

ANKARA CLEANING CHECK LIST

KITCHENS – GREEN GENERAL - BLUE TOILETS – RED

COMMON AREAS

- Vacuum all carpeted floors
- Sweep and mop non-carpeted floors
- Restack chairs (7 high)
- Wipe down tables
- Replace all furniture to original position
- Empty rubbish bins and replace liners
- Sweep outside concrete areas

WASHROOM

- Wash and put away dishes
- Wipe benches
- Sweep and mop floors
- Empty, drain and clean dishwasher
- Empty rubbish bins and replace liners

BEDROOMS

- Vacuum all carpeted floors
- Sweep and mop non-carpeted floors
- Empty rubbish bins and replace liners

BATHROOMS

- Sweep and mop floors
- Clean hand basins
- Clean toilets
- Empty rubbish bins and replace liners

***Ensure bathrooms are closed to group after cleaning**

Cleaning products for specific areas are located:

Cupboards inside toilets and on outside walls

On shelf in middle room between kitchen and washroom or behind washroom door

Recreation hall passageway

In leader cabin or outside wall