

Daily Schedule - Friday

07:15 - 07:30	Arrive, Change & Sign Timesheet	
07:30 - 10:00	Phase 1: Standard Cleaning Tasks	Standard Chemicals to Use
Start Washing Kitchen Scullery Dining Room Living Room Guest Toilet Change Washing	Gather clothes, sort according to colours Disinfect surfaces, Sweep & Mop Floors Wash Dishes, Disinfect surfaces, Sweep & Mop Floors Dust, Damp Wipe & Mop Damp Wipe Sweep Mop Damp wipe, disinfect, descale Hang Out to Dry	EcoWash, Staysoft Disinfect - Kitchen Cleaner Dishes - SuperGreen, Disinfect - Kitchen Cleaner General Cleaner & Furn Shine General Cleaner & Furn Shine Disinfect - Sanchlor, Descale Urabright
10:00 - 10:15	Tea Break	
10:15 - 12:15	Phase 2: Standard Cleaning Tasks	Standard Chemicals to Use
Entrance Area Open Area to stairs Stairs 2nd Bedroom 2nd Bathroom Change Washing	Damp Wipe, Sweep, Mop Damp Wipe, Sweep, Mop Damp Wipe, Sweep, Mop Dust, Damp Wipe, Make Beds, Vacuum Damp wipe, disinfect, descale, mop Hang Out to Dry	General Cleaner & Furn Shine General Cleaner & Furn Shine General Cleaner General Cleaner & Furn Shine Disinfect - Sanchlor, Descale - Urabright
12:15 - 12:45	Lunch Break	
12:45 - 14:00	Phase 3: Standard Cleaning Tasks	Standard Chemicals to Use
Main Bedroom En-suite Bathroom	Dust, Damp Wipe, Make Beds, Vacuum Damp wipe, disinfect, descale	General Cleaner & Furn Shine Disinfect - Sanchlor, Descale - Urabright
14:00 - 15:00	Phase 4: Spring Cleaning Tasks	Spring Cleaning Chemicals to Use
All Rooms that is part of Spring Cleaning Area	Polish / oil wooden Furniture Clean stove / oven Move furniture & appliances	Furn Polish Oven Clean
15:00 - 16:00	Phase 5:	Ironing & Finish
Washing	Fold, Iron, Pack away	
16:00 - 16:05	All doors lock - Windows closed - Lights Off - Sign off & Change & Lock	

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