

Nightclub

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

Scope of Work

- Dusting and wiping all surfaces including bars, tables, and seating areas.
- Vacuuming and mopping all floors, including dance floors and entryways.
- Sanitising all high-touch areas such as door handles, taps, and railings.
- Cleaning and sanitising toilets, ensuring all fixtures are spotless and odour-free.
- Emptying and sanitising rubbish bins and replacing liners.
- Cleaning mirrors and glass surfaces to a streak-free finish.
- Ensuring all cleaning is conducted using a colour-coded system to prevent cross-contamination.

Method

1. Begin by organising the cleaning trolley with all necessary supplies, ensuring colour-coded cloths and mops are used for different areas.
2. Dust all surfaces using a microfibre cloth, starting from high surfaces and working downwards.
3. Vacuum all carpeted areas and use a mop for hard floors, ensuring no residue is left behind.
4. Sanitise high-touch areas with an appropriate disinfectant, allowing sufficient contact time as per product instructions.
5. Thoroughly clean toilets using designated toilet cleaning products, ensuring all surfaces are sanitised.
6. Empty rubbish bins, replace liners, and sanitise the bin interiors and exteriors.
7. Clean mirrors and glass surfaces using a glass cleaner and a lint-free cloth.

Equipment

- Colour-coded microfibre cloths and mops
- Vacuum cleaner
- Floor mop and bucket
- Cleaning trolley
- Disinfectant and sanitising solutions
- Glass cleaner
- Rubbish bin liners

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are spotless with no visible dust or marks. Floors are clean and free of debris. Toilets are sanitised and odour-free. High-touch areas are sanitised with no residue. Glass surfaces are streak-free.
Good	Minor dust or marks on surfaces. Floors are mostly clean with minimal debris. Toilets are clean with slight odour. High-touch areas are mostly sanitised. Glass surfaces have minor streaks.
Pass	Noticeable dust or marks on surfaces. Floors have some debris. Toilets are clean but have noticeable odour. High-touch areas are partially sanitised. Glass surfaces have visible streaks.
Fail	Significant dust or marks on surfaces. Floors are dirty with visible debris. Toilets are unsanitary with strong odour. High-touch areas are not sanitised. Glass surfaces are dirty with streaks.