

**University of Kentucky – Med Center  
Custodial Master Plan  
PART B**



**Last Updated: September 13, 2012**

## OVERVIEW

Core Management Services has been selected as a strategic partner by the University of Kentucky Med Center custodial organization.

The strategic role of Core Management Services is to design and implement a program to increase the effectiveness of the housekeeping organization throughout the campus.

This Master Plan represents the program designed specifically for the University of Kentucky Med Center custodial organization.

It began with the standard Core Management design plan, which is based on professional production rates, standardized cleaning procedures, continuous improvement techniques and work-place ergonomics. The standard Core Management design plan also includes the best features of both area cleaning and team cleaning methodologies. Most importantly, it redirects cleaning efforts from “general” areas – non-critical areas with less than daily cleaning needs, to “primary” areas – critical areas in need of full daily cleaning, to maximize department resources.

This particular Master Plan has evolved into its current version as the academic needs of the University of Kentucky have been identified and addressed.

## PART A

*Section 1* contains a set of specifications designed to standardize the processes throughout the campus while meeting the specific needs of each area.

*Section 2* contains daily, interim and restorative professional cleaning procedures designed to standardize techniques, enhance productivity and increase safety awareness.

*Section 3* includes a quality audit sample. It is included in the Master Plan to set a consistent expectation level and to provide a tool for future continuous improvement.

## PART B

*Part B* outlines the Med Center organizational structure as it relates to the new program design. It is intended to develop an awareness of the overall structure and to demonstrate equity among the job assignments. It also includes a detailing of the individual job assignments within the Med Center organization. It includes important information about when, where and how to fulfill the requirements of the various assignments.

This Master Plan is by no means the “final” version. It is hoped that everyone involved will work to make it a continuously improving document.

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# Med Center - Staffing Requirements

## *Med Center Buildings - FTE Requirements*

<b>Team</b>	<b>1st Shift</b>	<b>Floater</b>	<b>3rd Shift</b>	<b>Total Staffing</b>
Team 1	11.00	1.00	1.00	13.00
Team 2	8.00	1.00	2.00	11.00
Team 3	8.00	1.00	3.00	12.00
Team 4	10.00	1.00	1.00	12.00
Team 5	-	-	4.00	4.00
Supervisors	4.00	-	1.00	5.00
<b>TOTALS</b>	<b>41.00</b>	<b>4.00</b>	<b>12.00</b>	<b>57.00</b>

# Med Center - Cleaning Organization

POSITION NUMBER / TITLE	SERVICES PROVIDED	SERVICE AREA
<b>TEAM 1</b>		
Team 1 Custodial Supervisor	Supervisory duties; project coordination; absentee replacement; communication and leadership	All Team 1 buildings
1-1 Custodial Worker	Full range of services	Combs Cancer Center (96)
1-2 Utility Worker	Full range of services	Whitney Hendrickson Floor 3 – Women's Health
1-3 Custodial Worker	Full range of services	MRISC (98 - Whitney Hendrickson)
1-4 Custodial Worker	Full range of services	MSB (298), Floater
1-5 Custodial Worker	Full range of services	MSB (298)
1-6 Custodial Worker	Full range of services	MSB (298)
1-7 Custodial Worker	Full range of services	MSB (298)
1-8 Custodial Worker	Full range of services	MSB (298)
1-9 Custodial Worker (Part-Time)	Full range of services	MSB (298), Floater
1-10 Custodial Worker (Part-Time)	Full range of services	MSB (298), Floater
1-11 Custodial Worker	Full range of services	MSB (298), HSRB (305), Floater
1-12 Custodial Worker	Full range of services	HSRB (305)
1-13 Custodial Worker (3 <sup>rd</sup> Shift)	Full range of services	MSB (298), HSRB (305)
1-14 Project Floater	Absentee replacement duties; special projects; miscellaneous requests	All Team 1 Med Center Buildings
<b>TEAM 2</b>		
Team 2 Custodial Supervisor	Supervisory duties; project coordination; absentee replacement; communication and leadership	All Team 2 buildings
2-1 Custodial Worker (Split Shift)	Full range of services	UK Chandler Hospital (293), Annex 5, COMOB Behavioral Health (86)
2-2 Custodial Worker	Full range of services	MDS Multi Disciplinary Sciences (82)
2-3 Custodial Worker	Full range of services	CTW Whethington (200)
2-4 Custodial Worker	Full range of services	CTW Whethington (200)
2-5 Custodial Worker	Full range of services	CTW Whethington (200)
2-6 Utility Worker	Full range of services	CTW Whethington (200)
2-7 Custodial Worker (3 <sup>rd</sup> Shift)	Full range of services	MDS Multi Disciplinary Sciences (82), CTW Whethington (200)
2-8 Custodial Worker	Full range of services	College of Nursing (232), U of K Clinic (284)
2-9 Custodial Worker	Full range of services	College of Nursing (232)
2-10 Custodial Worker (3 <sup>rd</sup> Shift)	Full range of services	College of Nursing (232)
2-11 Project Floater	Absentee replacement duties; special projects; miscellaneous requests	All Team 2 Med Center Buildings

<b>TEAM 3</b>		
Team 3 Custodial Supervisor	Supervisory duties; project coordination; absentee replacement; communication and leadership	All Team 3 buildings
3-1 Utility Worker	Full range of services	Ben Roach Cancer (93), Med Center Storage (87), Straus Bldg (Oldham Court – 506)
3-2 Utility Worker	Full range of services	Exterior Policing – UK Chandler Hospital Area
3-3 Grounds Worker	Full range of services	Exterior Policing – UK Clinic Area
3-4 Grounds Worker	Full range of services	Good Samaritan Parking Structure (613) and Six Surrounding Lots
3-5 Grounds Worker (Split Shift)	Full range of services	Parking Structure 8 (601)
3-6 Grounds Worker (3 <sup>rd</sup> Shift)	Full range of services	Parking Structure 8 (601)
3-7 Grounds Worker (3 <sup>rd</sup> Shift)	Full range of services	Parking Structure 3 (199), Good Samaritan Parking Structure (613)
3-8 Waste Management Specialist (Split Shift)	Full range of services	Autoclave Room H78 (293)
3-9 Custodial Worker	Full range of services	Autoclave Room H78 (293), Kelley Building (75)
3-10 Custodial Worker	Full range of services	COPH Research Facil. #1 (003), Wenner Gren (70)
3-11 Custodial Worker	Full range of services	Sanders Brown (230)
3-12 Project Floater	Absentee replacement duties; special projects; miscellaneous requests	All Team 3 Med Center Buildings
<b>TEAM 4</b>		
Team 4 Custodial Supervisor	Supervisory duties; project coordination; absentee replacement; communication and leadership	All Team 4 buildings
4-1 Custodial Worker	Full range of services	BBSRB (509)
4-2 Custodial Worker	Full range of services	BBSRB (509)
4-3 Custodial Worker	Full range of services	BBSRB (509)
4-4 Custodial Worker	Full range of services	BBSRB (509)
4-5 Custodial Worker	Full range of services	Bio-Pharm (596)
4-6 Custodial Worker	Full range of services	Bio-Pharm (596)
4-7 Custodial Worker	Full range of services	Bio-Pharm (596)
4-8 Custodial Worker	Full range of services	Bio-Pharm (596)
4-9 Custodial Worker	Full range of services	Bio-Pharm (596)
4-10 Custodial Worker (3 <sup>rd</sup> Shift)	Full range of services	Bio-Pharm (596)
4-11 Utility Worker	Full range of services	Bio-Pharm (596), COMLC (517), 1030 S. Broadway, 1101 South Limestone, 149 Transcript
4-12 Project Floater	Absentee replacement duties; special projects; miscellaneous requests	All Team 4 Med Center Buildings

<b>TEAM 5</b>		
Team 5 Custodial Supervisor	Supervisory duties; project coordination; absentee replacement; communication and leadership; utility crew duties including floor care	All Med Center Buildings
5-1 Utility Worker (3 <sup>rd</sup> Shift)	Utility crew duties including floor care	All Med Center Buildings
5-2 Utility Worker (3 <sup>rd</sup> Shift)	Utility crew duties including floor care	All Med Center Buildings
5-3 Utility Worker (3 <sup>rd</sup> Shift)	Utility crew duties including floor care	All Med Center Buildings
5-4 Utility Worker (3 <sup>rd</sup> Shift)	Utility crew duties including floor care	All Med Center Buildings

# Med Center – General Position Description for Custodial and Utility Workers

The Custodial and Utility Workers provide cleaning services and trash collection and works as a team with the Med Center custodial organization to provide a total cleaning package in assigned areas. Utility Workers focus more on floor care. Cleanable areas are grouped as follows:

## 1. Fully Cleaned Every Day

The Custodial or Utility Worker delivers a full range of daily cleaning services (including trash collection) in the following areas: entrances, lobbies, elevators, dining, restrooms, locker rooms, conference/admin areas, parking garages, laundry rooms and medical areas. Immediate exterior areas are also given daily attention. These areas are listed in the “**Areas to Receive Full Cleaning Daily**” section of each individual cleaning assignment sheet.

## 2. Reduced Daily Cleaning Combined with Cycle Cleaning

The following areas receive some daily services (such as trash removal and spot cleaning of the floors) but they receive detail cleaning on a cycled, weekly basis: Corridors, Break/Kitchenettes, Lounges, Library Areas, Classrooms, “Daily” Labs, Fitness Areas, Auditoriums and Computer Rooms. Stairwells are policed daily and fully cleaned every other week. The daily cleaning duties for these areas are listed in the “**Areas to Receive Reduced Daily Cleaning & Cycle Cleaning**” section of each individual cleaning assignment sheet, while the cycled cleaning duties are listed under “**Cycle Cleaning Schedule, Full Clean.**”

## 3. Cycle Cleaning

Offices are cleaned once per week and are only included in the “**Cycle Cleaning Schedule, Full Clean**” section of each individual cleaning assignment sheet. Labs receive trash removal three days per week and floor dust mopping and damp mopping weekly. Low-use areas such as storage, housekeeping and mechanical rooms will be cleaned intermittently.

The Custodial and Utility Workers provide interim and restorative project work during appropriate times throughout the year. Additionally, the Custodial and Utility Workers will remove snow and ice as directed by the Supervisor and if needed, help to respond to emergencies/work orders and support vacant service runs.

**Summary:** The individual cleaning assignment sheets found within Part B of the Master Plan are to be used as a helpful reminder. However, the Custodial and Utility Workers are responsible for cleaning each area type according to the detailed Cleaning Specification (tasks and frequencies) found in Part A of the Master Plan and will be held accountable to that specification.



