

Clean Campus Initiative - Housekeeping and Hygiene Protocol

Objective: The Clean Campus Initiative aims to maintain a high standard of cleanliness and hygiene throughout the campus premises. A dedicated team of 18 skilled housekeeping staff, equipped with modern tools and machines, ensures regular cleaning, maintenance, and observance of proper hygiene practices.

Housekeeping Team Responsibilities:

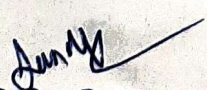
- Daily Cleaning: The housekeeping team performs daily cleaning tasks across the entire campus.
- Modern Tools: Auto Scrubber Machine, High-Pressure Machine, and Vacuum Cleaner are used for efficient cleaning.
- Washroom Maintenance: Regular cleaning and sanitization of all washrooms are carried out.
- Classroom Care: Classrooms are cleaned through methods like Dry Mopping, Wet Mopping, Dusting, Vacuuming, Sweeping, and Mopping.
- Window and Blind Cleaning: Windows and blinds are cleaned regularly.
- Porch and Surroundings: The porch and surrounding areas are cleaned regularly to maintain a welcoming entrance.
- Deep Washroom Cleaning: Periodic deep cleaning of washrooms ensures a high level of hygiene.
- Water Tap and Cooler Check: Regular checks are done on water taps and coolers to ensure functionality.
- Observation of Maintenance Issues: Housekeeping staff observe and report maintenance issues promptly.

Reporting Protocol:

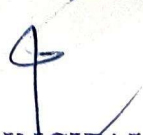
Observation Reporting: Housekeeping staff should promptly report any observations of tap leakage, faulty electrical equipment, or cleanliness and hygiene issues to their respective supervisors.

Maintenance Coordination: Supervisors will coordinate with the maintenance team to address reported issues swiftly.

By following this protocol, the Clean Campus Initiative ensures that the institute remains a clean and hygienic environment for all students, staff, and visitors.


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