

Kitchen Cleaning List

The Demonstration Kitchen in the Student Wellness Building is a high profile presentation area. As such, it is crucial that this area be maintained in a clean and organized way. The kitchen is also used by multiple entities across campus. Please make sure that you only use those items found in the storage cabinets which are labeled for "all" use or are marked for use by your department. All stored food and cooking items (spices, etc.) are for ZONE and Wellness Center use only. All appliances, utensils, and paper products can be used by all scheduled groups. The following duties must be completed during and after every use of this area. When you have completed the cleaning list, take the form over to the bowling alley or second floor Control Desk. Have them complete a visual cleaning inspection, and sign the form. Close garage door and turn form in at the second floor Control Desk. Non-compliance with the rules and maintenance of the demo kitchen may result in a \$20 user/cleaning fee.

- 1) During each activity, the area must be regularly policed for cleanliness, safety, and presentation.
- 2) At the conclusion of the activity, the kitchen area must be thoroughly cleaned, including:
 - All tables and chairs must be put in their proper place and stored (including small round tables).
 - All counters must be completely cleaned and wiped down (use counter spray and rags).
 - The floors must be swept and spills must be mopped clean (small spills can be cleaned with spray and rags).
 - All sinks and faucets must be cleaned and wiped down.
 - All equipment used must be completely cleaned and stored.
 - Clean stovetop and wipe down (use stainless steel cleaner). Empty and clean oven trough (grease collector).
 - Inspect fridge and freezer for cleanliness, spills, and temperatures. Messes must be wiped down and problems reported. Perishable food items need to be taken by users or thrown away. Do not store perishables in the refrigerator.
 - All cupboards must be wiped down (especially the handles) and locked.
 - Clean and store all signs.
 - Drop off all towels and used wash cloths to second-floor control desk for cleaning.
 - If you use the oven, completely remove and reinstall oven for use (make sure cover is cleaned and wiped down when reinstalled).
 - Start dishwasher. At conclusion of wash cycle (lasts 3 minutes), remove dishes and put away. Clean dishwasher and wipe down.

Name of User Organization: _____

Activity: _____ Date: _____

SLWC/Bowling Alley Supervisor: _____ Date: _____