

Outdoor Seating

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

Scope of Work

- Remove all rubbish and debris from seating and surrounding areas.
- Wipe down and sanitise all seating surfaces, tables, and handrails.
- Sweep and mop the flooring to remove dirt and stains.
- Empty and sanitise rubbish bins.
- Check and clean any outdoor fixtures such as umbrellas or shade structures.
- Ensure all surfaces are free from dust, grime, and sticky residues.
- Spot clean any visible stains or spills immediately.

Method

1. Begin by collecting all visible rubbish and debris, placing it in the designated rubbish bins.
2. Use a colour-coded cleaning system to avoid cross-contamination, ensuring separate cloths and mops for different areas.
3. Wipe down all seating and table surfaces with a sanitising solution, ensuring all surfaces are covered.
4. Sweep the entire area to remove loose dirt and debris.
5. Mop the floor with a suitable cleaning solution, focusing on high-traffic areas.
6. Empty rubbish bins, replace liners, and sanitise the bin surfaces.
7. Inspect and clean any outdoor fixtures, ensuring they are free from dust and bird droppings.
8. Conduct a final inspection to ensure all areas meet the cleanliness standards.

Equipment

- Colour-coded cleaning cloths and mops
- Sanitising solutions
- Broom and dustpan
- Mop and bucket
- Rubbish bags
- Cleaning trolley
- Personal protective equipment (PPE)

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are spotless, with no visible dirt, stains, or residues. Rubbish bins are empty and odour-free. The area is visually appealing and inviting.
Good	Minor dust or smudges may be present but are not immediately noticeable. Rubbish bins are empty, with minimal odour. The area is generally clean and tidy.
Pass	Some visible dirt or stains are present but do not significantly detract from the overall appearance. Rubbish bins are not overflowing, and odour is controlled.
Fail	Visible dirt, stains, or residues are present on multiple surfaces. Rubbish bins are overflowing or emit strong odours. The area appears neglected and uninviting.