

EAST LAKE TARPON SPECIAL FIRE CONTROL DISTRICT

**STATION 57 CLEANING SCHEDULE**

FOR THE WEEK OF: \_\_\_\_\_

Note: This Cleaning Schedule is NOT to replace the need for daily cleaning. Prior to departure at 0730, all off-going crews are still responsible for individual bunkrooms, individual bathrooms, all individual and station trash, cleaning kitchen, emptying dishwasher, cleaning TV room and dining room.

**MONDAY**

	NAME/EMPLOYEE #	SHIFT
NEWSPAPERS TO RECYCLE BIN		
STAFF VEHICLES		
CLEAN AROUND THE DUMPSTER		
SPRAY WEEDS AROUND STATION		

**TUESDAY**

**TV ROOM:**

DUST/VACUUM/WIPE DOWN	NAME/EMPLOYEE #	SHIFT
CEILING FANS		
ELECTRONICS		
CHAIRS		
CARPET		

**KITCHEN:**

CLEAN/WIPE DOWN/SWEEP/MOP	NAME/EMPLOYEE #	SHIFT
CEILING FANS		
REFRIGERATOR		
TRASH CAN		
MICROWAVE		
COUNTERTOPS		
SINK		
STOVE TOP		
RANGE HOOD		
DISHWASHER		
FLOOR		
GREASE TRAPS (AS NEEDED)		
OVER (AS NEEDED)		
CABINETS (AS NEEDED)		

**TUESDAY** (continued)

**DINING ROOM:**

CLEAN/DUST/WIPE DOWN	NAME/EMPLOYEE #	SHIFT
TABLE AND CHAIRS		
TV AND TV STAND		
DESK		
CLEAN WINDOWS		
FLOOR		

**WEDNESDAY**

**BATHROOMS (x5):**

CLEAN/WIPE DOWN/SCRUB	NAME/EMPLOYEE #	SHIFT
SHOWERS		
MIRRORS, SINKS, COUNTERS		
TOILETS		
FILL PAPER TOWEL DISPENSERS		
WET MOP FLOORS		

**BUNKROOMS**

CLEAN/VACUUM/DUST	NAME/EMPLOYEE #	SHIFT
TOPS OF LOCKERS		
DESKS		
FLOORS		
CEILING FANS		

**HALLWAYS:**

SWEEP/WIPE DOWN/MOP	NAME/EMPLOYEE #	SHIFT
FLOORS		
SHELVES		
COUNTERTOPS		
WATER FOUNTAIN		

**PATIO:**

CLEAN/WIPE DOWN	NAME/EMPLOYEE #	SHIFT
PICNIC TABLE		
OVERHEAD & WALLS (COBWEBS)		
GAS GRILL		

**THURSDAY**

**ELECTRICAL ROOM:**

SWEEP/MOP	NAME/EMPLOYEE #	SHIFT
FLOORS		

**THURSDAY (CONTINUED)**

**STORAGE ROOM:**

<b>SWEEP/MOP/DUST</b>	<b>NAME/EMPLOYEE #</b>	<b>SHIFT</b>
SHELVES		
FLOOR		

**WATCH ROOM:**

<b>DUST/ WIPE DOWN/SWEEP/MOP</b>	<b>NAME/EMPLOYEE #</b>	<b>SHIFT</b>
BLINDS		
SHELVES		
MONITORS		
WORK SURFACES		
FLOORS		
WINDOWS		

**LAUNDRY ROOM:**

<b>SWEEP/WIPE DOWN/MOP</b>	<b>NAME/EMPLOYEE #</b>	<b>SHIFT</b>
DEEP SINK		
WASHER & DRYER		
FLOOR		

**JANITOR CLOSET:**

<b>WIPE DOWN/SWEEP/MOP</b>	<b>NAME/EMPLOYEE #</b>	<b>SHIFT</b>
HOT WATER HEATER		
FLOOR SINK		
MOP RACK		
FLOOR		

**FRIDAY**

**DECON ROOM:**

<b>WIPE DOWN/SWEEP/MOP</b>	<b>NAME/EMPLOYEE #</b>	<b>SHIFT</b>
GEAR WASHERS		
DEEP SINK		
WALLS		
FLOOR		

**BUNKER GEAR ROOM:**

<b>SWEEP/MOP</b>	<b>NAME/EMPLOYEE #</b>	<b>SHIFT</b>
FLOOR		

**BUNKER GEAR DRYING ROOM:**

<b>WIPE DOWN/SWEEP/MOP</b>	<b>NAME/EMPLOYEE #</b>	<b>SHIFT</b>
GEAR DRYER		
FLOOR		

**FRIDAY (CONTINUED)**

**EMS SUPPLY ROOM:**

<b>WIPE DOWN/SWEEP/MOP</b>	<b>NAME/EMPLOYEE #</b>	<b>SHIFT</b>
COUNTERTOP		
FLOOR		

**APPARATUS BAY & SIDEWALKS:**

<b>CLEAN/BLOW OUT/WIPE DOWN/MOP</b>	<b>NAME/EMPLOYEE #</b>	<b>SHIFT</b>
CEILING & WALLS (COBWEBS)		
LIGHT FIXTURES		
GEAR TABLE		
TRASH		
BAY FLOOR (OIL SPOTS & STAINS)		