

Kids Area

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

Scope of Work

- Dusting of all surfaces including play equipment, shelves, and furniture.
- Vacuuming of carpeted areas and rugs.
- Mopping of hard floors with appropriate cleaning solutions.
- Sanitising of frequently touched surfaces such as door handles, light switches, and play equipment.
- Emptying and sanitising rubbish bins.
- Cleaning and sanitising of any toilets and washbasins within the area.
- Spot cleaning of walls and windows as needed.

Method

1. Use a colour-coded cleaning system to prevent cross-contamination.
2. Begin with dusting from high to low surfaces using microfibre cloths.
3. Vacuum all carpeted areas using a HEPA-filter vacuum cleaner.
4. Mop hard floors with a neutral pH cleaner and a microfibre mop.
5. Sanitise all high-touch surfaces with a hospital-grade disinfectant.
6. Empty rubbish bins, replace liners, and sanitise the bin interior and exterior.
7. Clean and sanitise toilets and washbasins using appropriate bathroom cleaners.
8. Perform spot cleaning on walls and windows using a glass cleaner and microfibre cloth.

Equipment

- Microfibre cloths and mops
- HEPA-filter vacuum cleaner
- Colour-coded cleaning buckets and trolleys
- Hospital-grade disinfectant
- Neutral pH floor cleaner
- Glass cleaner
- Rubbish bin liners

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are visibly clean and free of dust, dirt, and smudges. Floors are spotless and free of debris. No odours present. High-touch areas are sanitised and free of fingerprints. Rubbish bins are empty and sanitised.
Good	Surfaces are mostly clean with minimal dust or smudges. Floors have minor debris. No strong odours. High-touch areas are mostly sanitised. Rubbish bins are empty but may have minor marks.
Pass	Surfaces have some dust or smudges. Floors have noticeable debris. Mild odours may be present. High-touch areas are partially sanitised. Rubbish bins are emptied but not sanitised.
Fail	Surfaces are visibly dirty with dust and smudges. Floors are dirty with significant debris. Strong odours present. High-touch areas are not sanitised. Rubbish bins are full or not emptied.