

Outdoor Seating

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

Scope of Work

- Remove all rubbish and debris from seating areas and surrounding grounds.
- Wipe down all seating surfaces with appropriate cleaning agents.
- Sanitise high-touch areas such as armrests and tabletops.
- Sweep and mop paved areas to remove dirt and stains.
- Empty and clean rubbish bins, replacing liners as needed.
- Inspect and clean any signage or information boards.
- Ensure all cleaning activities comply with Australian workplace health and safety requirements.

Method

1. Begin by collecting all visible rubbish and debris, placing it in the rubbish bin.
2. Use a colour-coded cleaning system to wipe down seating surfaces with a damp cloth and appropriate cleaning solution.
3. Sanitise high-touch areas using a disinfectant spray and clean cloth.
4. Sweep paved areas with a broom, followed by mopping with a suitable outdoor cleaning solution.
5. Empty rubbish bins, clean the interior and exterior, and replace liners.
6. Wipe down any signage or information boards with a damp cloth.
7. Conduct a final inspection to ensure all areas meet cleanliness standards.

Equipment

- Colour-coded cleaning cloths
- Disinfectant spray
- Broom and dustpan
- Mop and bucket
- Outdoor cleaning solution
- Rubbish bin liners
- Cleaning trolley

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are visibly clean and free of debris; no stains or marks present; high-touch areas are sanitised; bins are empty and clean; no unpleasant odours detected.
Good	Minor debris present; surfaces are mostly clean with few marks; high-touch areas are sanitised; bins are empty but may have minor residue; no strong odours.
Pass	Noticeable debris and some surface marks; high-touch areas partially sanitised; bins are emptied but not thoroughly cleaned; faint odours present.
Fail	Significant debris and dirt; surfaces have visible stains; high-touch areas not sanitised; bins are full or dirty; strong unpleasant odours present.