## **Med Center – Service Assignments:**

### **TEAM 1**

<b>Service Position:</b> <b>Team 1, Position 1-1</b>	Custodial Worker - Full-time <b>Combs Cancer Center (96)</b>
Shift:	7:00 a.m. – 3:30 p.m. Monday - Friday
Service Area:	Combs Cancer Center (96) – Entire Building

<b>Areas to Receive Full Cleaning Daily</b>	All Entrances, Lobbies, Elevators, Restrooms, Conference/Admin Areas and Medical Areas
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<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
<p><u>Corridors/Break Rooms/Kitchenettes areas receive trash collection, dust mopping, furniture cleaning, carpet spot vacuuming or hard surface spot mopping, and fountain cleaning daily.*</u></p> <p>All Corridors All Break/Kitchenette Areas</p> <p><u>Stairs and stairwells receive policing daily.*</u></p> <p>All Stairs</p> <p>* See Cycle Cleaning Schedule for additional cleaning requirements in these areas.</p>	Mon	<p>All Stairs - every other week</p> <p>All Labs: trash removal only</p>
	Tue	<p>Ground Floor and Floor 1: All Offices, Corridors and Break/Kitchenettes</p> <p>Labs: All Floor 1 and ½ of Floor 2 (the 217A side) - dust mop &amp; damp mop only</p>
	Wed	<p>Floor 2: All Offices and Corridors</p> <p>All Labs: trash removal only</p>
	Thu	<p>Floor 3: All Offices and Corridors</p> <p>Labs: ½ of Floor 2 (the 240 side) and all Floor 3 - dust mop &amp; damp mop only</p>
	Fri	All Labs: trash removal only

<b>Service Position:</b> <b>Team 1, Position 1-2</b>	Utility Worker - Full-time <b>Whitney Hendrickson Floor 3: Women's Health (98)</b>
Shift:	4:00 a.m. – 12:30 p.m. Monday - Friday
Service Area:	Whitney Hendrickson Floor 3 (Oncology side): Women's Health (98)

<b>Areas to Receive Full Cleaning Daily</b>	All Entrances, Lobbies, Elevators, Restrooms and Medical Areas. Continual policing of all areas.
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<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
<p><u>Corridors areas receive trash collection, dust mopping, furniture cleaning, carpet spot vacuuming or hard surface spot mopping, and fountain cleaning daily:*</u></p> <p>All Corridors</p> <p><u>This Utility Worker is performs all other duties as requested by the Women's Health customer</u></p> <p>* See Cycle Cleaning Schedule for additional cleaning requirements in these areas.</p>	Mon	All Corridors
	Tue	All Offices
	Wed	No Cycle Cleaning Responsibilities
	Thu	No Cycle Cleaning Responsibilities
	Fri	No Cycle Cleaning Responsibilities

<b>Service Position:</b> <b>Team 1, Position 1-3</b>	Custodial Worker - Full-time <b>MRISC (98 - Whitney Hendrickson)</b>
Shift:	7:00 a.m. – 3:30 p.m. Monday - Friday
Service Area:	MRISC (98 - Whitney Hendrickson) – Lower Level, Floors 1 and 2 and ½ of Floor 3 (Admin side)

<b>Areas to Receive Full Cleaning Daily</b>	All Entrances, Lobbies, Elevators, Restrooms and Medical Areas
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<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
<p><u>Corridors/Break Rooms/Kitchenettes areas receive trash collection, dust mopping, furniture cleaning, carpet spot vacuuming or hard surface spot mopping, and fountain cleaning daily.*</u></p> <p>All Corridors All Break/Kitchenette Areas</p> <p><u>Stairs and stairwells receive policing daily.*</u></p> <p>All Stairs</p> <p>* See Cycle Cleaning Schedule for additional cleaning requirements in these areas.</p>	Mon	<p>All Stairs - every other week</p> <p>All Labs: trash removal only</p>
	Tue	<p>Lower Level: All Offices, Corridors and Break/Kitchenette Areas</p> <p>Labs: (3, 13, 29, 36, 37,39,40, 41, 44, 45) - dust mop &amp; damp mop only</p>
	Wed	<p>Floors 1 and 2: All Corridors</p> <p>All Labs: trash removal only</p>
	Thu	<p>Floor 3 (Admin Side): All Offices and Corridors</p> <p>Labs: (47A, 47B, 48B, 49, 52, 52A, 53, 54, 55, 56, 59, 60) - dust mop &amp; damp mop only</p>
	Fri	All Labs: trash removal only

<b>Service Position:</b> <b>Team 1, Position 1-4</b>	Custodial Worker - Full-time <b>MSB (298), Floater</b>
Shift:	7:00 a.m. – 3:30 p.m. Monday - Friday
Service Area:	MSB (298) – Basement and Hospital Area. Helps with Floors 1 and 2

<b>Areas to Receive Full Cleaning Daily</b>	<b>MSB Basement:</b> All Entrances, Lobbies, Restrooms (M64, M68, M72D) and Conference/Admin Areas (M54)
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<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
<p><b>MSB Basement:</b></p> <p><u>Corridors/Break Rooms/Kitchenettes areas receive trash collection, dust mopping, furniture cleaning, carpet spot vacuuming or hard surface spot mopping, and fountain cleaning daily.*</u></p> <p>All Corridors (Main Hall) Break/Kitchenette Areas (M72B)</p> <p><u>Classroom and “Daily” Lab areas receive trash collection, dust mopping, board cleaning, and carpet spot vacuuming or hard surface spot mopping daily.*</u></p> <p>Classroom and “Daily” Lab Areas (M72A, M72U, M72V)</p> <p><b>Hospital Areas:</b></p> <p>Remove trash and spot vacuum or spot mop the floors of the following Hospital Areas: H41, H41 A – E, H43, H57, H59, H60, H62, H64</p> <p><b>Floater Duties:</b></p> <p>Spends remainder of shift performing absentee replacement or helping other custodial workers on Floors 1 and 2, as directed by the Team 1 supervisor</p> <p>* See Cycle Cleaning Schedule for additional cleaning requirements in these areas.</p>	Mon	Hospital Areas (H41, H41 A – E, H43, H57, H59, H60, H62, H64)
	Tue	All Corridors (Main Hall) and Break/Kitchenette Area (M72B)
	Wed	Offices (D84 A – E, M50 through M76)
	Thu	Classroom and “Daily” Lab Areas (M72A, M72U, M72V)
	Fri	No Cycle Cleaning Responsibilities

<b>Service Position:</b> <b>Team 1, Position 1-5</b>	Custodial Worker - Full-time <b>MSB (298)</b>
Shift:	7:00 a.m. – 3:30 p.m. Monday - Friday
Service Area:	MSB (298) – Floors 1 and ½ of Floor 2 (UK Chandler side)

<b>Areas to Receive Full Cleaning Daily</b>	<b>Floor 1:</b> All Entrances, Lobbies, Restrooms and Conference/Admin Areas <b>½ of Floor 2 (UK Chandler side):</b> All Lobbies, Restrooms and Conference / Admin Areas
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<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
<p><b>Floor 1 and ½ of Floor 2 (UK Chandler side):</b></p> <p><u>Corridors/Break Rooms/Kitchenettes areas receive trash collection, dust mopping, furniture cleaning, carpet spot vacuuming or hard surface spot mopping, and fountain cleaning daily:*</u></p> <p>All Corridors All Break/Kitchenette Areas</p> <p><u>MSB Classrooms are cleaned by Custodial Worker 1-13</u></p> <p>* See Cycle Cleaning Schedule for additional cleaning requirements in these areas.</p>	Mon	<p><b>Floor 1:</b> ½ of Offices (UK Chandler side). All Labs - trash removal only</p> <p><b>½ of Floor 2:</b> Labs (All on UK Chandler side plus MS231, MS231A, MS231C, MS231D, MS231E, MS233) - trash removal only</p>
	Tue	<p><b>Floor 1:</b> ½ of Offices (HSRB side), All Corridors and Break/Kitchenette Area (MN111). All Labs - dust mop &amp; damp mop only</p> <p><b>½ of Floor 2:</b> Labs (MS231, MS231A, MS231C, MS231D, MS231E, MS233, MN242A) - dust mop &amp; damp mop only</p>
	Wed	<p><b>Floor 1:</b> All Labs - trash removal only</p> <p><b>½ of Floor 2:</b> Labs (All on UK Chandler side plus MS231, MS231A, MS231C, MS231D, MS231E, MS233) - trash removal only</p>
	Thu	<p><b>½ of Floor 2:</b> All Offices (including MS231 section) and Corridors. Labs (MS265, MS267, MS268, MS274, MS274C, MS276, MS284, MN265, MN265A, MN269, MN275, MN279) - dust mop &amp; damp mop only</p>
	Fri	<p><b>Floor 1:</b> All Labs - trash removal only</p> <p><b>½ of Floor 2:</b> Labs (All on UK Chandler side plus MS231, MS231A, MS231C, MS231D, MS231E, MS233) - trash removal only</p>

<b>Service Position:</b> <b>Team 1, Position 1-6</b>	Custodial Worker - Full-time <b>MSB (298)</b>
Shift:	7:00 a.m. – 3:30 p.m. Monday - Friday
Service Area:	MSB (298) – ½ of Floor 2 (HSRB side) and Floor 3

<b>Areas to Receive Full Cleaning Daily</b>	<b>½ of Floor 2 (HSRB side):</b> All Lobbies, Restrooms and Conference/Admin Areas <b>Floor 3:</b> All Lobbies, Restrooms and Conference/Admin Areas
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<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
<p><b>½ of Floor 2 (HSRB side) and Floor 3:</b></p> <p><u>Corridors/Break Rooms/Kitchenettes areas receive trash collection, dust mopping, furniture cleaning, carpet spot vacuuming or hard surface spot mopping, and fountain cleaning daily.*</u></p> <p>All Corridors All Break/Kitchenette Areas</p> <p><u>MSB Classrooms are cleaned by Custodial Worker 1-13</u></p> <p>* See Cycle Cleaning Schedule for additional cleaning requirements in these areas.</p>	Mon	<p><b>½ of Floor 2:</b> Labs (All on HSRB side plus MN232, MN232A, MN234, MN248, MN248A, MN254, MN256) - trash removal only</p> <p><b>Floor 3:</b> ½ of Offices (UK Chandler side). All Labs - trash removal only</p>
	Tue	<p><b>½ of Floor 2:</b> Labs (All on HSRB side plus MN232, MN232A, MN234, MN248, MN248A, MN254, MN256) - dust mop &amp; damp mop only</p> <p><b>Floor 3:</b> ½ of Offices (HSRB side). Labs (MS331 – MS341) - dust mop &amp; damp mop only</p>
	Wed	<p><b>½ of Floor 2:</b> Labs (All on HSRB side plus MN232, MN232A, MN234, MN248, MN248A, MN254, MN256) - trash removal only</p> <p><b>Floor 3:</b> All Corridors and Break/Kitchenette Areas. All Labs - trash removal only</p>
	Thu	<p><b>½ of Floor 2:</b> All Offices (including MN226, MN228, MN230, MN232, MN234, MN236, MN244, MN246, MN258) and Corridors</p> <p><b>Floor 3:</b> All Labs (except MS331 – MS341) - dust mop &amp; damp mop only</p>
	Fri	<p><b>½ of Floor 2:</b> Labs (All on HSRB side plus MN232, MN232A, MN234, MN248, MN248A, MN254, MN256) - trash removal only</p> <p><b>Floor 3:</b> All Labs - trash removal only</p>

<b>Service Position:</b> <b>Team 1, Position 1-7</b>	Custodial Worker - Full-time <b>MSB (298)</b>
Shift:	7:00 a.m. – 3:30 p.m. Monday - Friday
Service Area:	MSB (298) – ½ of Floor 4 (UK Chandler side) and Floor 5

<b>Areas to Receive Full Cleaning Daily</b>	<b>½ of Floor 4 (UK Chandler side):</b> All Lobbies, Restrooms, Conference/Admin and Medical Areas <b>Floor 5:</b> All Lobbies, Restrooms and Conference/Admin Areas
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<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
<p><b>½ of Floor 4 (UK Chandler side) and Floor 5:</b></p> <p><u>Corridors receive trash collection, dust mopping, furniture cleaning, carpet spot vacuuming or hard surface spot mopping, and fountain cleaning daily.*</u></p> <p>All Corridors</p> <p><u>MSB Classrooms are cleaned by Custodial Worker 1-13</u></p> <p>* See Cycle Cleaning Schedule for additional cleaning requirements in these areas.</p>	Mon	<p><b>½ of Floor 4:</b> Labs (All on UK Chandler side plus MS431, MS433, MS435, MS435A, MS439, MS441) - trash removal only</p> <p><b>Floor 5:</b> ½ of Offices (UK Chandler side). All Labs - trash removal only</p>
	Tue	<p><b>½ of Floor 4:</b> Labs (All on UK Chandler side plus MS431, MS433, MS435, MS435A, MS439, MS441) - dust mop &amp; damp mop only</p> <p><b>Floor 5:</b> ½ of Offices (HSRB side). Labs (MS531 – MS541) - dust mop &amp; damp mop only</p>
	Wed	<p><b>½ of Floor 4:</b> Labs (All on UK Chandler side plus MS431, MS433, MS435, MS435A, MS439, MS441) - trash removal only</p> <p><b>Floor 5:</b> All Corridors and Break/Kitchenette Areas. All Labs - trash removal only</p>
	Thu	<p><b>½ of Floor 4:</b> All Offices (including MS431A, MS433A, MS437) and Corridors</p> <p><b>Floor 5:</b> All Labs (except MS531 – MS541) - dust mop &amp; damp mop only</p>
	Fri	<p><b>½ of Floor 4:</b> Labs (All on UK Chandler side plus MS431, MS433, MS435, MS435A, MS439, MS441) - trash removal only</p> <p><b>Floor 5:</b> All Labs - trash removal only</p>



