

MLY Investments *Cleaning & Maintenance* Schedule

HOTLINE	Thursday				Friday				Saturday				Sunday				Monday				Tuesday				Wednesday									
	Task	Week				Task	Week				Task	Week				Task	Week				Task	Week				Task	Week							
		1	2	3	4		1	2	3	4		1	2	3	4		1	2	3	4		1	2	3	4		1	2	3	4	1	2	3	4
Floor Drains					BIB Hoses / Nozzles					Clean Gaskets / Filters					Cooler Curtains					Delime Hutch					Delime Dish Machine					Soak Tea Urns				
Detail Lockers					Detail Chemical Racks					Detail Dish Walls					Detail Legs and Wheels					Detail the Make Table					Detail the Filter Pan					Backroom Floors				
Sides and Back of Grill					Detail Step Stools					Detail Back Ice Machine					Organize Dry Stock					Delime Crocks					Detail Dishwasher					Walk-in Racks				
HL White Walls					Detail Pop Rack					Monitors / Cords					Detail Clean Dish Rack					Delime Dish Sinks					Detail Bun Toaster					Freezer Racks				
Detail Mop Sink					Detail Cheese Machine					Change Monitor Wraps					Scrub Trash Cans					Detail Prep Areaa					Detail under Dish Area					Backroom Baseboards				
Organize Chem Rack					Scrub Mop Buckets					HL Baseboards					Detail Fry Table/Fry Warmer					Equipment Wheels					Detail Dish Walls					Boil Out/Detail Fryer				
Detail Make Table					Mechanical Room Vents					Expo Counter Shelves					Detail All Handsinks					Detail Rack Daddy					Clean Dish Organizer					Freezer Floors				

COLDLINE	Thursday				Friday				Saturday				Sunday				Monday				Tuesday				Wednesday									
	Task	Week				Task	Week				Task	Week				Task	Week				Task	Week				Task	Week							
		1	2	3	4		1	2	3	4		1	2	3	4		1	2	3	4		1	2	3	4		1	2	3	4	1	2	3	4
Custard Walls / Vents					Clean Wet Floor Signs					Lobby Baseboards					Detail Custard Cabinets					Ledges / Windowsills					Lobby Vents & Speakers					Lobby Trash Cans				
Cold Line Drains					Dust Pictures					Lobby Cabinets					Restroom Baseboards					DT Menus / Speaker					Red Ducts					ColdLine Baseboards				
DT Baseboards / Walls					Wipe Black Table Base					Cold Line Gaskets/Filters					Restroom Drains					Wipe P.O.P					Clean Condiment Holders					Custard Fridge In /Out				
Silvershine Stools					Silvershine Chair Legs					Detail Retail Freezer					Restroom Trash Cans					Clean Candy Dispenser					Clean Napkin Dispenser					Lobby Walls				
Detail Black Carts					Detail Registers					Organize DT					Restroom Partitions					Clean Dispenser Shelf					Cords and Wheels					Detail 2 Slot				
Detail Both Bev Stations					Detail Register Counters					Detail 4 Slot					Booths Inside and Out					Detail Light Fixtures					Delime Fudge Wells					Sanitize DT Ice Bin				
Dust TVs					Detail Red Lights					Ceiling Vents					Polish Booths and Tables					Detail Tea Brewer					Silvershine Kickplates					Detail Patio Trash Cans				

PREVENTATIVE MAINTENANCE	Equipment Name	P1	P2	P3	P4	P5	P6	P7	P8	P9	P10	P11	P12	P13
		Done On	Done On	Done On	Done On	Done On	Done On	Done On	Done On	Done On	Done On	Done On	Done On	Done On
1	2 Slot Dipping Cabinet													
2	4 Slot Dipping Cabinet													
3	Taylor Custard Machine													
4	Fry Freezer													
5	Fryer													
6	Make Table													
7	Bun Toaster													
8	Grill Cooler													
9	Walk-in Cooler													
10	Freezer													
11	Dishwasher													
13	Custard Cooler													
14	Custard Freezer													
15	Soda Machines													

