

Custodial Service Frequencies by Area

Task	Area Type																			
	University Dining	Classroom , Class Lab , Child Care , Computer Lab , Lactation Space , Library, Study Areas	Break , Vending , Kitchenette	Restroom , Locker Area	Counseling , Health Services	Event, Reservable Space	Print, Mail, Copy	Reception	Cashier , Lounge, Areas	Museum	Hallway	Elevator	Entry , Lobby	Athletic Facilities, Fitness , Exercise	Office , Department Conference	Research Lab	Student Housing	Stairwell Primary	Stairwell Secondary	Patio , Porch
Empty Trash & Recycle	Daily	Daily	Daily	Daily	Daily	Daily	Daily	NA	Daily	Daily	Daily	NA	Daily	Daily	NA	NA	Annual	NA	NA	Daily
Sweep , Dust Mop	Daily	Daily	Daily	Daily	Daily	Daily	Daily	Daily	Daily	Daily	Daily	Daily	Daily	Daily	Weekly	Weekly	Annual	3 / Weekly	2 / Weekly	2 / Annual
Spot Mop	Daily	4 / Weekly	4 / Weekly	NA	4 / Weekly	4 / Weekly	4 / Weekly	4 / Weekly	4 / Weekly	4 / Weekly	NA	4 / Weekly	4 / Weekly	4 / Weekly	NA	NA	NA	NA	NA	NA
Full Mop	Daily	Weekly	Weekly	Daily	Daily	Daily	Weekly	Weekly	Daily	Weekly	Daily	Weekly	Weekly	Daily	Weekly	Weekly	Annual	3 / Weekly	2 / Weekly	NA
Auto scrub	Daily	NA	NA	NA	NA	Daily	NA	NA	NA	Daily	4 / Weekly	NA	Daily	Daily	NA	Weekly	NA	NA	NA	NA
Carpet Spot Clean	Daily	Daily	Daily	Daily	Daily	Daily	Daily	Daily	Daily	Daily	Daily	Daily	Daily	Daily	Weekly	Weekly	Annual	3 / Weekly	2 / Weekly	NA
Spot Vacuum	Daily	4 / Weekly	4 / Weekly	NA	4 / Weekly	4 / Weekly	4 / Weekly	3 / Weekly	3 / Weekly	4 / Weekly	3 / Weekly	4 / Weekly	4 / Weekly	4 / Weekly	NA	NA	Annual	3 / Weekly	2 / Weekly	NA
Full Vacuum	Daily	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Annual	3 / Weekly	2 / Weekly	NA
Dust , Spot Clean	Daily	Daily	4 / Weekly	Daily	Daily	Daily	Daily	3 / Weekly	3 / Weekly	Daily	4 / Weekly	4 / Weekly	Daily	Daily	Weekly	Weekly	Annual	3 / Weekly	2 / Weekly	NA
Restroom Disinfect	NA	NA	NA	Daily	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	Annual	NA	NA	NA
Clean Chalk/ White Boards	NA	Daily	NA	NA	NA	Daily	NA	NA	NA	NA	Daily	NA	NA	Daily	Weekly	NA	NA	NA	NA	NA
High/Low Dust	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Monthly	Monthly	Weekly	Daily	Monthly	Monthly	Weekly	Weekly	Weekly	Weekly	Annual	3 / Weekly	2 / Weekly	NA
Clean Air Vent	Quarterly	Quarterly	Quarterly	Monthly	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	As required	Quarterly	Annual	Quarterly	Quarterly	NA
Strip & Wax	Annual	Annual	Annual	Annual	Annual	Annual	Annual	Annual	Annual	Annual	Annual	Annual	Annual	Annual	Annual	Annual	Annual	Annual	Annual	NA
Scrub & Coat	3 / Annual	Annual	NA	Annual	NA	3 / Annual	NA	NA	NA	3 / Annual	NA	NA	NA	3 / Annual	NA	NA	NA	Annual	Annual	NA
Vacuum furniture	NA	Quarterly	Quarterly	NA	As required	As required	Annual	Annual	As required	As required	As required	NA	As required	As required	As required	NA	Annual	NA	NA	NA
Dust Light fixtures	Annual	Annual	Annual	Annual	Annual	Annual	Annual	Annual	Annual	Annual	Annual	Annual	Annual	Annual	As required	Annual	Annual	Annual	Annual	NA
Wet Scrub	4 / Annual	NA	Annual	2 / Annual	Annual	Quarterly	NA	NA	Annual	4 / Annual	Annual	Annual	Annual	4 / Annual	Annual	Annual	Annual	Annual	Annual	NA
Carpet (Light Clean)	NA	Annual	NA	NA	NA	3 / Annual	NA	NA	NA	3 / Annual	NA	Annual	NA	NA	NA	NA	NA	NA	NA	NA
Carpet (Heavy Clean)	Weekly	Annual	Annual	Annual	Annual	Annual	Annual	Annual	Annual	Annual	Annual	Annual	Annual	4 / Annual	Annual	Annual	Annual	Annual	Annual	NA
Detail clean furniture	Annual	Annual	Annual	NA	As required	As required	As required	As required	Quarterly	As required	As required	NA	As required	As required	As required	NA	Annual	NA	NA	NA
Clean Entry Matting	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	4 / Annual	NA	NA	NA	NA	NA	NA	NA
Police for litter	Daily	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	Daily
Clean waste containers	Annual	Annual	Annual	Annual	Annual	Annual	Annual	Annual	Annual	Annual	Annual	NA	Annual	Annual	NA	NA	Annual	NA	NA	Annual
Pest Management	Monthly	Upon request for General Fund Areas and the Davis Center via Famis. Res Halls use Fix It system coordinated through Residence Life																		
Window Cleaning		On rotation dependent upon funding.																		
Snow Removal		As required at all building entry/exits to maintain safe egress																		