<b>Service Position:</b> <b>Team 1, Position 1-8</b>	Custodial Worker - Full-time <b>MSB (298)</b>
Shift:	7:00 a.m. – 3:30 p.m. Monday - Friday
Service Area:	MSB (298) – ½ of Floor 4 (HSRB side) and Floor 6

<b>Areas to Receive Full Cleaning Daily</b>	<b>½ of Floor 4 (HSRB side):</b> All Lobbies, Restrooms, Conference/Admin and Medical Areas <b>Floor 6:</b> All Lobbies, Restrooms and Conference/Admin Areas
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<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
<p><b>½ of Floor 4 (HSRB side) and Floor 6:</b></p> <p><u>Corridors receive trash collection, dust mopping, furniture cleaning, carpet spot vacuuming or hard surface spot mopping, and fountain cleaning daily.*</u></p> <p>All Corridors</p> <p><u>MSB Classrooms are cleaned by Custodial Worker 1-13</u></p> <p>* See Cycle Cleaning Schedule for additional cleaning requirements in these areas.</p>	Mon	<p><b>½ of Floor 4:</b> Labs (All on HSRB side plus MN444, MN446, MN448, MN448A, MN454) - trash removal only</p> <p><b>Floor 6:</b> ½ of Offices (UK Chandler side). All Labs - trash removal only</p>
	Tue	<p><b>½ of Floor 4:</b> Labs (All on HSRB side plus MN444, MN446, MN448, MN448A, MN454) - dust mop &amp; damp mop only</p> <p><b>Floor 6:</b> ½ of Offices (HSRB side). Labs (MS631 – MS641) - dust mop &amp; damp mop only</p>
	Wed	<p><b>½ of Floor 4:</b> Labs (All on HSRB side plus MN444, MN446, MN448, MN448A, MN454) - trash removal only</p> <p><b>Floor 6:</b> All Corridors and Break/Kitchenette Areas. All Labs - trash removal only</p>
	Thu	<p><b>½ of Floor 4:</b> All Offices (including MN456, MN457, MN458A) and Corridors</p> <p><b>Floor 6:</b> All Labs (except MS631 – MS641) - dust mop &amp; damp mop only</p>
	Fri	<p><b>½ of Floor 4:</b> Labs (All on HSRB side plus MN444, MN446, MN448, MN448A, MN454) - trash removal only</p> <p><b>Floor 6:</b> All Labs - trash removal only</p>

<b>Service Position:</b> <b>Team 1, Position 1-9</b>	Custodial Worker - Part-time <b>MSB (298), Floater</b>
Shift:	5:00 a.m. – 9:00 a.m. Monday - Friday
Service Area:	MSB (298) – Floor 1 Selected Areas (See below), Floater

<b>Areas to Receive Full Cleaning Daily</b>	All Elevators and the Restrooms associated with the Student Lounge Areas (H152C, H152D, H152F)
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<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
<p><u>Lounge areas receive trash collection, dust mopping, furniture cleaning, carpet spot vacuuming or hard surface spot mopping, and fountain cleaning daily.*</u></p> <p>Student Lounge Area</p> <p><u>Library areas receive trash collection, dust mopping and carpet spot vacuuming or hard surface spot mopping daily.*</u></p> <p>Medical Science Library</p> <p><u>Floater Duties:</u></p> <p>Spends remainder of shift performing absentee replacement duties, special projects or helping other custodial workers as directed by the Team 1 supervisor</p> <p>* See Cycle Cleaning Schedule for additional cleaning requirements in these areas.</p>	Mon	Student Lounge Area
	Tue	Medical Science Library
	Wed	No Cycle Cleaning Responsibilities
	Thu	No Cycle Cleaning Responsibilities
	Fri	No Cycle Cleaning Responsibilities

<b>Service Position:</b> <b>Team 1, Position 1-10</b>	<b>Custodial Worker - Part-time</b> <b>MSB (298), Floater</b>
<b>Shift:</b>	3:30 p.m. – 6:30 p.m. Monday - Friday
<b>Service Area:</b>	MSB (298) – All Areas, Floater

<b>Areas to Receive Full Cleaning Daily</b>	Remove trash behind all elevators and empty large trash carts. Police high-profile areas as needed for spot cleaning, trash removal and restocking of dispensers.
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<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
<u>Stairs and stairwells receive policing daily:*</u> Stairs (A, B)  <u>Floater Duties:</u> Spends remainder of shift performing absentee replacement duties and special projects as directed by the Team 1 supervisor  * See Cycle Cleaning Schedule for additional cleaning requirements in these areas.	Mon	Stairs (A, B) - every other week
	Tue	No Cycle Cleaning Responsibilities
	Wed	No Cycle Cleaning Responsibilities
	Thu	No Cycle Cleaning Responsibilities
	Fri	No Cycle Cleaning Responsibilities

<b>Service Position:</b> <b>Team 1, Position 1-11</b>	Custodial Worker - Full-time <b>MSB (298), HSRB (305), Floater</b>
Shift:	7:00 a.m. – 3:30 p.m. Monday - Friday
Service Area:	MSB (298) – Floater (2 hours), HSRB (305) – Ground Floor and Floors 3 and 4 (except classrooms)

<b>Areas to Receive Full Cleaning Daily</b>	<b>HSRB:</b> All Entrances, Restrooms and Conference/Admin Areas
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<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
<p><b>HSRB Only:</b></p> <p><u>Corridors/Break Rooms/Kitchenettes/Lounge areas receive trash collection, dust mopping, furniture cleaning, carpet spot vacuuming or hard surface spot mopping, and fountain cleaning daily.*</u></p> <p>All Corridors All Break/Kitchenette Areas All Lounges</p> <p><u>Stairs and stairwells receive policing daily.*</u></p> <p>Stairs (A)</p> <p>* See Cycle Cleaning Schedule for additional cleaning requirements in these areas.</p> <p><b>MSB Floater Duties (2 hours per day):</b></p> <p>Spends remainder of shift performing absentee replacement duties, special projects or helping other custodial workers in MSB as directed by the Team 1 supervisor</p>	Mon	<b>HSRB:</b> All Labs: trash removal only. Stairs (A) – every other week.
	Tue	<b>HSRB:</b> Labs: Ground Floor and Floor 3 - dust mop & damp mop only. All Floor 3 Offices, Corridors, Break/Kitchenette Areas and Lounges
	Wed	<b>HSRB:</b> All Labs: trash removal only. All Ground Floor Offices and Corridors
	Thu	<b>HSRB:</b> Labs: Floor 4 - dust mop & damp mop only. All Floor 4 Offices and Corridors
	Fri	<b>HSRB:</b> All Labs: trash removal only

<b>Service Position:</b> <b>Team 1, Position 1-12</b>	Custodial Worker - Full-time <b>HSRB (305)</b>
Shift:	7:00 a.m. – 3:30 p.m. Monday - Friday
Service Area:	HSRB (305) – Floors 1 and 2 (except classrooms)

<b>Areas to Receive Full Cleaning Daily</b>	All Entrances, Lobbies, Elevators, Restrooms and Conference/Admin Areas
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<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
<u>Corridors/Break Rooms/Kitchenettes/Lounge areas receive trash collection, dust mopping, furniture cleaning, carpet spot vacuuming or hard surface spot mopping, and fountain cleaning daily.*</u> All Corridors All Break/Kitchenette Areas All Lounges  <u>Stairs and stairwells receive policing daily:*</u> Stairs (B, C)  * See Cycle Cleaning Schedule for additional cleaning requirements in these areas.	Mon	Stairs (B, C) - every other week  All Labs: trash removal only
	Tue	Floor 1: All Offices, Corridors, Break/Kitchenette Areas and Lounges  Labs: Floor 1 - dust mop & damp mop only
	Wed	All Labs: trash removal only
	Thu	Floor 2: All Offices and Corridors  Labs: Floor 2 - dust mop & damp mop only
	Fri	All Labs: trash removal only

<b>Service Position:</b> <b>Team 1, Position 1-13</b>	Custodial Worker - Full-time <b>MSB (298), HSRB (305)</b>
<b>Shift:</b>	11:30 p.m. – 8:00 a.m. Monday - Friday
<b>Service Area:</b>	MSB (298) – Select Areas (see below), HSRB (305) – Select Areas (see below)

<b>Areas to Receive Full Cleaning Daily</b>	None
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<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
<p><u>Classroom and “Daily” Lab areas receive trash collection, dust mopping, board cleaning, and carpet spot vacuuming or hard surface spot mopping daily:*</u></p> <p><b>MSB:</b> 202, 242, 263, 302, 342, 363, 402, 442, 463, 542, 563 <b>HSRB:</b> 122, 222, 310, 410</p> <p><u>This Custodial Worker performs additional duties as communicated by the Team 1 supervisor, to include: absentee replacement duties, restroom policing and restocking, special projects and other duties as requested</u></p> <p>* See Cycle Cleaning Schedule for additional cleaning requirements in these areas.</p>	Mon	<b>MSB:</b> Classrooms / “Daily” Labs (202, 242, 263, 302, 342, 363)
	Tue	<b>MSB:</b> Classrooms / “Daily” Labs (402, 442, 463, 542, 563)
	Wed	<b>HSRB:</b> Classrooms / “Daily” Labs (122, 222, 310, 410)
	Thu	No Cycle Cleaning Responsibilities
	Fri	No Cycle Cleaning Responsibilities

<b>Service Position:</b> <b>Team 1, Position 1-14</b>	Project Floater - Full-time <b>All Team 1 Buildings (Project Floater)</b>
Shift:	7:00 a.m. – 3:30 p.m. Monday - Friday
Service Area:	All Team 1 Buildings

<b>Position Description:</b>	<p>The Floater primarily provides absentee replacement cleaning duties in any building or run that the Team 1 Supervisor wishes to send him or her. When covering for an absent co-worker, the Floater performs cleaning services and trash collection and works as a team with other Custodial, Utility and Grounds Workers to provide a total cleaning package in assigned areas.</p> <p>This service provider’s cleaning assignment will vary depending on the run that he or she is covering. The Floater refers to the Individual Assignment of the absent coworker to understand what duties are to be performed on a given day. When not being substituted for absent coworkers, this service provider renders interim and restorative cleaning assistance and also performs event-related duties, such as set-ups and tear-downs.</p>
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Areas to Receive Reduced Daily Cleaning & Cycle Cleaning*	Day	Cycle Cleaning Schedule, Full Clean:
See “Position Description” above for Project Floater Duties	Mon	No Cycle Cleaning Responsibilities
	Tue	No Cycle Cleaning Responsibilities
	Wed	No Cycle Cleaning Responsibilities
	Thu	No Cycle Cleaning Responsibilities
	Fri	No Cycle Cleaning Responsibilities

## **Med Center – Service Assignments:**

### **TEAM 2**



<b>Service Position:</b> <b>Team 2, Position 2-1</b>	Custodial Worker - Full-time <b>UK Chandler Hospital (293), Annex 5, COMOB Behavioral Health (86)</b>
Shift:	3:30 a.m. – 12:00 p.m. Monday - Friday
Service Area:	UK Chandler Hospital (293) – Ground Level and Floor 2 (Admin, Anesthesiology, Break Room and Sleep Room Areas), Annex 5 and COMOB Behavioral Health (86) – Entire Buildings

