**KITCHEN CLEANING SCHEDULE - Macomb**

CENTER _____

The following list contains cleaning activities that need to be done on a routine basis, but probably not daily. Most are needed weekly or monthly. To assure things are kept clean and not forgotten, **date** when each item is cleaned thoroughly. Start a new sheet when needed. Keep on file for monitoring.

| CLEANING ACTIVITY | DATE COMPLETED | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| Hot Box | | | | | | | | | | |
| Shelves | | | | | | | | | | |
| Refrigerators-inside | | | | | | | | | | |
| Refrigerators-outside | | | | | | | | | | |
| Freezer | | | | | | | | | | |
| Milk Machine | | | | | | | | | | |
| Clear Containers | | | | | | | | | | |
| Cabinets-inside | | | | | | | | | | |
| Cabinets-outside | | | | | | | | | | |
| Serving Carts | | | | | | | | | | |
| Kitchen garbage can | | | | | | | | | | |
| Red & Black Tubs | | | | | | | | | | |
| Dish drying rack | | | | | | | | | | |
| Walls | | | | | | | | | | |
| Milk Machine | | | | | | | | | | |
| Refrigerator Coils – Vacuum with hose (6mo.) | | | | | | | | | | |
| Hot Box Food Warmer Coils – Vacuum with hose (Macomb, Pittsfield, Camp Point) | | | | | | | | | | |
| Drawers – inside | | | | | | | | | | |
| Defrost Milk Cooler | | | | | | | | | | |
| | | | | | | | | | | |