

Cleaning plans – Spring ‘26

Schedule

Week	First day	Who
Jan	5-Jan	SH RUC
6	2-Feb	RUCsport
7	9-Feb	RUF
8	16-Feb	RUF
9	23-Feb	Frit Forum
10	2-Mar	Studenterrådet
11	9-Mar	European Youth
12	16-Mar	RUF
13	23-Mar	Studenterrådet
14	30-Mar	Queer Community Club
15	6-Apr	Studenterrådet
16	13-Apr	Kamarillaen
17	20-Apr	Tutoring
18	27-Apr	Tutoring
19	4-May	Kamarillaen
20	11-May	Tutoring
21	18-May	Frit Forum
22	25-May	Studenterrådet
23	1-Jun	Kamarillaen
24	8-Jun	Frit Forum
25	15-Jun	SH RUC
26	22-Jun	SH RUC
27	29-Jun	SH RUC
28+	Summer vacay	SH 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>Monday 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>Monday and Thursday Check on the dishwasher and small kitchen. The dishwasher should be cleaned and dried (leave it open). Clean any dishes and cups.</p>
	<p>Thursday 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>Monday and Thursday Check that there are 8 chairs in each room. Email us if tables or chairs are missing.</p>
	<p>Monday and Thursday Throw out trash Forgotten valuable items is to be delivered to service desk or us.</p>
In general	<p>Monday 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: kontakt@sh-ruc.dk</p>

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