<b>Areas to Receive Full Cleaning Daily</b>	<b>Annex 5 and COMOB:</b> All Entrances, Lobbies, Restrooms and Conference/Admin Areas <b>Hospital:</b> All Entrances, Lobbies (2H Elev. Lobby), Restrooms (N208, N210, C242, C244, N214) and Conference/Admin Areas (H43A, C230) and Medical / Sleep Areas (N201A, N216)
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<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
<u>Corridors/Break Rooms/Kitchenettes/Lounge areas receive trash collection, dust mopping, furniture cleaning, carpet spot vacuuming or hard surface spot mopping, and fountain cleaning daily:*</u> All Corridors All Break/Kitchenette Areas All Lounges  <u>Classroom and “Daily” Lab areas receive trash collection, dust mopping, board cleaning, and carpet spot vacuuming or hard surface spot mopping daily:*</u> All Classroom and “Daily” Lab Areas  <u>Stairs and stairwells receive policing daily:*</u> All Stairs  * See Cycle Cleaning Schedule for additional cleaning requirements in these areas.	Mon	<b>Hospital:</b> Ground Level – Offices (H1, H57, H59, H59A, H41A, H41B, H41C, H41D, H41E, H41G, H43B, H43C, H43D, H60, H64, H64A, HL406), Corridors (N1, N2, N3, E1, E2, W1, W2, 2H Back Hall, 2H Break Hall, H41, AUTO Hall, Dock 2 Hall), Classroom (H43) and Dock  <b>Annex 5:</b> All Labs: trash removal only. All Stairs - every other week.
	Tue	<b>Annex 5:</b> All Labs - dust mop & damp mop only. All Offices, Corridors and Classrooms.
	Wed	<b>Hospital:</b> Floor 2 – Offices (N201, N202, N202A, N202B, N212, N217 – N226, N228, N232, N234, N236, N253, N255 – N261, N263, C204, C206 – C226, C231 – C236, C238 – C241, C243, C246 – C248), Corridors (C204, C233), Break./Kitchenette (C230A, C237) and Lounge (N230)  <b>Annex 5:</b> All Labs: trash removal only
	Thu	<b>COMOB:</b> All Offices, Corridors, Classrooms, “Daily” Labs and Break/Kitchenette areas
	Fri	<b>Annex 5:</b> All Labs: trash removal only

<b>Service Position:</b> <b>Team 2, Position 2-2</b>	Custodial Worker - Full-time <b>MDS Multi Disciplinary Sciences (82)</b>
Shift:	7:00 a.m. – 3:30 p.m. Monday - Friday
Service Area:	MDS Multi Disciplinary Sciences (82) – Entire Building (except classrooms)

<b>Areas to Receive Full Cleaning Daily</b>	All Entrances, Lobbies, Elevators, Restrooms, and Conference/Admin Areas
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<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
<u>Corridors/Break Rooms/Kitchenettes/Lounge areas receive trash collection, dust mopping, furniture cleaning, carpet spot vacuuming or hard surface spot mopping, and fountain cleaning daily:*</u>  All Corridors All Break/Kitchenette Areas All Lounges  * See Cycle Cleaning Schedule for additional cleaning requirements in these areas.	Mon	Ground Floor: All Offices, Corridors, Break/Kitchenette Areas and Lounges  All Labs: trash removal only
	Tue	Floors 1 and 2: All Offices and Corridors  Labs: Ground Floor and Floor 1 - dust mop & damp mop only
	Wed	Floor 3: All Offices and Corridors  All Labs: trash removal only
	Thu	Floors 4 and 5: All Offices and Corridors  Labs: Floors 3, 4 and 5 - dust mop & damp mop only
	Fri	All Labs: trash removal only

<b>Service Position:</b> <b>Team 2, Position 2-3</b>	Custodial Worker - Full-time <b>Charles T. Whethington - CTW (200)</b>
Shift:	7:00 a.m. – 3:30 p.m. Monday - Friday
Service Area:	Charles T. Whethington - CTW (200) – Basement and Floor 1

<b>Areas to Receive Full Cleaning Daily</b>	All Entrances, Lobbies, Elevators, Cafeteria/Dining Areas, Restrooms, Conference/Admin Areas and Medical Areas
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<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
<u>Break Rooms/Kitchenettes/Lounge areas receive trash collection, dust mopping, furniture cleaning, carpet spot vacuuming or hard surface spot mopping, and fountain cleaning daily:*</u> All Break/Kitchenette Areas All Lounges  <u>“Daily” Lab areas receive trash collection, dust mopping, board cleaning, and carpet spot vacuuming or hard surface spot mopping daily:*</u> All “Daily” Lab Areas  <u>Stairs and stairwells receive policing daily:*</u> Stairs (A)  * See Cycle Cleaning Schedule for additional cleaning requirements in these areas.	Mon	Stairs (A) - every other week  All “Non-Daily” Labs: trash removal only
	Tue	All “Daily” Labs, Lounges and Break/Kitchenette Areas. “Non-Daily” Labs - dust mop & damp mop only
	Wed	All “Non-Daily” Labs: trash removal only
	Thu	All Offices
	Fri	All “Non-Daily” Labs: trash removal only

<b>Service Position:</b> <b>Team 2, Position 2-4</b>	Custodial Worker - Full-time <b>Charles T. Whethington - CTW (200)</b>
Shift:	7:00 a.m. – 3:30 p.m. Monday - Friday
Service Area:	Charles T. Whethington - CTW (200) – ½ of Floor 2 and Floor 3

<b>Areas to Receive Full Cleaning Daily</b>	<b>½ of Floor 2:</b> Elevator Lobby, Restroom (212) and Conference Room (205A) <b>Floor 3:</b> All Lobbies, Restrooms and Conference/Admin Areas
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<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
<u>Break Rooms/Kitchenettes areas receive trash collection, dust mopping, furniture cleaning, carpet spot vacuuming or hard surface spot mopping, and fountain cleaning daily.*</u> All Break/Kitchenette Areas <u>Stairs and stairwells receive policing daily.*</u> Stairs (B)  * See Cycle Cleaning Schedule for additional cleaning requirements in these areas.	Mon	Stairs (B) - every other week  <b>½ of Floor 2:</b> Labs (211C, 228, 228 A – D, 230) – trash removal only  <b>Floor 3:</b> Offices (Sections 301 - 306, 310), Break Area (303C)
	Tue	<b>½ of Floor 2:</b> Offices (Sections 201, 205, 207, 209). Labs (211C, 228, 228 A – D, 230) – dust mop & damp mop only
	Wed	<b>½ of Floor 2:</b> Labs (211C, 228, 228 A – D, 230) – trash removal only  <b>Floor 3:</b> Offices (Sections 317, 321, 320, 324, 326)
	Thu	<b>Floor 3:</b> Offices (Sections 309, 311, 315, 323, 327, 329), Break / Kitchenette Areas (317B, 317C)
	Fri	<b>½ of Floor 2:</b> Labs (211C, 228, 228 A – D, 230) – trash removal only

<b>Service Position:</b> <b>Team 2, Position 2-5</b>	Custodial Worker - Full-time <b>Charles T. Whethington - CTW (200)</b>
Shift:	7:00 a.m. – 3:30 p.m. Monday - Friday
Service Area:	Charles T. Whethington - CTW (200) – ½ of Floor 2 and Floor 4

<b>Areas to Receive Full Cleaning Daily</b>	<b>½ of Floor 2:</b> Restroom (213), Locker Room 211 and Conference Room (214B) <b>Floor 4:</b> All Lobbies, Restrooms and Conference/Admin Areas
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<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
<p><u>Break Rooms/Kitchenettes areas receive trash collection, dust mopping, furniture cleaning, carpet spot vacuuming or hard surface spot mopping, and fountain cleaning daily.*</u></p> <p>All Break/Kitchenette Areas</p> <p><u>Stairs and stairwells receive policing daily.*</u></p> <p>Stairs (C)</p> <p>* See Cycle Cleaning Schedule for additional cleaning requirements in these areas.</p>	Mon	Stairs (C) - every other week <b>½ of Floor 2:</b> Labs (222, 224, 226) – trash removal only <b>Floor 4:</b> All Labs – trash removal only
	Tue	<b>½ of Floor 2:</b> Offices (Sections 204, 206, 208, 210, 214). Labs (222, 224, 226) - dust mop & damp mop only <b>Floor 4:</b> Break Area (444). Labs (414 – 449) – dust mop & damp mop only
	Wed	<b>½ of Floor 2:</b> Labs (222, 224, 226) – trash removal only <b>Floor 4:</b> All Labs – trash removal only
	Thu	<b>Floor 4:</b> Offices (407, 407A, 407B, 451, 453, 457, 459, 465, 466, 467, 469, 471, 473). Labs (453 – 479) – dust mop & damp mop only
	Fri	<b>½ of Floor 2:</b> Labs (222, 224, 226) – trash removal only <b>Floor 4:</b> All Labs – trash removal only

<b>Service Position:</b> <b>Team 2, Position 2-6</b>	Utility Worker - Full-time <b>Charles T. Whethington - CTW (200)</b>
Shift:	7:00 a.m. – 3:30 p.m. Monday - Friday
Service Area:	Charles T. Whethington - CTW (200) – Floor 5 and All Corridors

<b>Areas to Receive Full Cleaning Daily</b>	All Lobbies, Restrooms and Conference/Admin Areas
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<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
<p><u>Corridors/Break Rooms/Kitchenettes areas receive trash collection, dust mopping, furniture cleaning, carpet spot vacuuming or hard surface spot mopping, and fountain cleaning daily:*</u></p> <p>All Floors: All Corridors Floor 5: All Break/Kitchenette Areas</p> <p>* See Cycle Cleaning Schedule for additional cleaning requirements in these areas.</p>	Mon	<p><b>Basement and Floor 1:</b> All Corridors</p> <p><b>Floor 5:</b> All Labs: trash removal only</p>
	Tue	<p><b>Floor 2:</b> All Corridors</p> <p><b>Floor 5:</b> Offices (501 – 541), Break Room (536). Labs (503 – 549) - dust mop &amp; damp mop only</p>
	Wed	<p><b>Floor 3:</b> All Corridors</p> <p><b>Floor 5:</b> All Labs: trash removal only</p>
	Thu	<p><b>Floor 4:</b> All Corridors</p> <p><b>Floor 5:</b> Offices (553 – 599). Labs (555 – 599C) - dust mop &amp; damp mop only</p>
	Fri	<p><b>Floor 5:</b> All Corridors. All Labs: trash removal only</p>

<b>Service Position:</b> <b>Team 2, Position 2-7</b>	Custodial Worker - Full-time <b>MDS Multi Disciplinary Sciences (82), Charles T. Whethington - CTW (200)</b>
Shift:	11:30 p.m. – 8:00 a.m. Monday - Friday
Service Area:	MDS Multi Disciplinary Sciences (82) – Select Areas (see below), Charles T. Whethington - CTW (200) – Select Areas (see below)

<b>Areas to Receive Full Cleaning Daily</b>	None
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<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
<u>Classroom areas receive trash collection, dust mopping, board cleaning, and carpet spot vacuuming or hard surface spot mopping daily:*</u> <b>MDS:</b> All Classrooms (202, 242, 263, 302, 342, 363, 402, 442, 463, 542, 563) <b>CTW:</b> All Classrooms (122, 222, 310, 410)  <u>Stairs and stairwells receive policing daily:*</u> <b>MDS Only:</b> All Stairs  <u>This Custodial Worker performs additional duties as communicated by the Team 2 supervisor, to include: absentee replacement duties, restroom policing and restocking, special projects and other duties as requested</u>  * See Cycle Cleaning Schedule for additional cleaning requirements in these areas.	Mon	<b>MDS:</b> All Stairs - every other week
	Tue	<b>MDS:</b> Classrooms (206, 220, 221, 222, 223, 335, 337)
	Wed	<b>CTW:</b> Classrooms (12, 14, 216, 218, 219, 220)
	Thu	<b>CTW:</b> Classrooms (403, 405, 409, 411, 415)
	Fri	No Cycle Cleaning Responsibilities

<b>Service Position:</b> <b>Team 2, Position 2-8</b>	Custodial Worker - Full-time <b>College of Nursing (232), U of K Clinic (284)</b>
Shift:	7:00 a.m. – 3:30 p.m. Monday – Friday, Rotate Weekends
Service Area:	College of Nursing (232) – Floors 1, 2 and 3 (except classrooms); U of K Clinic (284) – Floor 3 (Hall of Fame and Minority Affairs)

