



## DEFINITION OF TASKS

**Autoscrub/mop floors.** Using appropriate size autoscrub machine and following manufacturer's directions, autoscrub area thoroughly, ensuring that corner areas are cleaned, using a mop in the areas the machine cannot reach.

**Carpet Extraction Cleaning.** After moving portable furniture and spotting and vacuuming floor, clean entire carpet with extraction machine according to manufacturer's instructions. Allow to dry overnight. **Note:** Customer will be asked to pick up personal belongings prior to carpet extraction.

**Clean all whiteboards.** Clean all whiteboards in main foot traffic areas only. **Note:** Customer will be asked to pick up personal belongings prior to whiteboard cleaning.

**Clean/disinfect all fixtures.** Restroom fixtures will be cleaned with an approved chemical.

**Vacuum/sweep pedestrian traffic areas.** Vacuum carpet or sweep hard floors in main foot traffic areas only.

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