

05 Appendix A: SCHEDULE 1

**PROVISION OF CLEANING SERVICE
PEAK DISTRICT NATIONAL PARK AUTHORITY
ALDERN HOUSE, BAKEWELL, DERBYSHIRE**

CLEANING SPECIFICATION

| | ACCEPTABLE ON COMPLETION OF TASK | UNACCEPTABLE | ACCEPTABLE BETWEEN CLEANING TASKS |
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| <u>HARD FLOORS</u> | | | |
| 1. (a) Spot mop | Dry and free from spillages, removable stains, superficial marks and loose debris | Build up of spillages, removable stains, superficial marks and loose debris | Debris and spillages arising from usage between cleans |
| (b) Full mop | Has uniform appearance and is dry and free from spillages, removable stains, superficial marks and loose debris | Build up of spillages, removable stains, superficial marks and loose debris. Having a non uniform finish | Debris and spillages arising from usage between cleans |
| 2. Full suction clean | Free from visible loose debris, dust, fluff, lint. | Build up of removable debris dust, fluff, lint, stains and matter. Accumulation of the above around floor edges and bases of furniture | Debris arising from usage between cleans |
| 3. Scrub | Dry and free from removable stains, spillages, ingrained dirt, scuffmarks and impacted debris. Of uniform appearance | Build up of removable stains, spillages, ingrained dirt, scuffmarks and impacted debris. Of non uniform appearance. | Debris and scuffmarks arising from usage between cleans |
| 4. Burnish/Polish | Dry and free from removable stains, spillages, scuffmarks and debris. Has even sheen | Non uniform appearance, build up of removable stains, spillages, loose debris and scuffmarks | Debris and scuffmarks arising from usage between cleans |
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| <u>SOFT FLOORS</u> | | | |
| 1. (a) Spot clean | Free from visible loose debris, dust, fluff and lint, removable stains and matter | Build up of removable debris dust, fluff, lint, stains and matter. Accumulation of the above around soft floor edges and bases of furniture | Debris arising from usage between cleans |
| (b) Stain removal | Stain removed | Evidence of old untreated stains | Dampness after cleaning carried out |
| (c) Full suction clean | Free from visible loose debris, dust, fluff, lint. Overall even appearance | Build up of removable debris dust, fluff, lint, stains and matter. Accumulation of the above around soft floor edges and bases of furniture | Debris arising from usage between cleans |
| <u>VERTICAL SURFACES AND HIGH LEVEL</u> | | | |
| 1. Dust/vacuum | Free from visible loose debris, dust and cobwebs on horizontal and vertical surfaces | Build up of loose debris and dust on vertical surfaces and at points of contact with horizontal surfaces | Debris arising from usage between cleans |
| 2. (a) Damp wipe/spot wash | Free from impacted debris, dust and cobwebs | Build up of impacted debris and dust on vertical surfaces. Removable stains | Debris, dust and stains arising from usage between cleans |
| (b) Damp wipe/full wash | Free from impacted debris, dust, cobwebs and removable stains/graffiti. Uniform appearance | Build up of impacted debris and dust on vertical surfaces and at points of contact with horizontal surfaces. Removable stains and smears | Debris, dust and stains arising from usage between cleans |

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| <u>HORIZONTAL SURFACES</u> | | | |
| 1. Dust | Free from visible loose debris, dust and cobwebs on horizontal and vertical surfaces | Build up of loose debris and dust on vertical surfaces and at points of contact with horizontal surfaces | Debris arising from usage between cleans |
| 2. (a) Damp wipe/spot wash | Free from impacted debris, dust and cobwebs | Build up of impacted debris and dust on vertical surfaces. Removable stains | Debris, dust and stains arising from usage between cleans |
| (b) Damp wipe/full wash | Free from impacted debris, dust, cobwebs and removable stains/graffiti. Uniform appearance | Build up of impacted debris and dust on vertical surfaces and at points of contact with horizontal surfaces. Removable stains and smears | Debris, dust and stains arising from usage between cleans |
| <u>NON-UPHOLSTERED FURNITURE, FIXTURES & FITTINGS</u> | | | |
| 1. Dust | Free from visible loose debris, dust and cobwebs | Build up of loose debris and dust on vertical surfaces and at points of contact with vertical surfaces | Debris arising from usage between cleans |
| 2. Damp wipe/wash | Free from impacted debris, dust, cobwebs and removable stains. Uniform appearance. Dry | Build up of impacted debris and dust on vertical surfaces and at points of contact with horizontal surfaces. Removable stains and smears | Debris, dust and stains arising from usage between cleans |
| 3. Polish | Dry and free from removable stains, spillages and debris. Has bright even sheen | Non uniform appearance, build up of removable stains, spillages, loose debris, marks and excess polish | Debris and marks arising from usage between cleans |
| <u>UPHOLSTERED FURNITURE, FIXTURES & FITTINGS</u> | | | |
| 1. Suction clean | Free from visible loose debris, dust and cobwebs | Build up of loose debris and dust on vertical surfaces and at points of contact with vertical surfaces | Debris arising from usage between cleans |
| 2. Damp wipe/spot wash | Free from impacted debris, dust, cobwebs and staining | Build up of impacted debris and dust on vertical surfaces. Removable stains | Debris, dust and stains arising from usage between cleans |
| <u>SANITARY FITTINGS</u> | | | |
| 1. Damp wipe/wash | Free from impacted debris, dust, removable stains, body fats and fluids. Uniform appearance. Dry. Odour free | Build up of impacted debris, dust and fats on all surfaces and at points of contact with horizontal surfaces. Removable stains and smears | Debris, dust and stains arising from usage between cleans. Residual odour. |
| 2. Deep clean | Free from impacted debris, dust and removable stains on all surfaces, body fats and fluids, scale and verdi gris. Uniform appearance. Dry. Odour free | Build up of impacted debris, dust, fats, scale and verdi gris on all surfaces and at points of contact with other surfaces. Removable stains and smears | Debris, dust and stains arising from usage between cleans. Residual odour. |
| <u>KITCHEN APPLIANCES</u> | | | |
| 1. Damp wipe/wash | Free from impacted debris, dust, removable stains, body fats and fluids. Uniform appearance. Dry. Odour free | Build up of impacted debris, dust and fats on all surfaces and at points of contact with horizontal surfaces. Removable stains and smears | Debris, dust and stains arising from usage between cleans. Residual odour. |
| 2. Deep clean | Free from impacted debris, dust and removable stains on all surfaces, body fats and fluids, scale and verdi gris. Uniform appearance. Dry. Odour free | Build up of impacted debris, dust and fats on all surfaces and at points of contact with horizontal surfaces. Removable stains and smears | Debris, dust and stains arising from usage between cleans. Residual odour. |