



CLEANING SCHEDULE

SHEARING SHED	REGULAR FOUR WEEKLY CALENDAR TASKS				
	ONCE PER DAY	ONCE EVERY SECOND DAY	ONCE EVERY WEEK	ONCE EVERY TWO WEEKS	ONCE EVERY FOUR WEEKS
Check 			Check building to see if it is occupied and needing cleaning.		
	CLEANING TASKS TO BE COMPLETED WHEN BUILDING OCCUPIED ONLY				
Amenities 	Replenish paper towel, toilet paper and liquid hand soap. Clean mirrors, toilet pans BOWLS, toilet seats, hand basins, urinals, dispensers, pipes, electrical and chrome fittings. Remove all debris from the floor then wet mop or hose floor. Display signage. Remove waste and replace the bin liner if required.				
Kitchens & Lunchroom 	Sweep, wet mop and or vacuum carpets, mats and hard floor surfaces (Spot clean stains where applicable). Wipe clean walls, partitions, table tops, cabinet tops, sinks, taps, exterior surfaces of cupboards, white goods and appliances. Remove waste and replace the bin liner if required.				
Blue Cloth - General Cleaning		Red Cloth - Toilet bowls and urinals		Light Blue Cloth - Glass and mirror cleaning	
Green Cloth - Kitchen and food preparation areas		Pink Cloth - Bathrooms vanities and walls, showers, toilet walls etc.		EVERY SECOND DAY = Week 1 - Mon, Wed & Fri. Week 2 -Tue & Thu	