

Lackland ISD Custodial Department

Cleaning Checklist

<u>Library</u>	Monday	Tuesday	Wednesday	Thursday	Friday
Clean and Sanitize					
Chairs					
Countertops					
Desks					
Door Handles					
Glass Windows					
Hand Sanitizer					
Light Switches					
Tabletops					
Dust					
Refill All Dispensers					
Remove Trash/Replace Liners					
Turn Off Lights					
Vacuum/Sweep/Mop Floors					
Verify All Windows/Doors are Secure					

Verified: _____ Date: _____