

Festival Ground

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

Scope of Work

- Remove all rubbish and debris from the festival ground area.
- Sweep and mop all hard surfaces to remove dirt and stains.
- Sanitise all high-touch surfaces including handrails, benches, and tables.
- Empty and clean all rubbish bins, replacing liners as needed.
- Ensure all signage is clean and legible.
- Check and clean all public toilets, ensuring they are fully stocked with necessary supplies.
- Inspect and clean any temporary structures or installations.
- Maintain cleanliness of pathways and ensure they are free of obstructions.

Method

1. Begin by collecting all visible rubbish and debris using a trolley and dispose of it in designated rubbish bins.
2. Sweep all hard surfaces with a broom to remove loose dirt and debris.
3. Use a mop and appropriate cleaning solution to mop all hard surfaces, focusing on removing stains and spills.
4. Sanitise high-touch surfaces using a disinfectant spray and cloth, ensuring all areas are thoroughly wiped down.
5. Empty rubbish bins, replace liners, and clean the exterior of the bins with a sanitising solution.
6. Check public toilets, clean all fixtures, and restock supplies such as toilet paper and soap.
7. Inspect temporary structures, clean surfaces, and ensure they are free of graffiti and dirt.
8. Perform a final walkthrough to ensure all areas are clean and free of hazards.

Equipment

- Trolley for rubbish collection
- Broom and dustpan
- Mop and bucket with cleaning solution
- Disinfectant spray and cloths
- Rubbish bin liners
- Personal protective equipment (PPE)
- Signage cleaning supplies

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are spotless with no visible dirt or stains. Rubbish bins are empty and clean. High-touch surfaces are sanitised and free of smudges. Toilets are pristine with all supplies fully stocked.
Good	Minor dirt or stains on surfaces. Rubbish bins are empty but may have minor smudges. High-touch surfaces are mostly clean. Toilets are clean with most supplies stocked.
Pass	Noticeable dirt or stains on some surfaces. Rubbish bins are not overflowing but have visible dirt. High-touch surfaces are somewhat clean. Toilets are usable but may lack some supplies.
Fail	Significant dirt or stains on surfaces. Rubbish bins are overflowing or dirty. High-touch surfaces are visibly dirty. Toilets are unclean or lack essential supplies.