

Date: 6/8/2020

Hourly Cleaning Tasks:

All cleaning will be done with sanitizer either quat-128, quat-764 or 10% bleach solution

- Clean all soap & hand sanitizer dispensers (restock if needed)
- Clean all paper towel, toilet seat cover & toilet paper dispensers (restock if needed)
- Clean all trash cans, fans & light switches (quat-128)
- Clean all storage shelves in gym & treadmill area (quat-128)
- Clean all door handles, stair railings & handicap buttons (quat-128)
- Clean all free weights & attachments (quat-128)
- Clean unoccupied machines, benches & seats (quat-128)
- Clean ice machine at front & vending machine (quat-764) ✓
- Clean sinks, toilet flushers & stall doors in bathrooms (quat-764) ✓
- Clean coffee cart, fridge & table in break room (quat-764) ✓
- Clean all pens, tape dispensers, staplers, keys & defibrillator box (quat-764) ✓
- Clean and wipe computers, phones, card readers & scanners (quat-764) ✓
- Clean front desktop, plexiglass stands & couches (quat-764) ✓

Time:	Name:
7am	RCM
8am	SEM / C. Korth
9am	IS
10am	Obb C. Korth / SEM
11am	DKJ / CGZ
12pm	DKJ
1pm	DKJ
2pm	DKJ
3pm	DKJ
4pm	DKJ
5pm	DKJ
6pm	DKJ
7pm	APR

Date: 9-June 20

Hourly Cleaning Tasks:

All cleaning will be done with sanitizer either quat-128, quat-764 or 10% bleach solution

- Clean all soap & hand sanitizer dispensers (restock if needed) ✓
- Clean all paper towel, toilet seat cover & toilet paper dispensers (restock if needed) ✓
- Clean all trash cans, fans & light switches (quat-128) ✓
- Clean all storage shelves in gym & treadmill area (quat-128) ✓
- Clean all door handles, stair railings & handicap buttons (quat-128) ✓
- Clean all free weights & attachments (quat-128) ✓
- Clean unoccupied machines, benches & seats (quat-128) ✓
- Clean ice machine at front & vending machine (quat-764) ✓
- Clean sinks, toilet flushers & stall doors in bathrooms (quat-764)
- Clean coffee cart, fridge & table in break room (quat-764) ✓
- Clean all pens, tape dispensers, staplers, keys & defibrillator box (quat-764) ✓
- Clean and wipe computers, phones, card readers & scanners (quat-764) ✓
- Clean front desktop, plexiglass stands & couches (quat-764) ✓

Time:	Name:
7am	ncm
8am	SEM / ZIA
9am	ZIA / SEM
10am	Am ✓
11am	Grace Aroz
12pm	DX
1pm	
2pm	
3pm	Grace Aroz
4pm	SEM / ASG
5pm	AFG / SMR
6pm	AFG / SMR
7pm	AFG / SMR

Date: 6/13/2020

Hourly Cleaning Tasks:

All cleaning will be done with sanitizer either quat-128, quat-764 or 10% bleach solution

- Clean all soap & hand sanitizer dispensers (restock if needed)
- Clean all paper towel, toilet seat cover & toilet paper dispensers (restock if needed)
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- Clean unoccupied machines, benches & seats (quat-128)
- Clean ice machine at front & vending machine (quat-764)
- Clean sinks, toilet flushers & stall doors in bathrooms (quat-764)
- Clean coffee cart, fridge & table in break room (quat-764)
- Clean all pens, tape dispensers, staplers, keys & defibrillator box (quat-764)
- Clean and wipe computers, phones, card readers & scanners (quat-764)
- Clean front desktop, plexiglass stands & couches (quat-764)

Time:	Name:
7am	
8am	
9am	
10am	Isabella
11am	Isabella / Evelyn
12pm	Grace A
1pm	Grace
2pm	Grace
3pm	Grace / Alex
4pm	Grace / Alex
5pm	Alex / Grace
6pm	
7pm	



Date: 6/14/20

Hourly Cleaning Tasks:

All cleaning will be done with sanitizer either quat-128, quat-764 or 10% bleach solution

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- Clean coffee cart, fridge & table in break room (quat-764)
- Clean all pens, tape dispensers, staplers, keys & defibrillator box (quat-764)
- Clean and wipe computers, phones, card readers & scanners (quat-764)
- Clean front desktop, plexiglass stands & couches (quat-764)

Time:	Name:
7am	
8am	
9am	
10am	Isabella
11am	C. Smith
12pm	Olivia / C. Smith
1pm	Sophie / C. Smith
2pm	C. Smith / Olivia
3pm	Isabella
4pm	Isabella
5pm	Isabella
6pm	
7pm	

Date: 6/12/2020

Hourly Cleaning Tasks:

All cleaning will be done with sanitizer either quat-128, quat-764 or 10% bleach solution

- Clean all soap & hand sanitizer dispensers (restock if needed)
- Clean all paper towel, toilet seat cover & toilet paper dispensers (restock if needed)
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- Clean and wipe computers, phones, card readers & scanners (quat-764)
- Clean front desktop, plexiglass stands & couches (quat-764)

Time:	Name:
7am	C. [Signature]
8am	C. [Signature]
9am	C. [Signature]
10am	AFG /
11am	AFG
12pm	Manelle / Adrian
1pm	[Wavy scribble]
2pm	[Wavy scribble]
3pm	Manelle
4pm	Olivia
5pm	Olivia
6pm	Olivia
7pm	ADR

