









# Cleaning plan



Last changed: 21/2-2022

<b>Workplace information:</b>	<b>Comments:</b>
The Office (403) 43 Church Way WV3 3FT Bradmore	

Task:	Office	Kitchen Canteen	Toilets Bath
<b>Inventarrensøring</b>			
 Ventilate	M T W T F S S	M T W T F S S	M T W T F S S
 Clean kitchen	M T W T F S S	M T W T F S S	M T W T F S S
 Clean under kitchen sinks	M T W T F S S	M T W T F S S	M T W T F S S
 Wipe shelves	M T W T F S S	M T W T F S S	M T W T F S S
 Wipe radiators	M T W T F S S	M T W T F S S	M T W T F S S
 Wipe chairs	M T W T F S S	M T W T F S S	M T W T F S S
 Wipe panels	M T W T F S S	M T W T F S S	M T W T F S S
 Wipe cable trays	M T W T F S S	M T W T F S S	M T W T F S S
 Wipe window frames	M T W T F S S	M T W T F S S	M T W T F S S
 Wipe lamps	M T W T F S S	M T W T F S S	M T W T F S S
 Dust IT equipment, etc.	M T W T F S S	M T W T F S S	M T W T F S S
 Dust picture frames, etc.	M T W T F S S	M T W T F S S	M T W T F S S
 Wipe doors	M T W T F S S	M T W T F S S	M T W T F S S
 Wipe contact surfaces	M T W T F S S	M T W T F S S	M T W T F S S
 Clean kitchen	M T W T F S S	M T W T F S S	M T W T F S S
 Polish mirrors	M T W T F S S	M T W T F S S	M T W T F S S
 Clean sinks	M T W T F S S	M T W T F S S	M T W T F S S

Task:	Office	Kitchen Canteen	Toilets Bath
 Clean restrooms	MTWTFSS	MTWTFSS	MTWTFSS
 Clean showers	MTWTFSS	MTWTFSS	MTWTFSS
 Dust exhaust system	MTWTFSS	MTWTFSS	MTWTFSS
 Remove cobwebs	MTWTFSS	MTWTFSS	MTWTFSS
<b>Opfyldning</b>			
 Refill soap	MTWTFSS	MTWTFSS	MTWTFSS
 Refill paper towels	MTWTFSS	MTWTFSS	MTWTFSS
 Refill toilet paper	MTWTFSS	MTWTFSS	MTWTFSS
<b>Gulvrensning</b>			
 Vacuum floors	MTWTFSS	MTWTFSS	MTWTFSS
 Vacuum mats	MTWTFSS	MTWTFSS	MTWTFSS
 Wash floors with mop	MTWTFSS	MTWTFSS	MTWTFSS
 Wash floors with floor cleaner	MTWTFSS	MTWTFSS	MTWTFSS
<b>Affaldshåndtering</b>			
 Empty recycling bins	MTWTFSS	MTWTFSS	MTWTFSS
 Empty bins	MTWTFSS	MTWTFSS	MTWTFSS