

## Kids Play Area

Code: ANCMF-AU-R-KPA-01 • Facility: Retail • Frequency: daily

### Scope of Work

- Dusting of all surfaces including play equipment, furniture, and fixtures.
- Sanitising of high-touch areas such as door handles, play equipment, and seating.
- Vacuuming of carpeted areas and rugs.
- Mopping of hard floors with appropriate cleaning solutions.
- Emptying and sanitising rubbish bins.
- Spot cleaning of walls and glass surfaces.
- Ensuring all cleaning activities are conducted using a colour-coded cleaning system to prevent cross-contamination.

### Method

1. Begin by dusting all surfaces using microfibre cloths, starting from the highest points and working downwards.
2. Sanitise high-touch areas using a disinfectant spray and cloth, ensuring all surfaces are visibly wet for the recommended contact time.
3. Vacuum carpeted areas using a HEPA-filter vacuum cleaner to minimise dust and allergens.
4. Mop hard floors using a damp mop and a neutral pH floor cleaner, ensuring no residue is left behind.
5. Empty rubbish bins, replace liners, and sanitise the bin interior and exterior.
6. Spot clean walls and glass surfaces using a glass cleaner and a lint-free cloth.
7. Conduct a final inspection to ensure all areas meet the quality criteria.

### Equipment

- |                              |                            |                                |
|------------------------------|----------------------------|--------------------------------|
| • Microfibre cloths          | • Damp mop and bucket      | • Lint-free cloths             |
| • Disinfectant spray         | • Neutral pH floor cleaner | • Colour-coded cleaning system |
| • HEPA-filter vacuum cleaner | • Glass cleaner            | supplies                       |

### Quality Criteria

| Performance Level | Criteria                                                                                                                                                                               |
|-------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Excellent</b>  | All surfaces are free of dust, marks, and smudges; high-touch areas are sanitised with no visible residue; floors are spotless with no streaks; rubbish bins are clean and odour-free. |
| <b>Good</b>       | Minor dust or smudges on less than 5% of surfaces; high-touch areas are mostly sanitised; floors have minimal streaks; rubbish bins are clean with slight odour.                       |
| <b>Pass</b>       | Noticeable dust or smudges on 10% of surfaces; high-touch areas partially sanitised; floors have visible streaks; rubbish bins are not completely clean.                               |
| <b>Fail</b>       | Significant dust or smudges on more than 10% of surfaces; high-touch areas not sanitised; floors are dirty or sticky; rubbish bins are dirty and have strong odour.                    |