

Leamington Mennonite Home

POLICY AND PROCEDURE

CATEGORY: Housekeeping	SUBJECT: Routine Hard Floor Cleaning Specifications	SECTION: R
DATE: January 1, 2024	Administrator: 	POLICY: 5
REVISION DATES:	HKL Supervisor: 	

ROUTINE HARD FLOOR CLEANING SPECIFICATIONS

POLICY:

Routine cleaning of hard floors will be scheduled for all areas of the Home in heavy traffic areas.

PROCEDURE:

The HKL Supervisor will:

- 1) Review the cleaning specifications for all hard floors in the Home.
- 2) Train housekeeping staff on use of equipment and appropriate techniques.
- 3) Develop a cleaning schedule for all hard flooring areas that includes daily wet and dry mopping and auto scrubbing.

Housekeeping staff will:

- 1) Complete cleaning of all hard floor care as assigned; spot clean as necessary.
- 2) Participate in training related to floor care products, procedures, and equipment.
- 3) Notify the HKL Supervisor of any floor care or equipment related concerns.