<b>Areas to Receive Full Cleaning Daily</b>	<b>College of Nursing (CON):</b> All Entrances, Lobbies, Elevators, Restrooms and Conference/Admin Areas <b>U of K Clinic:</b> Floor 3 Hall of Fame and Minority Affairs areas
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<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
<p><b>College of Nursing (CON) Only:</b></p> <p><u>Corridors/Lounge areas receive trash collection, dust mopping, furniture cleaning, carpet spot vacuuming or hard surface spot mopping, and fountain cleaning daily:*</u></p> <p>All Corridors All Lounges</p> <p><u>Stairs and stairwells receive policing daily:*</u></p> <p>Stairs (A, B)</p> <p><u>Rotate Weekend Duties with other College of Nursing Custodial Workers. Includes 8 hours on Sat</u></p> <p>* See Cycle Cleaning Schedule for additional cleaning requirements in these areas.</p>	Mon	<b>CON:</b> Stairs (A, B) - every other week
	Tue	<b>CON:</b> Floor 1 - All Offices, Corridors and Lounges
	Wed	<b>CON:</b> Floor 2 - All Offices and Corridors
	Thu	<b>CON:</b> Floor 3 - All Offices and Corridors
	Fri	No Cycle Cleaning Responsibilities



<b>Service Position:</b> <b>Team 2, Position 2-9</b>	Custodial Worker - Full-time <b>College of Nursing (232)</b>
Shift:	7:00 a.m. – 3:30 p.m. Monday - Friday, Rotate Weekends
Service Area:	College of Nursing (232) – Floors 4, 5 and 6 (except classrooms)

<b>Areas to Receive Full Cleaning Daily</b>	All Restrooms and Conference/Admin Areas
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<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
<p><u>Corridors/Break Rooms/Kitchenettes/Lounge areas receive trash collection, dust mopping, furniture cleaning, carpet spot vacuuming or hard surface spot mopping, and fountain cleaning daily.*</u></p> <p>All Corridors All Break/Kitchenette Areas All Lounges</p> <p><u>Stairs and stairwells receive policing daily.*</u></p> <p>Stairs (C, D)</p> <p><u>Rotate Weekend Duties with other College of Nursing Custodial Workers. Includes 8 hours on Sat</u></p> <p>* See Cycle Cleaning Schedule for additional cleaning requirements in these areas.</p>	Mon	Stairs (C, D) - every other week
	Tue	Floor 4 - All Offices, Corridors and Lounges
	Wed	Floor 5 - All Offices, Corridors, Lounges and Break/Kitchenette Areas
	Thu	Floor 6 - All Offices, Corridors and Lounges
	Fri	No Cycle Cleaning Responsibilities

<b>Service Position:</b> <b>Team 2, Position 2-10</b>	<b>Custodial Worker - Full-time</b> <b>College of Nursing (232)</b>
<b>Shift:</b>	11:30 p.m. – 8:00 p.m. Monday - Friday, Rotate Weekends
<b>Service Area:</b>	College of Nursing (232) – Selected Areas (See below)

<b>Areas to Receive Full Cleaning Daily</b>	None
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<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
<p><u>Classroom areas receive trash collection, dust mopping, board cleaning, and carpet spot vacuuming or hard surface spot mopping daily:*</u></p> <p>All Classrooms (211, 213, 214, 419, 501 A-C, 504, 511, 613, 613 A-L)</p> <p><u>Auditorium areas receive trash collection, furniture cleaning and carpet spot vacuuming or hard surface spot mopping daily:*</u></p> <p>All Auditoriums (115, 201, 625)</p> <p><u>This Custodial Worker performs additional duties as communicated by the Team 2 supervisor, to include: absentee replacement duties, restroom policing and restocking, special projects and other duties as requested</u></p> <p><u>Rotate Weekend Duties with other College of Nursing Custodial Workers. Includes 8 hours on Sat</u></p> <p>* See Cycle Cleaning Schedule for additional cleaning requirements in these areas.</p>	Mon	Floor 1: Auditorium (115) Floor 2: Auditorium (201)
	Tue	Floor 2: Classrooms (211, 213, 214) Floor 4: Classroom (419)
	Wed	Floor 5: Classrooms (501 A-C, 504, 511)
	Thu	Floor 6: Classrooms (613, 613 A-L) and Auditorium (625)
	Fri	No Cycle Cleaning Responsibilities

<b>Service Position:</b> <b>Team 2, Position 2-11</b>	<b>Project Floater - Full-time</b> <b>All Team 2 Buildings (Project Floater)</b>
<b>Shift:</b>	7:00 a.m. – 3:30 p.m. Monday - Friday
<b>Service Area:</b>	All Team 2 Buildings

<b>Position Description:</b>	<p>The Floater primarily provides absentee replacement cleaning duties in any building or run that the Team 2 Supervisor wishes to send him or her. When covering for an absent co-worker, the Floater performs cleaning services and trash collection and works as a team with other Custodial, Utility and Grounds Workers to provide a total cleaning package in assigned areas.</p> <p>This service provider’s cleaning assignment will vary depending on the run that he or she is covering. The Floater refers to the Individual Assignment of the absent coworker to understand what duties are to be performed on a given day. When not being substituted for absent coworkers, this service provider renders interim and restorative cleaning assistance and also performs event-related duties, such as set-ups and tear-downs.</p>
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Areas to Receive Reduced Daily Cleaning & Cycle Cleaning*	Day	Cycle Cleaning Schedule, Full Clean:
See “Position Description” above for Project Floater Duties	Mon	No Cycle Cleaning Responsibilities
	Tue	No Cycle Cleaning Responsibilities
	Wed	No Cycle Cleaning Responsibilities
	Thu	No Cycle Cleaning Responsibilities
	Fri	No Cycle Cleaning Responsibilities

**Med Center – Service Assignments:**

**TEAM 3**

<b>Service Position:</b> <b>Team 3, Position 3-1</b>	Utility Worker - Full-time <b>Ben Roach Cancer (93), Med Center Storage (87), Straus Bldg (Oldham Court – 506)</b>
Shift:	7:00 a.m. – 3:30 p.m. Monday - Friday
Service Area:	Ben Roach Cancer (93) – ½ of Floor 1 and Entire Floor 4, Med Center Storage (87) and Straus Bldg (Oldham Court – 506) – Entire Buildings

<b>Areas to Receive Full Cleaning Daily</b>	All Entrances, Lobbies, Restrooms and Conference/Admin Areas
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<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
<p><u>Corridors/Break Rooms/Kitchenettes areas receive trash collection, dust mopping, furniture cleaning, carpet spot vacuuming or hard surface spot mopping, and fountain cleaning daily:*</u></p> <p>All Corridors All Break/Kitchenette Areas</p> <p><u>Stairs and stairwells receive policing daily:*</u></p> <p>All Stairs</p> <p>* See Cycle Cleaning Schedule for additional cleaning requirements in these areas.</p>	Mon	<b>Ben Roach:</b> All Labs - trash removal only. All Stairs - every other week
	Tue	<b>Ben Roach:</b> All Labs - dust mop & damp mop only <b>Med Center Storage:</b> All Offices and Break/Kitchenette Areas
	Wed	<b>Ben Roach:</b> All Labs - trash removal only <b>Straus Bldg (Oldham Court):</b> All Offices, Corridors Break/Kitchenette Areas
	Thu	<b>Ben Roach:</b> All Offices, Corridors and Break/Kitchenette Areas
	Fri	<b>Ben Roach:</b> All Labs - trash removal only

<b>Service Position:</b> <b>Team 3, Position 3-2</b>	Utility Worker - Full-time <b>Exterior Policing – UK Chandler Hospital Area</b>
Shift:	7:00 a.m. – 3:30 p.m. Monday - Friday
Service Area:	Exterior Policing – All Med Center buildings in the UK Chandler Hospital area, but may also help with remaining Med Center buildings when needed. Removes trash and performs spot cleaning in Parking Structure 3.

<b>Areas to Receive Full Cleaning Daily</b>	All exterior areas surrounding the UK Clinic area (especially areas surrounding entrances and parking garages) must receive continual policing for litter pick-up, trash removal, cigarette butt removal, weed removal from flower and landscape beds and other spot cleaning duties as required. Parking Structure 3 is checked daily for trash and spot cleaning requirements (1 hour per day, 2:15 p.m. – 3:15 p.m.). This Utility Worker will also assist with snow removal as requested by the Team 3 Supervisor. Additionally, this Utility Worker will perform the parking garage duties of Grounds Workers 3-4, 3-5, 3-6 or 3-7 when one of those workers are absent, as directed by the Team 3 Supervisor.
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<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
See “Position Description” above for Exterior Policing Duties	Mon	No Cycle Cleaning Responsibilities
	Tue	No Cycle Cleaning Responsibilities
	Wed	No Cycle Cleaning Responsibilities
	Thu	No Cycle Cleaning Responsibilities
	Fri	No Cycle Cleaning Responsibilities

<b>Service Position:</b> <b>Team 3, Position 3-3</b>	<b>Grounds Worker - Full-time</b> <b>Exterior Policing – UK Clinic Area</b>
<b>Shift:</b>	7:00 a.m. – 3:30 p.m. Monday - Friday
<b>Service Area:</b>	Exterior Policing – All Med Center buildings in the UK Clinic area, but may also help with remaining Med Center buildings when needed. Removes trash and performs spot cleaning in Parking Structure 8.

<b>Areas to Receive Full Cleaning Daily</b>	All exterior areas surrounding the UK Clinic area (especially areas entrances and parking garages) must receive continual policing for litter pick-up, trash removal, cigarette butt removal, weed removal from flower and landscape beds and other spot cleaning duties as required. Parking Structure 8 (entire building) is checked daily for trash removal and spot cleaning requirements (2 hours per day, 1:15 p.m. – 3:15 p.m.). This Grounds Worker will also assist with snow removal as requested by the Team 3 Supervisor. Additionally, this Grounds Worker will perform the parking garage duties of Grounds Workers 3-4, 3-5, 3-6 or 3-7 when one of those workers are absent, as directed by the Team 3 Supervisor.
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<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
See “Position Description” above for Exterior Policing Duties	Mon	No Cycle Cleaning Responsibilities
	Tue	No Cycle Cleaning Responsibilities
	Wed	No Cycle Cleaning Responsibilities
	Thu	No Cycle Cleaning Responsibilities
	Fri	No Cycle Cleaning Responsibilities

<b>Service Position:</b> <b>Team 3, Position 3-4</b>	Grounds Worker - Full-time <b>Good Samaritan Parking (613) and Six Surrounding Parking Lots</b>
Shift:	7:00 a.m. – 3:30 p.m. Monday – Friday, Rotate Weekends with other Grounds Workers
Service Area:	Good Samaritan Parking (613) – Entire Building, Six Surrounding Parking Lots – All Areas

<b>Areas to Receive Full Cleaning Daily</b>	<p><b>7:00 a.m. – 9:00 a.m.:</b> All exterior areas surrounding the Good Samaritan Hospital (especially areas surrounding entrances and parking garages) must receive continual policing for litter pick-up, trash removal, cigarette butt removal, weed removal from flower and landscape beds and other spot cleaning duties as required. This includes the six parking lots and the empty house lot.</p> <p><b>9:00 a.m. – 10:15 a.m.:</b> <u>Good Samaritan Parking Garage</u> - Dust mop and damp mop and spot clean all stairwells. Dust all vertical and horizontal surfaces within stairwells. Perform high / low dusting every other week.</p> <p><b>10:15 a.m. – 10:45 a.m.:</b> <u>Good Samaritan Parking Garage</u> - Fully clean and polish all elevators and all areas immediately outside the elevators, including button panels. Vacuum elevator tracks and wipe clean.</p> <p><b>10:45 a.m. – 11:30 a.m.:</b> <u>Good Samaritan Parking Garage</u> – Remove trash from all public areas. Police the parking ramps for trash, litter and debris.</p> <p><b>11:30 a.m. – Noon:</b> Lunch</p> <p><b>Noon – 1:00 p.m.:</b> Finish any policing or trash removal duties in the Good Samaritan Parking Garage or the surrounding grounds and parking lots.</p> <p><b>1:00 p.m. – 3:30 p.m.:</b> Assist with grounds and parking garage policing in the UK Chandler and UK Clinic areas of campus. Perform any Floater / Absentee replacement duties as directed by the Team 3 Supervisor.</p> <p><b>Note:</b> This Grounds Worker will also assist with snow removal as requested by the Team 3 Supervisor. Additionally, this Grounds Worker will perform the parking garage duties of Grounds Workers 3-5, 3-6 or 3-7 when one of those workers are absent, as directed by the Team 3 Supervisor.</p>
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Areas to Receive Reduced Daily Cleaning & Cycle Cleaning*	Day	Cycle Cleaning Schedule, Full Clean:
None (all areas are fully cleaned each day)	Mon	No Cycle Cleaning Responsibilities
	Tue	No Cycle Cleaning Responsibilities
	Wed	No Cycle Cleaning Responsibilities
	Thu	No Cycle Cleaning Responsibilities
	Fri	No Cycle Cleaning Responsibilities



