Australian National Cleaning Management Framework (ANCMF)

Stairwell

Code: ANCMF-AU-H-S-04 • Facility: Hospitality • Frequency: daily

Scope of Work

- Dust all horizontal surfaces including handrails, ledges, and skirting boards.
- Vacuum carpeted areas and mop hard floors using a colour-coded cleaning system.
- Wipe down walls and remove any visible marks or stains.
- Sanitise handrails and high-touch areas to prevent the spread of germs.
- Empty rubbish bins and replace liners.
- Ensure all cleaning activities comply with Australian workplace health and safety requirements.

Method

- 1. Prepare the cleaning trolley with all necessary equipment and supplies, ensuring colour-coded cloths and mops are used.
- 2. Dust all horizontal surfaces starting from the top of the stairwell and working downwards.
- 3. Vacuum carpeted areas thoroughly, paying special attention to corners and edges.
- 4. Mop hard floors using a damp mop and appropriate cleaning solution, ensuring no excess water is left on the floor.
- 5. Wipe down walls and remove any marks using a suitable cleaning agent.
- 6. Sanitise handrails and high-touch areas with a disinfectant solution.
- 7. Empty rubbish bins, replace liners, and ensure bins are clean and odour-free.
- 8. Conduct a final inspection to ensure all areas meet the quality criteria.

Equipment

- Cleaning trolley with colour-coded cleaning supplies
- Vacuum cleanerMop and bucket

- · Microfibre cloths
- · Disinfectant solution
- Dusting tools

· Rubbish bin liners

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are free of dust and marks; floors are spotless with no streaks; handrails are sanitised and polished; no rubbish or odours present.
Good	Minor dust on non-essential surfaces; floors are clean with minimal streaks; handrails are sanitised; bins are empty with no odours.
Pass	Visible dust on some surfaces; floors are clean but may have some streaks; handrails are wiped but not polished; bins are emptied but may have slight odour.
Fail	Significant dust accumulation; floors are dirty or streaked; handrails are not sanitised; rubbish bins are full or have strong odours.