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|  Laundry Extra Cleaning Schedule | NO.  |
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| **Year \_\_\_\_\_\_** | **Linen Aides Extras Cleaning Schedule** | **Initial** |
| **Jan.** | Dust Pipes |  |
|  | Dust and clean off tops of washers and dryers |  |
|  | Power wash carts, bins, covers |  |
| **Feb.** | Dust Pipes |  |
|  | Dust and clean off tops of washers and dryers |  |
|  | Wash down walls |  |
|  | Wash/replace cushions on guest chairs |  |
| **Mar.** | Dust Pipes |  |
|  | Dust and clean off tops of washers and dryers |  |
| **Apr.** | Dust Pipes |  |
|  | Dust and clean off tops of washers and dryers |  |
|  | Power wash carts, bins, covers |  |
| **May** | Dust Pipes |  |
|  | Dust and clean off tops of washers and dryers |  |
|  | Power wash carts, bins, covers |  |
| **June** | Dust Pipes |  |
|  | Dust and clean off tops of washers and dryers |  |
|  | Wash/replace cushions on guest chairs |  |
| **July** | Dust Pipes |  |
|  | Dust and clean off tops of washers and dryers |  |
|  | Power wash carts, bins, covers |  |
| **Aug.** | Dust Pipes |  |
|  | Dust and clean off tops of washers and dryers |  |
|  | Wash down walls |  |
| **Sept.** | Dust Pipes |  |
|  | Dust and clean off tops of washers and dryers |  |
| **Oct.** | Dust Pipes |  |
|  | Dust and clean off tops of washers and dryers |  |
|  | Power wash carts, bins, covers |  |
| **Nov.** | Dust Pipes |  |
|  | Dust and clean off tops of washers and dryers |  |
|  | Wash/replace cushions on guest chairs |  |
| **Dec.** | Dust Pipes |  |
|  | Dust and clean off tops of washers and dryers |  |

Fronts of washers & dryers are cleaned every day.Lint traps are cleaned every 8 hours.Tubs & bins are disinfected every day. |
| Approved: | Effective Date: | Revision Date: | Change No.: | Page: 1 of 1 |