

Games Room

Code: ANCMF-AU-H-GR-03 • Facility: Hospitality • Frequency: daily

Scope of Work

- Dust all surfaces including gaming tables, shelves, and electronic equipment.
- Vacuum all carpeted areas and spot clean as necessary.
- Mop hard floors using appropriate cleaning solutions.
- Sanitise all high-touch surfaces such as door handles, light switches, and gaming equipment.
- Empty rubbish bins and replace liners.
- Clean and polish glass surfaces and mirrors.
- Ensure all cleaning is conducted using colour-coded cleaning systems to prevent cross-contamination.
- Check for and remove any unpleasant odours.

Method

1. Prepare the cleaning trolley with all necessary supplies and equipment, ensuring colour-coded cloths and mops are used.
2. Begin by dusting all surfaces from high to low, using a damp microfibre cloth to capture dust effectively.
3. Vacuum carpeted areas thoroughly, paying special attention to corners and under furniture.
4. Mop hard floors with a neutral pH cleaner, ensuring no residue is left behind.
5. Sanitise high-touch areas with a disinfectant spray, allowing appropriate contact time for effectiveness.
6. Empty rubbish bins, replace liners, and ensure bins are clean and odour-free.
7. Clean glass surfaces with a glass cleaner, ensuring no streaks are left.
8. Conduct a final inspection to ensure all areas meet the quality criteria.

Equipment

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| • Vacuum cleaner with HEPA filter | • Cleaning trolley | • Glass cleaner |
| • Microfibre cloths (colour-coded) | • Neutral pH floor cleaner | • Rubbish bin liners |
| • Mop and bucket (colour-coded) | • Disinfectant spray | |

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are free of dust and smudges; floors are spotless with no residue; no odours present; high-touch areas are fully sanitised; glass surfaces are streak-free.
Good	Minor dust on less accessible surfaces; floors are clean with minimal residue; no strong odours; most high-touch areas sanitised; minor streaks on glass surfaces.
Pass	Noticeable dust on surfaces; floors have some residue; mild odours present; some high-touch areas missed; visible streaks on glass surfaces.
Fail	Significant dust accumulation; floors are dirty; strong odours present; high-touch areas not sanitised; glass surfaces are heavily streaked.