

Bryn Teg House  
 Crowborough Road  
 Nutley, Uckfield  
 East Sussex  
 TN22 3HT

01825 713726  
 enquiries@sykescleaning.com



## RECEPTION AREA - BLUE

Bins Changed	
Clean Skirting Boards	
Hoover	
Clean & Dust Shelves	
Clean & Dust Window Ledges	
Reception Desk Cleaned and Polished	
Mop Floors	
Wipe Over Doors and Door Frames	
Wipe Chair Legs	
Dust/Clean Chairs & Tables	
Glass Cleaning	
Upper Level Dusting	
Clean Light Switches	

## STAIRWAY & LANDING - BLUE

Clean Skirting Boards	
Hoover	
Clean & Dust Shelves	
Clean Banisters	
Clean & Dust Window Ledges	
Clean Glass on Windows & Doors	
Wipe Over Doors and Door Frames	
Upper Level Dusting	
Clean Light Switches	

## SURGERIES - YELLOW

Bins Changed							
Clean Skirting Boards							
Hoover							
Clean Glass on Doors							
Clean & Dust Window Ledges							
Clean Cupboard Doors							
Mop Floors							
Wipe Over Doors & Frames							
Clean Door Guards							
Wipe Chair Legs							
Bins Cleaned & Dusted							
Upper Level Dusting							
Clean Light Switches							

## CLINICAL ROOMS - YELLOW

Clean Skirting Boards	
Mop Floor	
Clean Sink & Taps (Hand Basins)	
Wipe Over Doors and Door Frames	
Bin Lids Wiped/Dusted and Cleaned	
Upper Level Dusting	
Clean Light Switches	
Hoover	

Bryn Teg House  
 Crowborough Road  
 Nutley, Uckfield  
 East Sussex  
 TN22 3HT

01825 713726  
 enquiries@sykescleaning.com



## HALLWAY – BLUE

Clean Skirting Boards	
Hoover	
Clean & Dust Shelves	
Clean & Dust Window Ledges	
Dust Fire Extinguisher	
Mop Floors	
Wipe Over Doors and Door Frames	
Wipe Chair Legs	
Dust/Clean Chairs & Tables	
Glass Cleaning on Doors & Windows	
Upper Level Dusting	
Clean Light Switches	

## OFFICES – BLUE

Clean Skirting Boards		
Hoover		
Clean & Dust Display Shelves		
Clean & Dust Desks		
Clean & Dust Window Ledges		
Clean Glass on Windows & Doors		
Wipe Over Doors and Door Frames		
Clean Chair Legs		
Clean & Change Bin		
Clean Coffee Area		
Dust Equipment (NO PRODUCTS)		

## KITCHEN – GREEN

Bins Changed	
Clean Skirting Boards	
Hoover	
Clean Tea Cup Shelf	
Clean Work Tops	
Clean Cupboard Doors	
Mop Floors	
Clean Coffee/Tea/Sugar Tray	
Bins Cleaned & Dusted	
Clean Light Switches	

## TOILETS - RED

Clean Toilet		
Mop Floor		
Clean Sink & Taps (Hand Basins)		
Wipe Over Doors and Door Frames		
Bin Lids Wiped/Dusted and Cleaned		
Sweep Floor		
Clean Light Switches		
Change Bin		
Clean Mirror/Glass		
Clean Shelves		