

Facial Room

Code: ANCMF-AU-H-FR-02 • Facility: Hospitality • Frequency: daily

Scope of Work

- Dust all surfaces including shelves, counters, and equipment.
- Sanitise all high-touch areas such as door handles, light switches, and treatment beds.
- Vacuum and mop floors using a colour-coded cleaning system to prevent cross-contamination.
- Empty and sanitise rubbish bins, replacing liners as needed.
- Clean and sanitise sinks and taps, ensuring no water spots or residue remain.
- Wipe down mirrors and glass surfaces to remove smudges and fingerprints.
- Ensure all cleaning activities comply with Australian workplace health and safety requirements.

Method

1. Prepare the cleaning trolley with appropriate colour-coded cloths and cleaning agents.
2. Dust all surfaces using a microfibre cloth to capture dust particles effectively.
3. Sanitise high-touch areas with a disinfectant spray, allowing appropriate contact time for effectiveness.
4. Vacuum the floor using a HEPA-filter vacuum cleaner to reduce airborne particles.
5. Mop the floor with a neutral pH cleaner, using a two-bucket system to prevent cross-contamination.
6. Empty rubbish bins, replace liners, and sanitise the bin interior and exterior.
7. Clean sinks and taps with a non-abrasive cleaner, ensuring all surfaces are rinsed and dried.
8. Wipe mirrors and glass surfaces with a glass cleaner, using a lint-free cloth for a streak-free finish.

Equipment

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| • Microfibre cloths (colour-coded) | • Neutral pH floor cleaner | • Lint-free cloths |
| • Disinfectant spray | • Two-bucket mopping system | • Cleaning trolley |
| • HEPA-filter vacuum cleaner | • Glass cleaner | |

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are free of dust and smudges; high-touch areas are sanitised with no residue; floors are spotless with no streaks; rubbish bins are clean and odour-free; mirrors and glass surfaces are streak-free.
Good	Minor dust on surfaces; high-touch areas are mostly sanitised; floors have minimal streaks; rubbish bins are clean but may have slight odour; mirrors and glass surfaces have minor streaks.
Pass	Noticeable dust on surfaces; some high-touch areas missed; floors have visible streaks; rubbish bins have noticeable odour; mirrors and glass surfaces have visible streaks.
Fail	Heavy dust accumulation; high-touch areas not sanitised; floors are dirty with streaks; rubbish bins are dirty and odorous; mirrors and glass surfaces are heavily streaked.