

Fine Dining

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

Scope of Work

- Dusting all surfaces including tables, chairs, and decorative items.
- Vacuuming carpets and rugs to remove dirt and debris.
- Mopping hard floors with appropriate cleaning solutions.
- Sanitising tables, chairs, and high-touch surfaces.
- Cleaning and polishing glassware and mirrors.
- Emptying and sanitising rubbish bins.
- Cleaning and sanitising toilets and washbasins.
- Ensuring all cleaning equipment is clean and stored correctly.

Method

1. Begin by dusting all surfaces using a microfibre cloth to capture dust and allergens.
2. Vacuum carpets and rugs thoroughly, paying attention to corners and under furniture.
3. Mop hard floors using a colour-coded mop and bucket system to prevent cross-contamination.
4. Sanitise tables and chairs with a food-safe sanitiser, ensuring all surfaces are wiped down.
5. Clean glassware and mirrors with a glass cleaner, ensuring no streaks or smudges remain.
6. Empty rubbish bins, replace liners, and sanitise the bin interior and exterior.
7. Clean toilets and washbasins with a disinfectant, ensuring all fixtures are polished and free of stains.
8. Inspect all areas for missed spots and perform a final check to ensure all tasks are completed to standard.

Equipment

- Microfibre cloths
- Vacuum cleaner
- Mop and bucket (colour-coded)
- Food-safe sanitiser
- Glass cleaner
- Disinfectant
- Rubbish bin liners

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are spotless, no visible dust or debris. Floors are gleaming with no streaks. Glassware and mirrors are crystal clear. No odours present. Rubbish bins are empty and sanitised.
Good	Minor dust on less accessible surfaces. Floors are clean with minimal streaks. Glassware and mirrors have no visible smudges. No unpleasant odours. Rubbish bins are empty and clean.
Pass	Noticeable dust on some surfaces. Floors are clean but streaks are visible. Glassware and mirrors have minor smudges. Faint odours may be present. Rubbish bins are emptied but not fully sanitised.
Fail	Visible dust and debris on surfaces. Floors are dirty or sticky. Glassware and mirrors are smudged. Unpleasant odours are present. Rubbish bins are full or unsanitised.