

## Work description

Premises	Pick up obvious rubbish. Empty garbage fractions. Clean glass doors and mirrors. Clean toilets, kitchen sinks and whiteboards.	Dust open spaces on shelves and windows. Dust desks. Wipe door handles  and switches.	Floors	Remove stains or vacuum radiators (once a year), baseboards and upholstered furniture. Wipe the banisters.
			Mop/vacuum/scrubber dry floors.  Vacuum the entrance carpet.	
Entrances	Every day	Once/week	Every day	Every 4 weeks
Communication surf., if necessary	Every day	Once/week	Every day	Every 4 weeks
Stair and floor, if necessary	Once/week	Once/week	Every day	Every 4 weeks
Toilets, laundry room, changing rooms.	Every day	Once/week	Every day	Every 4 weeks
Staff rooms, kitchens	Every day	Once/week	Every day	Every 4 weeks
Office spaces	Once/week	Once/week	Once/week	Every 4 weeks
Conference rooms	Twice/week	Once/week	Twice/week	Every 4 weeks
Laboratories	Twice/week Not dishes or worktops	Once/week	Twice/week	Every 4 weeks
Course labs	Every other day Not dishes or worktops	Once/week	Every other day	Every 4 weeks
Group rooms and lecture halls	Twice/week	Once/week	Twice/week	Every 4 weeks
Classrooms	Twice/week	Once/week	Twice/week	Every 4 weeks
Practice labs	Every other day	Every other day	Every other day	Every 4 weeks
Library	Twice/week	Once/week	Twice/week	Every 4 weeks
Treatment rooms	Every day	Once/week	Every day	Every 4 weeks
Gymnasium	Every day	Once/week	Every day	Every 4 weeks
Relaxation rooms	Once/week	Once/week	Once/week	Every 4 weeks
Workshop (clean)	Once/week	Once/week	Once/week	Every 4 weeks
Operating rooms	According to the client's instructions			
Clean rooms	According to the client's instructions			

## Other information

Liquid soap, toilet paper and paper towels are included in the cost of the cleaning services. If necessary, plastic cups are also include at some student and public areas at the University Animal Hospital.

Products outside of our ordinary range are paid for by the client, e.g. hand sanitiser, Torcky paper for laboratories and lunchrooms, washing up-liquid or powder, dishcloths, disbrushes, etc.

Office carpets encumber cleaning and therefore cost extra.

Dusting applies to open spaces – we do not clean up around piles of paper, photos, flowerpots, ornaments, etc.

We do not dust computers or screens. Hang your cables under the table – do not use the floor as storage. It will not be as clean as it could be.