

Cafeteria

Code: ANCMF-AU-HF-C-03 • Facility: Healthcare Facility • Frequency: daily

Scope of Work

- Dust and wipe all surfaces including tables, chairs, and counters.
- Sanitise all food preparation and serving areas.
- Clean and sanitise sinks and taps.
- Empty and sanitise rubbish bins.
- Sweep and mop floors using appropriate cleaning solutions.
- Clean and sanitise high-touch areas such as door handles and light switches.
- Ensure all cleaning is performed using colour-coded cleaning systems to prevent cross-contamination.

Method

1. Begin by donning appropriate personal protective equipment (PPE) as per Australian health and safety guidelines.
2. Use a colour-coded cleaning system to prevent cross-contamination, starting with the least contaminated areas.
3. Dust and wipe all surfaces with a damp microfibre cloth, ensuring no dust or debris remains.
4. Sanitise all food preparation and serving areas using a food-safe sanitiser.
5. Clean sinks and taps with a disinfectant cleaner, ensuring all surfaces are thoroughly rinsed and dried.
6. Empty rubbish bins, replace liners, and sanitise the bin interior and exterior.
7. Sweep floors to remove loose debris, then mop using a neutral pH floor cleaner.
8. Wipe down high-touch areas with a disinfectant wipe, ensuring all surfaces are covered.
9. Inspect the area to ensure all tasks are completed to the required standard.

Equipment

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| • Colour-coded microfibre cloths | • Neutral pH floor cleaner | • Cleaning trolley |
| • Food-safe sanitiser | • Rubbish bin liners | • Disinfectant wipes |
| • Disinfectant cleaner | • Personal protective equipment (PPE) | |

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are visibly clean and free from dust and debris. No odours present. Floors are spotless with no streaks. High-touch areas are sanitised and free from smudges. Bins are empty and sanitised.
Good	Surfaces are mostly clean with minor dust in less accessible areas. No strong odours. Floors are clean with minimal streaks. High-touch areas are mostly sanitised. Bins are empty but may have minor residue.
Pass	Surfaces have some dust and debris. Mild odours may be present. Floors are clean but streaked. High-touch areas are partially sanitised. Bins are emptied but not sanitised.
Fail	Surfaces are visibly dirty with dust and debris. Strong odours present. Floors are dirty or sticky. High-touch areas are not sanitised. Bins are full or not emptied.