

Cleaning plans – Fall ‘26

Schedule

Week	First day	Organisation
36	31-Aug	Tutoring
37	7-Sep	Kamarillaen
38	14-Sep	Kamarillaen
39	21-Sep	Tutoring
40	28-Sep	European Youth Roskilde
41	5-Oct	RUF
42	12-Oct	RUCbar
43	19-Oct	Queer Community Club
44	26-Oct	Frit Forum
45	2-Nov	Studenterrådet
46	9-Nov	Studenterrådet
47	16-Nov	RUCbar
48	23-Nov	Frit Forum
49	30-Nov	RUCbar
50	7-Dec	RUF
51	14-Dec	RUCsport
52	21-Dec	SH RUC
53	28-Dec	SH RUC
1	4-Jan	SH RUC
2	11-Jan	SH RUC
3	18-Jan	Studenterrådet
4	25-Jan	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.

You have to clean on Mondays & Thursdays.

This is intentional to match the house's rhythm.

It is your own responsibility to coordinate this with your volunteers.

If someone gets sick, it is your own responsibility to find a replacement.

We suggest that two volunteers clean together. It's more fun!

Once you have finished cleaning, please send pictures to:

clean@sh-ruc.dk

This way we can document the cleaning

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You will not be held responsible for any mess made after you leave.



Room	What and how
Kitchen	Monday only Make sure that the room (tables & chairs) is presentable. Throw out trash. Wipe down dirty spots. Laundry: Wash all dish cloths and rags Laundry: Hang it up to dry before leaving
	Both Monday and Thursday Check on the small kitchen. Clean any dishes and cups. The dishwasher should be cleaned, emptied and left open.
	Thursday only Refrigerators: Empty out any old or unlabeled food. Refrigerators: Give them a wash if sticky. Laundry: Fold all the laundry (dish cloths and rags)
Group rooms	Monday and Thursday Check that there are 8 chairs in each room. Email us if tables or chairs are missing.
	Monday and Thursday Throw out trash Forgotten valuable items is to be delivered to service desk or us.
In general	Monday Plants: Water plant with 400 ml of water (one large glass). The entire house Walk throughout the house (hallways, conference room, group rooms) Put trash in the trash cans. Make sure everything looks alright. If you have any questions or in doubt email us: kontakt@sh-ruc.dk

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 rooms Conference 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 + Hang them to dry once cycle is done	
Thursday	Kitchen	Empty the dishwasher	
Thursday	Kitchen	Clean the cups, dishes, 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	

A visual guide for cleaning the dishwasher

HOW TO CLEAN THE DISHWASHER: Part 1

01

Step One

Open the dishwasher



02

Step Two

Remove the two bottom trays



03

Step Three

Locate the plug on the left



04

Step Four

Remove the plug



Thank you for taking care of the house <3

HOW TO CLEAN THE DISHWASHER: Part 2

05

Step Five

Press the drain button



06

Step Six

Clean the trays & plug with warm water



07

Step Seven

Once it beeps
Wipe it down inside
Put everything back



08

Step Eight

Turn it off
Leave the door open
Now it air dries



Thank you for taking care of the house <3