

DAILY:

1. CLEAN PARKING LOT & ALL SIDEWALK AREAS
2. CLEAN ENTERANCE BETWEEN SLIDING GLASS DOORS
3. EMPTY ALL TRASH RECEPTICALS MORE THAN 50% FULL
4. CLEAN AND SANITIZE ALL RESTROOM & LOCKERROOM FIXTURES
5. REFILL ALL SOAP & PAPER PRODUCTS
6. SPOT SWEEP ALL AREAS INCLUDING AROUND ICE SURFACE
7. CLEAN AND SANITIZE DRINKING FOUNTAINS
8. CHECK AND CLEAN ENTIRE LOCKERROOMS
9. CHECK AND CLEAN ENTIRE PLAYER BENCH AREA
10. CLEAN SEVERAL SECTIONS OF DASHERBOARDS & GLASS
11. CLEAN TABLES AND CHAIRS AS NEEDED
12. CLEAN INTERIOR & EXTERIOR GLASS AS NEED

MONTHLY SCHEDULE :

1. WEEKLY, MONTHLY, SEMI & ANNUALLY ZAMBONI MAINTANANCE:
 - Refer to Zamboni preventative maintenance schedule
 - Note all maintenance in Zamboni maintenance log
2. FLOORS:
 - This is for all matted floor areas
 - Move all benches, stantions, and garbage cans
 - Mop floor area with soapy water
 - Run floor machine over slowly
 - Immediately mop area with clean water
 - Clean floor machine and mop buckets when finished
3. DEHUMIDIFIER FILTERS:
 - Need to be changed monthly
4. WEEKLY & MONTHLY BOARDS:
 - Refer to dasherboard inspection checklist
5. BENCHES:
 - The entire bench surface, including legs and underneath should be cleaned
6. SNACK BAR:
 - All countertop fixtures should be moved and cleaned under
 - All tables, grill, oven, and deep fryers should be cleaned under and behind
 - All stainless steel surfaces should be cleaned with stainless steel cleaner
7. GARBAGE CANS:
 - Outside & inside surfaces should be cleaned and disinfected
8. SOLARIUM FLOOR:
 - Underneath tables and chairs should be mopped with soapy water and remopped with clean water
9. WASH ZAMBONI:
 - Wash Zamboni and wax Zamboni when noted
10. VIDEO GAMES:
 - All video games should be moved and cleaned under
11. DASHERBOARDS
 - Two or three sections of dasherboards should be cleaned free of puck marks, and the glass should be cleaned on both sides

JULY MAINTENANCE

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 FLOORS BENCHES	3 GARBAGE CANS	4 FLOORS WEEKLY ZAM WEEKLY BOARD	5 SNACK BAR	6 GRASS	7
8	9 FLOORS VIDEO GAMES	10 LOCKER ROOM FLOORS	11 FLOORS WEEKLY ZAM WEEKLY BOARD	12 SNACK BAR	13 GRASS	14
15	16 FLOORS	17 WASH ZAMS	18 FLOORS WEEKLY ZAM MONTHLY ZAM WEEKLY BOARD	19 SNACK BAR DEHUMIDIFIER FILTERS	20 GRASS	21
22	23 FLOORS VIDEO GAMES	24 ZAMBONI ROOM	25 FLOORS WEEKLY ZAM WEEKLY BOARD MONTHLY BOARDS	26 SNACK BAR	27 GRASS	28
29	30 FLOORS	31				