

## Pastry Kitchen

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

### Scope of Work

- Thoroughly clean and sanitise all work surfaces, benches, and preparation areas.
- Clean and sanitise all equipment, including mixers, ovens, and utensils.
- Empty and clean rubbish bins, ensuring waste is disposed of according to local regulations.
- Sweep and mop floors using appropriate cleaning solutions.
- Clean and sanitise sinks and taps.
- Dust and wipe down all accessible surfaces, including shelves and storage areas.
- Ensure all cleaning is conducted using a colour-coded system to prevent cross-contamination.

### Method

1. Prepare cleaning trolley with all necessary supplies, ensuring colour-coded cloths and mops are used.
2. Begin by removing all rubbish and debris from the area.
3. Apply appropriate cleaning solution to surfaces and equipment, allowing contact time as per manufacturer's instructions.
4. Wipe down surfaces with a clean, damp cloth, ensuring all residues are removed.
5. Sweep floors thoroughly before mopping with a sanitising solution.
6. Rinse and sanitise sinks and taps, ensuring no water spots remain.
7. Inspect all areas to ensure compliance with cleanliness standards.

### Equipment

- Colour-coded cleaning cloths and mops
- Cleaning trolley
- Sanitising solutions compliant with Food Standards Australia New Zealand
- Dustpan and broom
- Rubbish bin liners
- Personal protective equipment (PPE)

### Quality Criteria

| Performance Level | Criteria                                                                                                                                                                                    |
|-------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Excellent</b>  | All surfaces and equipment are spotless, with no visible residues or stains. Floors are clean and dry with no debris. No odours present. All cleaning tasks completed on schedule.          |
| <b>Good</b>       | Minor residues or water spots may be present but are not immediately noticeable. Floors are clean with minimal debris. No strong odours present. Most cleaning tasks completed on schedule. |
| <b>Pass</b>       | Visible residues or stains on some surfaces. Floors may have some debris. Mild odours present. Some cleaning tasks may be delayed.                                                          |
| <b>Fail</b>       | Significant residues or stains on surfaces. Floors are dirty with noticeable debris. Strong odours present. Many cleaning tasks incomplete or delayed.                                      |