

Water Treatment

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

Scope of Work

- Sanitising all surfaces including control panels, handrails, and benches.
- Dusting and wiping down all accessible surfaces to prevent dust accumulation.
- Mopping floors with appropriate cleaning solutions to prevent slip hazards.
- Emptying and sanitising rubbish bins.
- Cleaning and sanitising sinks and taps.
- Ensuring all cleaning equipment is properly maintained and stored.

Method

1. Prepare the area by removing any obstructions and ensuring safety signage is in place.
2. Use a colour-coded cleaning system to prevent cross-contamination.
3. Dust all surfaces using microfibre cloths, starting from high surfaces and working downwards.
4. Sanitise all surfaces with an approved disinfectant, paying special attention to high-touch areas.
5. Mop floors using a wet mop and appropriate cleaning solution, ensuring no excess water is left on the floor.
6. Empty rubbish bins and replace liners, then sanitise the bins.
7. Clean and sanitise sinks and taps, ensuring no water spots are left.
8. Inspect the area to ensure all tasks are completed to standard.

Equipment

- Microfibre cloths
- Colour-coded cleaning cloths
- Wet mop and bucket
- Approved disinfectant
- Rubbish bin liners
- Safety signage
- Cleaning trolley

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are visibly clean and sanitised, with no dust or residue. Floors are dry and free of debris. No odours present. Rubbish bins are empty and sanitised. All equipment is stored correctly.
Good	Surfaces are mostly clean with minor dust or residue. Floors are mostly dry with minimal debris. No strong odours. Rubbish bins are empty but not sanitised. Equipment is mostly stored correctly.
Pass	Surfaces have visible dust or residue. Floors have some debris. Mild odours present. Rubbish bins are not empty or sanitised. Equipment is not stored correctly.
Fail	Surfaces are dirty with significant dust or residue. Floors are wet or have significant debris. Strong odours present. Rubbish bins are full and unsanitised. Equipment is improperly stored.