

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| • Microfibre cloths | • Glass cleaner | • Hand sanitiser refills |
| • HEPA-filter vacuum cleaner | • Colour-coded cleaning cloths and buckets | • Cleaning trolley |
| • Mop and bucket with disinfectant solution | • Rubbish bin liners | |

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are visibly clean with no dust or marks. Equipment is sanitised and free of fingerprints. Floors are spotless with no residue. Rubbish bins are empty and sanitised. Mirrors and glass are streak-free. Hand sanitiser dispensers are full.
Good	Minor dust on high surfaces. Equipment is mostly clean with minimal fingerprints. Floors have slight residue in corners. Rubbish bins are empty but not sanitised. Mirrors and glass have minor streaks. Hand sanitiser dispensers are mostly full.
Pass	Visible dust on surfaces. Equipment has visible fingerprints. Floors have noticeable residue. Rubbish bins are not emptied. Mirrors and glass have visible streaks. Hand sanitiser dispensers are low.
Fail	Heavy dust accumulation. Equipment is unsanitised with visible dirt. Floors are dirty with residue. Rubbish bins are overflowing. Mirrors and glass are dirty. Hand sanitiser dispensers are empty.