<b>Service Position:</b> <b>Team 3, Position 3-5</b>	<b>Grounds Worker - Full-time</b> <b>Parking Structure 8 (601)</b>
<b>Shift:</b>	3:00 a.m. – 11:30 a.m. Monday - Friday, Rotate Weekends with other Grounds Workers
<b>Service Area:</b>	Parking Structure 8 (601) – All Lobbies, Elevators, Pedway, Parking Offices / Restroom and Policing

<b>Areas to Receive Full Cleaning Daily</b>	<b>3:00 a.m. – 6:00 a.m.:</b> Fully clean all elevator lobbies, to include the following services: trash removal (Grounds Worker 3-6 to pick-up and dispose of the trash), full glass cleaning, dusting of horizontal and vertical surfaces and dust mopping and damp mopping the floors. Fully clean and polish all elevators and all areas immediately outside the elevators, including button panels. Vacuum elevator tracks and wipe clean.
	<b>6:00 a.m. – 6:30 a.m.:</b> Power sweep or vacuum Pedway. Spot clean Pedway glass.
	<b>6:30 a.m. – 7:30 a.m.:</b> Fully clean the parking offices, to include the following services: trash/recycle removal, full glass cleaning, dusting of horizontal and vertical surfaces and dust mopping and damp mopping the floors. Fully clean parking restrooms, to include the following services: sanitize and disinfect all sinks, toilets and urinals, empty and clean all trash receptacles, dust and clean the partitions, restock supplies and dust / damp mop the floors with a disinfectant.
	<b>7:30 a.m. – 8:00 a.m.:</b> Meal Break
	<b>8:00 a.m. – 11:30 a.m.:</b> Police and re-check all areas of PS8. Remove trash from all public areas as needed. Police the parking ramps for trash, litter and debris. Spot clean the elevators and lobbies to treat smudges, fingerprints, spills and debris. Police all stairwells for litter and debris.
<b>Note:</b> This Grounds Worker will also assist with snow removal as requested by the Team 3 Supervisor. Additionally, this Grounds Worker will perform the parking garage duties of Grounds Workers 3-4, 3-6 or 3-7 when one of those workers are absent, as directed by the Team 3 Supervisor.	

<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
None	Mon	Perform high/low dusting in the elevator lobbies and parking offices
	Tue	Fully clean Pedway glass
	Wed	No Cycle Cleaning Responsibilities
	Thu	No Cycle Cleaning Responsibilities
	Fri	No Cycle Cleaning Responsibilities

<b>Service Position:</b> <b>Team 3, Position 3-6</b>	Grounds Worker - Full-time <b>Parking Structure 8 (601)</b>
Shift:	11:30 p.m. – 8:00 a.m. Monday - Friday, Rotate Weekends with other Grounds Workers
Service Area:	Parking Structure 8 (601) – Power Sweeper, Trash Removal and Stairs

<b>Areas to Receive Full Cleaning Daily</b>	<p><b>11:30 p.m. – 1:30 a.m.:</b> Using the ride-on power sweeper, sweep all accessible parking areas, lanes and ramps</p> <p><b>1:30 a.m. – 4:00 a.m.:</b> Empty all trash containers in elevator lobbies, ramps and public areas, replace liners and tie-off at corners, clean obvious food from exterior of containers. Police parking areas with broom and dustpan to remove debris and litter, especially between cars.</p> <p><b>4:00 a.m. – 4:30 a.m.:</b> Meal Break</p> <p><b>4:30 a.m. – 6:30 a.m.:</b> Dust mop and damp mop and spot clean all stairwells. Dust all vertical and horizontal surfaces within stairwells. Perform high / low dusting every other week.</p> <p><b>6:30 a.m. – 8:00 a.m.:</b> Spot clean the glass (interior and exterior) on the main level lobby. Police the parking areas and the immediate exterior for debris and litter. Perform other miscellaneous duties as requested by the Team 3 Supervisor.</p> <p><b>Note:</b> This Grounds Worker will also assist with snow removal as requested by the Team 3 Supervisor. Additionally, this Grounds Worker will perform the parking garage duties of Grounds Workers 3-4, 3-5 or 3-7 when one of those workers are absent, as directed by the Team 3 Supervisor.</p>
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Areas to Receive Reduced Daily Cleaning & Cycle Cleaning*	Day	Cycle Cleaning Schedule, Full Clean:
None (all areas are fully cleaned each day)	Mon	No Cycle Cleaning Responsibilities
	Tue	No Cycle Cleaning Responsibilities
	Wed	No Cycle Cleaning Responsibilities
	Thu	No Cycle Cleaning Responsibilities
	Fri	No Cycle Cleaning Responsibilities

<b>Service Position:</b> <b>Team 3, Position 3-7</b>	Grounds Worker - Full-time <b>Parking Structure 3 (199), Good Samaritan Parking (613)</b>
<b>Shift:</b>	11:30 p.m. – 8:00 a.m. Monday - Friday, Rotate Weekends with other Grounds Workers
<b>Service Area:</b>	Parking Structure 3 (199), Good Samaritan Parking (613) – Power Sweeper, Trash Removal and Stairs

<b>Areas to Receive Full Cleaning Daily</b>	<b>11:30 p.m. – 12:15 a.m.:</b> <u>Parking Structure 3</u> – Dust mop and damp mop and spot clean all stairwells. Dust all vertical and horizontal surfaces within stairwells. Perform high / low dusting every other week.
	<b>12:15 a.m. – 2:00 a.m.:</b> <u>Parking Structure 3</u> – Empty all trash containers on ramps and public areas, replace liners and tie-off at corners, clean obvious food from exterior of containers. Police parking areas with broom and dustpan to remove debris and litter, especially between cars.
	<b>2:00 a.m. – 3:15 a.m.:</b> <u>Parking Structure 3</u> – Using the ride-on sweeper, sweep all accessible parking areas / lanes / ramps
	<b>3:15 a.m. – 4:00 a.m.:</b> <u>Good Samaritan Parking</u> – Dust mop and damp mop and spot clean all stairwells. Dust all vertical and horizontal surfaces within stairwells. Perform high / low dusting every other week.
	<b>4:00 a.m. – 4:30 a.m.:</b> Meal Break
	<b>4:30 a.m. – 5:15 a.m.:</b> <u>Good Samaritan Parking</u> – Using the ride-on sweeper, sweep all accessible parking areas / lanes / ramps
	<b>5:15 a.m. – 6:30 a.m.:</b> <u>Good Samaritan Parking</u> – Empty all trash containers on ramps and public areas, replace liners and tie-off at corners, clean obvious food from exterior of containers. Police parking areas with broom and dustpan to remove debris and litter, especially between cars.
<b>6:30 a.m. – 8:00 a.m.:</b> Travel back to Parking Structure 3. Police the parking areas and the immediate exterior for debris and litter. Perform other miscellaneous duties as requested by the Team 3 Supervisor, including helping out at Parking Structure 8.	
<b>Note:</b> This Grounds Worker will also assist with snow removal as requested by the Team 3 Supervisor. Additionally, this Grounds Worker will perform the parking garage duties of Grounds Workers 3-4, 3-5 or 3-6 when one of those workers are absent, as directed by the Team 3 Supervisor.	

<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
None (all areas are fully cleaned each day)	Mon	No Cycle Cleaning Responsibilities
	Tue	No Cycle Cleaning Responsibilities
	Wed	No Cycle Cleaning Responsibilities
	Thu	No Cycle Cleaning Responsibilities
	Fri	No Cycle Cleaning Responsibilities

<b>Service Position:</b> <b>Team 3, Position 3-8</b>	<b>Waste Management Specialist - Full-time</b> <b>Autoclave Room H78 (293)</b>
<b>Shift:</b>	3:30 a.m. – 12:00 p.m. Monday - Friday
<b>Service Area:</b>	Autoclave Room H78 (293) – Hazardous Waste Removal Services

<b>Areas to Receive Full Cleaning Daily</b>	The Waste Management Specialist spends the entire shift operating the large steam autoclave for sterilizing infections waste collected by the hospital staff. Sterilized waste is then dumped into trash. Needles are thrown into special containers. Rotate Saturday duties with Custodial Worker 3-9 (4 to 8 hours).
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<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
See "Position Description" above for Waste Management Specialist Duties	Mon	No Cycle Cleaning Responsibilities
	Tue	No Cycle Cleaning Responsibilities
	Wed	No Cycle Cleaning Responsibilities
	Thu	No Cycle Cleaning Responsibilities
	Fri	No Cycle Cleaning Responsibilities

<b>Service Position:</b> <b>Team 3, Position 3-9</b>	Custodial Worker - Full-time <b>Autoclave Room H78 (293), Kelley Building (75)</b>
Shift:	7:00 a.m. – 3:30 p.m. Monday - Friday
Service Area:	Autoclave Room H78 (293) – Hazardous Waste Removal Services, Kelley Building (75) – Entire Building

<b>Areas to Receive Full Cleaning Daily</b>	<p><b>Autoclave (6 hours):</b> Work with Waste Management Specialist 3-8 to operate the large steam autoclave for sterilizing infections waste collected by the hospital staff. Sterilized waste is then dumped into trash. Needles are thrown into special containers. Rotate Saturday duties (4 to 8 hours) with Waste Management Specialist 3-8.</p> <p><b>Kelley Building (1.5 hours):</b> All Entrances, Lobbies, Restrooms and Conference/Admin Areas</p>
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<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
<p><b>Kelley Building Only:</b></p> <p><u>Corridors/Break Rooms/Kitchenettes areas receive trash collection, dust mopping, furniture cleaning, carpet spot vacuuming or hard surface spot mopping, and fountain cleaning daily:*</u></p> <p>All Corridors All Break/Kitchenette Areas</p> <p><u>Stairs and stairwells receive policing daily:*</u></p> <p>All Stairs</p> <p>* See Cycle Cleaning Schedule for additional cleaning requirements in these areas.</p>	Mon	<b>Kelley:</b> All Stairs - every other week
	Tue	<b>Kelley:</b> Basement and Floor 1 – All Offices, Corridors and Break/Kitchenette Areas
	Wed	<b>Kelley:</b> Floor 2 – All Offices, Corridors and Break/Kitchenette Areas
	Thu	No Cycle Cleaning Responsibilities
	Fri	No Cycle Cleaning Responsibilities

<b>Service Position:</b> <b>Team 3, Position 3-10</b>	Custodial Worker - Full-time <b>COPH Research Facility #1 (003), Wenner Gren (70)</b>
Shift:	7:00 a.m. – 3:30 p.m. Monday - Friday
Service Area:	COPH Research Facility #1 (003) and Wenner Gren (70) – Entire Buildings

<b>Areas to Receive Full Cleaning Daily</b>	All Entrances, Lobbies, Elevators and Restrooms
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<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
<u>Corridors/Break Rooms/Kitchenettes areas receive trash collection, dust mopping, furniture cleaning, carpet spot vacuuming or hard surface spot mopping, and fountain cleaning daily:*</u> All Corridors All Break/Kitchenette Areas  <u>Classroom and “Daily” Lab areas receive trash collection, dust mopping, board cleaning, and carpet spot vacuuming or hard surface spot mopping daily:*</u> All Classroom and “Daily” Lab Areas  <u>Stairs and stairwells receive policing daily:*</u> All Stairs  * See Cycle Cleaning Schedule for additional cleaning requirements in these areas.	Mon	<b>COPH:</b> All Stairs - every other week <b>Wenner Gren:</b> All Labs - trash removal only. All Stairs - every other week
	Tue	<b>COPH:</b> Floor 1 – All Offices, Corridors, Classrooms and Break/Kitchenette Areas <b>Wenner Gren:</b> All Labs - trash removal only. All Stairs - every other week
	Wed	<b>COPH:</b> Floor 1 – All Offices, Corridors, Classrooms and Break/Kitchenette Areas <b>Wenner Gren:</b> All Labs - trash removal only
	Thu	<b>Wenner Gren:</b> All Offices, Corridors, Classrooms and Break/Kitchenette Areas. All Labs - dust mop & damp mop only
	Fri	<b>Wenner Gren:</b> All Labs - trash removal only

