Australian National Cleaning Management Framework (ANCMF)

Bridal Suite

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

Scope of Work

- Dust all surfaces including furniture, fixtures, and fittings.
- Vacuum all carpeted areas and rugs.
- Mop hard floors using appropriate cleaning solutions.
- Sanitise all high-touch areas such as door handles, light switches, and remote controls.
- Clean and sanitise the bathroom, including the toilet, shower, and sink.
- Replace used towels and linens with fresh ones.
- Empty rubbish bins and replace liners.
- Ensure all mirrors and glass surfaces are streak-free.
- Check for and remove any unpleasant odours.
- Replenish toiletries and amenities as needed.

Method

- 1. Begin by organising the cleaning trolley with all necessary supplies and equipment, ensuring colour-coded cloths are used for different areas to prevent cross-contamination.
- 2. Dust all surfaces using a microfibre cloth, starting from the highest point and working downwards.
- 3. Vacuum carpets and rugs thoroughly, paying special attention to corners and under furniture.
- 4. Mop hard floors with a suitable cleaning solution, ensuring no residue is left behind.
- 5. Sanitise high-touch areas using a disinfectant spray and a clean cloth.
- In the bathroom, apply cleaning products to the toilet, shower, and sink, allowing time for them to work before scrubbing and rinsing.
- 7. Replace towels and linens, ensuring they are neatly arranged.
- 8. Empty rubbish bins, replace liners, and ensure bins are clean.
- 9. Clean mirrors and glass surfaces with a glass cleaner, ensuring they are streak-free.
- 10. Use an air freshener or odour neutraliser if necessary to maintain a pleasant scent.
- 11. Replenish toiletries and amenities, ensuring they are neatly arranged.

Equipment

- Microfibre cloths (colour-coded)
- Vacuum cleaner
- Mop and bucket

- Cleaning trolley
- Disinfectant spray
- Glass cleaner

- Air freshener
- Rubbish bin liners
- Cleaning solutions for floors and surfaces

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are spotless with no visible dust or marks; carpets are free of debris and stains; floors are gleaming with no residue; high-touch areas are fully sanitised; bathroom fixtures are sparkling; mirrors and glass are streak-free; no odours present; all amenities are fully stocked and neatly arranged.
Good	Minor dust or marks on surfaces; carpets mostly clean with minor debris; floors clean with slight residue; high-touch areas mostly sanitised; bathroom fixtures mostly clean; mirrors and glass mostly streak-free; faint odours; most amenities stocked and arranged.
Pass	Noticeable dust or marks on surfaces; carpets have visible debris; floors have visible residue; high-touch areas partially sanitised; bathroom fixtures have visible grime; mirrors and glass have streaks; noticeable odours; some amenities missing or disorganised.

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Heavy dust or marks on surfaces; carpets heavily soiled; floors dirty with heavy residue; high-touch areas not sanitised; bathroom fixtures dirty; mirrors and glass heavily streaked; strong odours; many amenities missing or disorganised.

