Daily Services	M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F
Trash pick-up																				
Recycle pick-up																				
Sweep, wet mop, disinfect restroom floors and nurse's station																				
Clean, disinfect restroom fixtures																				
Restock restroom supplies																				
Dust mop all hard surface floors																				
Vacuum entry mats and carpet in traffic areas																				
Clean tables, counters, floors, sinks in break rooms																				
Clean, disinfect drinking fountains																				
Sweep, clean loading dock areas																				
Sweep, vacuum stairwells																				
Vacuum traffic areas																				
Unlock buildings																				
Clean entry glass																				
Litter patrol around building, parking areas																				
Sweep and clean building entry																				
Clean gym/multipurpose floor																				
Clean lunch tables after last lunch period																				
Check boiler rooms daily																				
Check boilers/PSI/temperature for function																				