<b>Service Position:</b> <b>Team 3, Position 3-11</b>	Custodial Worker - Full-time <b>Sanders Brown (230)</b>
Shift:	7:00 a.m. – 3:30 p.m. Monday - Friday
Service Area:	Sanders Brown (230) – Entire Building

<b>Areas to Receive Full Cleaning Daily</b>	All Entrances, Lobbies, Elevators, Restrooms, Conference/Admin Areas and Medical Areas
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<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
<p><u>Corridors areas receive trash collection, dust mopping, furniture cleaning, carpet spot vacuuming or hard surface spot mopping, and fountain cleaning daily.*</u></p> <p>All Corridors</p> <p><u>Stairs and stairwells receive policing daily.*</u></p> <p>All Stairs</p> <p>* See Cycle Cleaning Schedule for additional cleaning requirements in these areas.</p>	Mon	<p>All Stairs - every other week</p> <p>All Labs: trash removal only</p>
	Tue	<p>Floors 1 and 2 – All Offices, Corridors and Dock Area</p> <p>Labs: Floors 1 and 2 - dust mop &amp; damp mop only</p>
	Wed	<p>All Labs: trash removal only</p>
	Thu	<p>Floors 3 and 4 – All Offices and Corridors</p> <p>Labs: Floors 3 and 4 - dust mop &amp; damp mop only</p>
	Fri	<p>All Labs: trash removal only</p>

<b>Service Position:</b> <b>Team 3, Position 3-12</b>	Project Floater - Full-time <b>All Team 3 Buildings (Project Floater)</b>
Shift:	7:00 a.m. – 3:30 p.m. Monday - Friday
Service Area:	All Team 3 Buildings

<b>Position Description:</b>	<p>The Floater primarily provides absentee replacement cleaning duties in any building or run that the Team 3 Supervisor wishes to send him or her. When covering for an absent co-worker, the Floater performs cleaning services and trash collection and works as a team with other Custodial, Utility and Grounds Workers to provide a total cleaning package in assigned areas.</p> <p>This service provider’s cleaning assignment will vary depending on the run that he or she is covering. The Floater refers to the Individual Assignment of the absent coworker to understand what duties are to be performed on a given day. When not being substituted for absent coworkers, this service provider renders interim and restorative cleaning assistance and also performs event-related duties, such as set-ups and tear-downs.</p>
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Areas to Receive Reduced Daily Cleaning & Cycle Cleaning*	Day	Cycle Cleaning Schedule, Full Clean:
See “Position Description” above for Project Floater Duties	Mon	No Cycle Cleaning Responsibilities
	Tue	No Cycle Cleaning Responsibilities
	Wed	No Cycle Cleaning Responsibilities
	Thu	No Cycle Cleaning Responsibilities
	Fri	No Cycle Cleaning Responsibilities



**Med Center – Service Assignments:**

**TEAM 4**

<b>Service Position:</b> <b>Team 4, Position 4-1</b>	Custodial Worker - Full-time <b>BBSRB (509)</b>
Shift:	7:00 a.m. – 3:30 p.m. Monday - Friday
Service Area:	BBSRB (509) – Floor 1

<b>Areas to Receive Full Cleaning Daily</b>	All Entrances, Lobbies (except for Limestone and VA Lobbies), Elevators, Restrooms, Locker Rooms and Conference/Admin Areas
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<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
<p><u>Corridors/Break Rooms/Kitchenettes areas receive trash collection, dust mopping, furniture cleaning, carpet spot vacuuming or hard surface spot mopping, and fountain cleaning daily.*</u></p> <p>All Corridors All Break/Kitchenette Areas</p> <p><u>Stairs and stairwells receive policing daily:*</u></p> <p>Stairs (A)</p> <p>* See Cycle Cleaning Schedule for additional cleaning requirements in these areas.</p>	Mon	Stairs (A) - every other week All Labs: trash removal only
	Tue	All Corridors and Break/Kitchenette Areas. Labs (106 Section and 116 Section) - dust mop & damp mop only
	Wed	All Labs: trash removal only
	Thu	All Offices. Labs (136 Section, 138) - dust mop & damp mop only
	Fri	All Labs: trash removal only

<b>Service Position:</b> <b>Team 4, Position 4-2</b>	Custodial Worker - Full-time <b>BBSRB (509)</b>
Shift:	7:00 a.m. – 3:30 p.m. Monday - Friday
Service Area:	BBSRB (509) – Floor 2 and Limestone Lobby of Floor 1

<b>Areas to Receive Full Cleaning Daily</b>	<b>Floor 1:</b> Limestone Lobby <b>Floor 2:</b> All Lobbies, Restrooms, Locker Rooms and Conference/Admin Areas
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<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
<u>Corridors/Break Rooms/Kitchenettes areas receive trash collection, dust mopping, furniture cleaning, carpet spot vacuuming or hard surface spot mopping, and fountain cleaning daily:*</u> All Corridors All Break/Kitchenette Areas  <u>Classroom areas receive trash collection, dust mopping, board cleaning, and carpet spot vacuuming or hard surface spot mopping daily:*</u> Classroom (202A)  <u>Stairs and stairwells receive policing daily:*</u> Stairs (B)  * See Cycle Cleaning Schedule for additional cleaning requirements in these areas.	Mon	Stairs (B) - every other week All Labs: trash removal only
	Tue	All Corridors and Break/Kitchenette Areas. Classroom (202A). Labs (206 Section and 216 Section) - dust mop & damp mop only
	Wed	All Labs: trash removal only
	Thu	All Offices. Labs (236 Section, 238) - dust mop & damp mop only
	Fri	All Labs: trash removal only

<b>Service Position:</b> <b>Team 4, Position 4-3</b>	Custodial Worker - Full-time <b>BBSRB (509)</b>
Shift:	7:00 a.m. – 3:30 p.m. Monday - Friday
Service Area:	BBSRB (509) – Floor 3 and VA Lobby / Mail Room of Floor 1

<b>Areas to Receive Full Cleaning Daily</b>	<b>Floor 1:</b> VA Lobby <b>Floor 3:</b> All Lobbies, Restrooms, Locker Rooms and Conference/Admin Areas
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<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
<p><u>Corridors/Break Rooms/Kitchenettes/Mail Room areas receive trash collection, dust mopping, furniture cleaning, carpet spot vacuuming or hard surface spot mopping, and fountain cleaning daily.*</u></p> <p>All Corridors All Break/Kitchenette Areas Mail Room (Floor 1)</p> <p>* See Cycle Cleaning Schedule for additional cleaning requirements in these areas.</p>	Mon	Mail Room (Floor 1) All Labs: trash removal only
	Tue	All Corridors and Break/Kitchenette Areas. Labs (306 Section and 316 Section) - dust mop & damp mop only
	Wed	All Labs: trash removal only
	Thu	All Offices. Labs (336 Section, 338) - dust mop & damp mop only
	Fri	All Labs: trash removal only

<b>Service Position:</b> <b>Team 4, Position 4-4</b>	Custodial Worker - Full-time <b>BBSRB (509)</b>
Shift:	7:00 a.m. – 3:30 p.m. Monday - Friday
Service Area:	BBSRB (509) – Basement and Floor 4

<b>Areas to Receive Full Cleaning Daily</b>	All Lobbies, Restrooms, Locker Rooms and Conference/Admin Areas
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<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
<p><u>Corridors/Break Rooms/Kitchenettes areas receive trash collection, dust mopping, furniture cleaning, carpet spot vacuuming or hard surface spot mopping, and fountain cleaning daily.*</u></p> <p>All Corridors All Break/Kitchenette Areas</p> <p>* See Cycle Cleaning Schedule for additional cleaning requirements in these areas.</p>	Mon	<p><b>Basement:</b> All Labs - trash removal only</p> <p><b>Floor 4:</b> All Labs - trash removal only</p>
	Tue	<p><b>Basement:</b> All Labs - dust mop &amp; damp mop only</p> <p><b>Floor 4:</b> All Corridors and Break/Kitchenette Areas. Labs (406 Section and 416 Section) - dust mop &amp; damp mop only</p>
	Wed	<p><b>Basement:</b> All Labs - trash removal only</p> <p><b>Floor 4:</b> All Labs - trash removal only</p>
	Thu	<p><b>Basement:</b> All Offices, Corridors and Dock</p> <p><b>Floor 4:</b> All Offices. Labs (436 Section, 438) - dust mop &amp; damp mop only</p>
	Fri	<p><b>Basement:</b> All Labs - trash removal only</p> <p><b>Floor 4:</b> All Labs - trash removal only</p>

<b>Service Position:</b> <b>Team 4, Position 4-5</b>	<b>Custodial Worker - Full-time</b> <b>Bio-Pharm (596)</b>
<b>Shift:</b>	7:00 a.m. – 3:30 p.m. Monday - Friday
<b>Service Area:</b>	Bio-Pharm (596) – Floor 1

<b>Areas to Receive Full Cleaning Daily</b>	All Entrances, Lobbies, Elevators, Cafeteria / Dining Areas, Restrooms, Locker Rooms and Conference/Admin Areas
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<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
<p><u>Corridors/Break Rooms/Kitchenettes areas receive trash collection, dust mopping, furniture cleaning, carpet spot vacuuming or hard surface spot mopping, and fountain cleaning daily.*</u></p> <p>All Corridors All Break/Kitchenette Areas</p> <p><u>Stairs and stairwells receive policing daily:*</u></p> <p>Stairs (A, E)</p> <p>* See Cycle Cleaning Schedule for additional cleaning requirements in these areas.</p>	Mon	Stairs (A, E) - every other week
	Tue	All Corridors and Break/Kitchenette Areas
	Wed	Offices (114 Section)
	Thu	Offices (121, 125, 131, 135, 141, 145, 151, 157, 160, 164, 168)
	Fri	Offices (171, 175, 178, 180, 181, 182, 185, 192, 194, 196, 198A, 198A1, 198B)

<b>Service Position:</b> <b>Team 4, Position 4-6</b>	<b>Custodial Worker - Full-time</b> <b>Bio-Pharm (596)</b>
<b>Shift:</b>	7:00 a.m. – 3:30 p.m. Monday - Friday
<b>Service Area:</b>	Bio-Pharm (596) – Floor 2

<b>Areas to Receive Full Cleaning Daily</b>	All Lobbies, Restrooms and Conference/Admin Areas
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<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
<p><u>Corridors/Break Rooms/Kitchenettes/Lounge areas receive trash collection, dust mopping, furniture cleaning, carpet spot vacuuming or hard surface spot mopping, and fountain cleaning daily.*</u></p> <p>All Corridors All Break/Kitchenette Areas All Lounges</p> <p><u>Stairs and stairwells receive policing daily:*</u></p> <p>All Stairs (except A and E) - share with Custodial Worker 4-7</p> <p>* See Cycle Cleaning Schedule for additional cleaning requirements in these areas.</p>	Mon	<p>All Stairs (except A and E) - every other week (share with Custodial Worker 4-7)</p> <p>All Labs: trash removal only</p>
	Tue	All Corridors, Lounges and Break Kitchenette Areas. All Labs - dust mop & damp mop only
	Wed	All Labs: trash removal only
	Thu	All Offices
	Fri	All Labs: trash removal only

<b>Service Position:</b> <b>Team 4, Position 4-7</b>	<b>Custodial Worker - Full-time</b> <b>Bio-Pharm (596)</b>
<b>Shift:</b>	7:00 a.m. – 3:30 p.m. Monday - Friday
<b>Service Area:</b>	Bio-Pharm (596) – Floor 3

