

Arcade

Code: ANCMF-AU-H-A-01 • Facility: Hospitality • Frequency: daily

Scope of Work

- Dusting of all surfaces including gaming machines, counters, and seating areas.
- Vacuuming of carpeted areas and mopping of hard floors.
- Sanitising of high-touch surfaces such as buttons, handles, and railings.
- Emptying and sanitising rubbish bins.
- Cleaning and sanitising of toilets and washbasins.
- Spot cleaning of walls and glass surfaces.
- Ensuring all cleaning activities comply with Australian workplace health and safety standards.

Method

1. Begin by dusting all surfaces using a microfibre cloth, starting from the highest point and working downwards.
2. Vacuum carpeted areas using a HEPA-filter vacuum cleaner to ensure dust and allergens are effectively removed.
3. Mop hard floors with a neutral pH floor cleaner, ensuring no residue is left behind.
4. Sanitise high-touch surfaces with a hospital-grade disinfectant, ensuring contact time as per manufacturer's instructions.
5. Empty rubbish bins, replace liners, and sanitise the bin interior and exterior.
6. Clean toilets and washbasins with a toilet-specific cleaner, ensuring all surfaces are scrubbed and sanitised.
7. Spot clean walls and glass surfaces using a glass cleaner and a lint-free cloth.
8. Conduct a final inspection to ensure all areas meet the quality criteria.

Equipment

- Microfibre cloths
- HEPA-filter vacuum cleaner
- Mop and bucket with neutral pH floor cleaner
- Hospital-grade disinfectant
- Rubbish bin liners
- Toilet-specific cleaner
- Glass cleaner and lint-free cloth

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are free of dust and smudges; floors are spotless with no visible debris; high-touch surfaces are sanitised and free of fingerprints; rubbish bins are empty and odour-free; toilets are pristine with no stains or odours.
Good	Minor dust on less accessible surfaces; floors have minimal debris; high-touch surfaces are mostly sanitised; rubbish bins are empty but may have slight odour; toilets are clean with minor water marks.
Pass	Noticeable dust on surfaces; floors have visible debris; high-touch surfaces show fingerprints; rubbish bins are not emptied regularly; toilets have visible stains or odours.
Fail	Heavy dust accumulation; floors are dirty with significant debris; high-touch surfaces are unsanitised; rubbish bins are overflowing; toilets are unclean with strong odours.