

# General Cleaning Tasks

## **Entrance and Lobby:**

- Clean and disinfect all surfaces, including counters and chairs.
- Sweep and mop floors, ensuring they are free of debris.

## **Activity and Event Spaces:**

- Clean and disinfect tables, chairs, and any equipment used.
- Vacuum or sweep floors and empty trash bins.
- Chairs and tables are put away in designated location.

## **Restrooms:**

- Clean and disinfect toilets, sinks, and mirrors.
- Sweep and mop floors
- Empty all trash cans and replace liners.

## **Kitchen or Snack Bar:**

- Clean and disinfect countertops, sinks, and appliances.
- Ensure all dishes and utensils are washed and stored properly.
- Empty trash and recycling bins, replacing liners as needed.
- Sweep and mop floors | dispose of dirty mop water

## **Outside/ under canopy/ parking lot:**

- Dispose of debris
- Empty/ remove trash from premises
- Tables and chairs are put away in designated locations