<b>Areas to Receive Full Cleaning Daily</b>	All Lobbies, Restrooms and Conference/Admin Areas
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<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
<p><u>Corridors/Lounge areas receive trash collection, dust mopping, furniture cleaning, carpet spot vacuuming or hard surface spot mopping, and fountain cleaning daily.*</u></p> <p>All Corridors All Lounges</p> <p><u>Stairs and stairwells receive policing daily.*</u></p> <p>All Stairs (except A and E) - share with Custodial Worker 4-6</p> <p>* See Cycle Cleaning Schedule for additional cleaning requirements in these areas.</p>	Mon	<p>All Stairs (except A and E) - every other week (share with Custodial Worker 4-6)</p> <p>All Labs: trash removal only</p>
	Tue	All Corridors and Lounges. All Labs - dust mop & damp mop only
	Wed	All Labs: trash removal only
	Thu	All Offices
	Fri	All Labs: trash removal only



<b>Service Position:</b> <b>Team 4, Position 4-8</b>	Custodial Worker - Full-time <b>Bio-Pharm (596)</b>
Shift:	7:00 a.m. – 3:30 p.m. Monday - Friday
Service Area:	Bio-Pharm (596) – Floor 4 and ½ of Basement

<b>Areas to Receive Full Cleaning Daily</b>	<b>Basement:</b> Entrances, Lobbies and Restrooms <b>Floor 4:</b> All Lobbies, Restrooms and Conference/Admin Areas
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<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
<p><u>Corridors/Lounge areas receive trash collection, dust mopping, furniture cleaning, carpet spot vacuuming or hard surface spot mopping, and fountain cleaning daily.*</u></p> <p>All Corridors All Lounges</p> <p>* See Cycle Cleaning Schedule for additional cleaning requirements in these areas.</p>	Mon	<p><b>Basement:</b> Dock and Mail Room</p> <p><b>Floor 4:</b> All Labs: trash removal only</p>
	Tue	<b>Floor 4:</b> All Offices, Corridors and Lounges
	Wed	<b>Floor 4:</b> All Labs: trash removal only
	Thu	<b>Floor 4:</b> All Labs - dust mop & damp mop only
	Fri	<b>Floor 4:</b> All Labs: trash removal only

<b>Service Position:</b> <b>Team 4, Position 4-9</b>	Custodial Worker - Full-time <b>Bio-Pharm (596)</b>
Shift:	7:00 a.m. – 3:30 p.m. Monday - Friday
Service Area:	Bio-Pharm (596) – Floor 5 and ½ of Basement

<b>Areas to Receive Full Cleaning Daily</b>	<b>Floor 5:</b> All Lobbies, Restrooms and Conference/Admin Areas
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<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
<p><b>Basement and Floor 5:</b></p> <p><u>Corridors/Lounge areas receive trash collection, dust mopping, furniture cleaning, carpet spot vacuuming or hard surface spot mopping, and fountain cleaning daily.*</u></p> <p>All Corridors All Lounges</p> <p>* See Cycle Cleaning Schedule for additional cleaning requirements in these areas.</p>	Mon	<p><b>Basement:</b> All Labs - trash removal only</p> <p><b>Floor 5:</b> All Labs - trash removal only</p>
	Tue	<p><b>Basement:</b> All Offices and Corridors</p> <p><b>Floor 5:</b> All Offices, Corridors and Lounges</p>
	Wed	<p><b>Basement:</b> All Labs - trash removal only</p> <p><b>Floor 5:</b> All Labs - trash removal only</p>
	Thu	<p><b>Basement:</b> All Labs - dust mop &amp; damp mop only</p> <p><b>Floor 5:</b> All Labs - dust mop &amp; damp mop only</p>
	Fri	<p><b>Basement:</b> All Labs - trash removal only</p> <p><b>Floor 5:</b> All Labs - trash removal only</p>

<b>Service Position:</b> <b>Team 4, Position 4-10</b>	<b>Custodial Worker - Full-time</b> <b>Bio-Pharm (596)</b>
<b>Shift:</b>	11:30 p.m. – 8:00 a.m. Monday - Friday
<b>Service Area:</b>	Bio-Pharm (596) – Select Areas (See Below)

<b>Areas to Receive Full Cleaning Daily</b>	None
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<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
<p><u>Classroom areas receive trash collection, dust mopping, board cleaning, and carpet spot vacuuming or hard surface spot mopping daily:*</u></p> <p>All Classrooms (121, 125, 131, 135, 141, 151, 157, 170, 234)</p> <p><u>Auditorium areas receive trash collection, furniture cleaning and carpet spot vacuuming or hard surface spot mopping daily:*</u></p> <p>All Auditoriums (124A, 152A)</p> <p><u>This Custodial Worker performs additional duties as communicated by the Team 4 Supervisor, to include: absentee replacement duties, restroom policing and restocking, special projects and other duties as requested</u></p> <p>* See Cycle Cleaning Schedule for additional cleaning requirements in these areas.</p>	Mon	Floor 1: Auditoriums (124A, 152A)
	Tue	Floor 1: Classrooms (121, 125, 131, 135)
	Wed	Floor 1: Classrooms (141, 151, 157, 170)
	Thu	Floor 2: Classroom (234)
	Fri	No Cycle Cleaning Responsibilities

<b>Service Position:</b> <b>Team 4, Position 4-11</b>	Utility Worker - Full-time <b>Bio-Pharm (596), COMLC (517), 1030 S. Broadway, 1101 South Limestone, 149 Transcript</b>
Shift:	7:00 a.m. – 3:30 p.m. Monday - Friday
Service Area:	Bio-Pharm (596) – Floater, COMLC (517), 1030 S. Broadway, 1101 South Limestone and 149 Transcript – Entire Buildings

<b>Areas to Receive Full Cleaning Daily</b>	<b>COMLC / 1030 S. Broadway only:</b> All Entrances, Lobbies, Restrooms, Conference/Admin Areas and Medical Areas
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<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
<p><b>COMLC / 1030 S. Broadway only:</b></p> <p><u>Corridors/Break Rooms/Kitchenettes/Lounge areas receive trash collection, dust mopping, furniture cleaning, carpet spot vacuuming or hard surface spot mopping, and fountain cleaning daily:*</u></p> <p>All Corridors All Break/Kitchenette Areas All Lounges</p> <p><u>Classroom areas receive trash collection, dust mopping, board cleaning, and carpet spot vacuuming or hard surface spot mopping daily:*</u></p> <p>All Classroom Areas</p> <p><u>Stairs and stairwells receive policing daily:*</u></p> <p>All Stairs</p> <p><b>Bio-Pharm Floater Duties:</b></p> <p>Spends remainder of shift performing absentee replacement duties, special projects or helping other custodial workers in MSB as directed by the Team 4 supervisor</p> <p>* See Cycle Cleaning Schedule for additional cleaning requirements in these areas.</p>	Mon	<p><b>1101 South Limestone:</b> Fully clean all areas</p> <p><b>COMLC:</b> All Stairs - every other week</p> <p><b>1030 S. Broadway:</b> All Stairs - every other week</p>
	Tue	<b>COMLC:</b> All Offices, Corridors, Classrooms, Break/Kitchenette Areas and Lounges
	Wed	<b>1030 S. Broadway:</b> All Offices and Corridors
	Thu	<b>1101 South Limestone:</b> Fully clean all areas
	Fri	<b>149 Transcript:</b> Fully clean all areas

<b>Service Position:</b> <b>Team 4, Position 4-12</b>	Project Floater - Full-time <b>All Team 4 Buildings (Project Floater)</b>
Shift:	7:00 a.m. – 3:30 p.m. Monday - Friday
Service Area:	All Team 4 Buildings

<b>Position Description:</b>	<p>The Floater primarily provides absentee replacement cleaning duties in any building or run that the Team 4 Supervisor wishes to send him or her. When covering for an absent co-worker, the Floater performs cleaning services and trash collection and works as a team with other Custodial, Utility and Grounds Workers to provide a total cleaning package in assigned areas.</p> <p>This service provider’s cleaning assignment will vary depending on the run that he or she is covering. The Floater refers to the Individual Assignment of the absent coworker to understand what duties are to be performed on a given day. When not being substituted for absent coworkers, this service provider renders interim and restorative cleaning assistance and also performs event-related duties, such as set-ups and tear-downs.</p>
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Areas to Receive Reduced Daily Cleaning & Cycle Cleaning*	Day	Cycle Cleaning Schedule, Full Clean:
See “Position Description” above for Project Floater Duties	Mon	No Cycle Cleaning Responsibilities
	Tue	No Cycle Cleaning Responsibilities
	Wed	No Cycle Cleaning Responsibilities
	Thu	No Cycle Cleaning Responsibilities
	Fri	No Cycle Cleaning Responsibilities

**Med Center – Service Assignments:**

**TEAM 5**

<b>Service Position:</b> <b>Team 5, Position 5-1</b>	Utility Worker - Full-time <b>All Med Center Buildings (Utility Crew Duties)</b>
Shift:	11:30 p.m. – 8:00 a.m. Monday - Friday
Service Area:	Utility crew duties – All Med Center Buildings

<b>Position Description:</b>	Perform nightly Utility duties in all buildings as requested by Team 5 Supervisor, including floor care, carpet care, window and blind cleaning, dispensers and other project / restorative work, according to the master schedule
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<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
See "Position Description" above for Utility Crew Duties	Mon	No Cycle Cleaning Responsibilities
	Tue	No Cycle Cleaning Responsibilities
	Wed	No Cycle Cleaning Responsibilities
	Thu	No Cycle Cleaning Responsibilities
	Fri	No Cycle Cleaning Responsibilities

<b>Service Position:</b> <b>Team 5, Position 5-2</b>	Utility Worker - Full-time <b>All Med Center Buildings (Utility Crew Duties)</b>
Shift:	11:30 p.m. – 8:00 a.m. Monday - Friday
Service Area:	Utility crew duties – All Med Center Buildings

<b>Position Description:</b>	Perform nightly Utility duties in all buildings as requested by Team 5 Supervisor, including floor care, carpet care, window and blind cleaning, dispensers and other project / restorative work, according to the master schedule
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<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
See “Position Description” above for Utility Crew Duties	Mon	No Cycle Cleaning Responsibilities
	Tue	No Cycle Cleaning Responsibilities
	Wed	No Cycle Cleaning Responsibilities
	Thu	No Cycle Cleaning Responsibilities
	Fri	No Cycle Cleaning Responsibilities



<b>Service Position:</b> <b>Team 5, Position 5-3</b>	Utility Worker - Full-time <b>All Med Center Buildings (Utility Crew Duties)</b>
Shift:	11:30 p.m. – 8:00 a.m. Monday - Friday
Service Area:	Utility crew duties – All Med Center Buildings

<b>Position Description:</b>	Perform nightly Utility duties in all buildings as requested by Team 5 Supervisor, including floor care, carpet care, window and blind cleaning, dispensers and other project / restorative work, according to the master schedule
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<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
See "Position Description" above for Utility Crew Duties	Mon	No Cycle Cleaning Responsibilities
	Tue	No Cycle Cleaning Responsibilities
	Wed	No Cycle Cleaning Responsibilities
	Thu	No Cycle Cleaning Responsibilities
	Fri	No Cycle Cleaning Responsibilities

<b>Service Position:</b> <b>Team 5, Position 5-4</b>	Utility Worker - Full-time <b>All Med Center Buildings (Utility Crew Duties)</b>
Shift:	11:30 p.m. – 8:00 a.m. Monday - Friday
Service Area:	Utility crew duties – All Med Center Buildings

<b>Position Description:</b>	Perform nightly Utility duties in all buildings as requested by Team 5 Supervisor, including floor care, carpet care, window and blind cleaning, dispensers and other project / restorative work, according to the master schedule
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<b>Areas to Receive Reduced Daily Cleaning &amp; Cycle Cleaning*</b>	<b>Day</b>	<b>Cycle Cleaning Schedule, Full Clean:</b>
See "Position Description" above for Utility Crew Duties	Mon	No Cycle Cleaning Responsibilities
	Tue	No Cycle Cleaning Responsibilities
	Wed	No Cycle Cleaning Responsibilities
	Thu	No Cycle Cleaning Responsibilities
	Fri	No Cycle Cleaning Responsibilities