

Cleaning plans – Fall 2025

Schedule

Week	First day	Who
37	8-Sep	Tutoring
38	15-Sep	Tutoring
39	22-Sep	SR RUC
40	29-Sep	CEA/ERUA
41	6-Oct	QCC
42	13-Oct	RUF
43	20-Oct	RUF
44	27-Oct	Kamarillaen
45	3-Nov	European Youth
46	10-Nov	RUCsport
47	17-Nov	Kamarillaen
48	24-Nov	SR RUC
49	1-Dec	RUCsport
50	8-Dec	SR RUC
51	15-Dec	Rubber Duck Media
52	22-Dec	Studentarhuset RUC

Please note, that it's your own responsibility to note these dates.
Failure to clean will result in warnings that can lead to loss of office.

Room	What and how
Kitchen	<p>Tuesday Make sure that the room (tables & chairs) is presentable. Throw out trash. Wipe down dirty spots. Wash all dirty dish cloths and rags</p>
	<p>Tuesday and Friday Check on the dishwasher and small kitchen. The dishwasher should be cleaned and dried (leave it open). Clean any dishes and cups.</p>
	<p>Friday Check the refrigerators. Empty out any old or unlabelled food. Give the fridge a quick wash if sticky / smelly. You can keep old or unlabelled food if you want. Fold all the laundry (dish cloths and rags)</p>
Group rooms	<p>Tuesday and Friday Check that there are 8 chairs in each room. Email us if tables or chairs are missing.</p>
	<p>Tuesday and Friday Throw out trash Forgotten valuable items is to be delivered to service desk or us.</p>
In general	<p>Tuesday Water all the plants. Each plant needs 400ml (a big glass). Walk throughout the house. Put trash in the trash cans. Make sure everything looks alright.</p> <p>If you have any questions or in doubt email us</p>

Day	Room	Task	Check
Tuesday	Kitchen	Is the room presentable?	
Tuesday	Kitchen	Wipe down dirty spots	
Tuesday	Kitchen	Throw out any trash not in bins	
Tuesday	Kitchen	Empty the dishwasher	
Tuesday	Kitchen	Clean the cups and small kitchen Put clean cups etc. Back in the big kitchen	
Tuesday	Group room	Throw out any trash	
Tuesday	Library	Water the plants (400ml each)	
Tuesday	Laundry room	Take all the dirty cloths from the kitchen and wash them in the laundry	
Friday	Kitchen	Empty the dishwasher	
Friday	Kitchen	Clean the cups etc.	
Friday	Laundry room	Fold laundry and put it back in the kitchen	
Friday	Kitchen	Check fridges Throw out old or unlabelled food Wash if sticky or smelly	
Friday	Group rooms	Check if each group room has 8 chairs	