



# Weekly cleaning

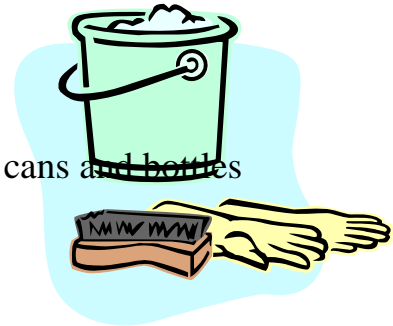
## Kitchen

- Vacuum and wash the floor also under the refrigerator.
- Clean the sinks.
- Clean the tables.
- Wipe the cupboard doors with a moist cloth.
- Clean the electrical stoves on the outside.
- Clean the oven the drawer and the baking trays.
- Wipe off stains on doors and walls with a moist cloth.
- Throw garbage in the containers .
- Ordinary tidying-up.



## Common room/balcony

- Vacuum carpets in common room/stairs/balcony
- Vacuum and wash linoleum.
- Vacuum furniture.
- Wash lamps and tables.
- Throw out old newspapers and advertising folders cans and bottles
- Keep escape routes (cf. drawing) free.
- Ordinary tidying-up.



## Staircase

- Vacuum carpets/stairs
- Shake or vacuum mat by entrance door.
- Throw old newspapers, advertising folders and bottles in the paper and glass containers.

## Control of cleaning

The cleaning must be carried out according to the drawn up schedule. Regardless of internal agreements about substituting each other, the person on the original schedule is responsible for the cleaning being carried out.

The caretakers are primarily controlling the cleaning every Tuesday.

*The vacuum cleaner must be present at the check. If it is not*

*Present on Wednesday at the latest, a new will be bought and the residents*

*Will be billed*

In case of insufficient cleaning, a deadline is given until the following day where the next control is carried out. If the job is still not done in a satisfactory way, a cleaning service will be contacted to do the job.

The expense will be charged, together with next month's rent, from the responsible resident, cf. the cleaning schedule.