**Gym Cleaning Schedule**

#### **Daily Cleaning Tasks**

| **Time** | **Task** | **Location** | **Responsible Person** | **Status** |
| --- | --- | --- | --- | --- |
| 6:00 AM | Disinfect gym equipment | Workout Area | [Staff/Employee] | [Pending/Completed] |
| 7:00 AM | Wipe mirrors and glass surfaces | Workout Area | [Staff/Employee] | [Pending/Completed] |
| 8:00 AM | Sweep/mop floors | Workout Area | [Staff/Employee] | [Pending/Completed] |
| 9:00 AM | Restock cleaning supplies | Storage Area | [Staff/Employee] | [Pending/Completed] |
| 10:00 AM | Empty trash bins | All Areas | [Staff/Employee] | [Pending/Completed] |

#### **Weekly Cleaning Tasks**

| **Day** | **Task** | **Location** | **Responsible Person** | **Status** |
| --- | --- | --- | --- | --- |
| Monday | Clean and disinfect lockers | Locker Room | [Staff/Employee] | [Pending/Completed] |
| Wednesday | Check and repair equipment | Workout Area | [Staff/Employee] | [Pending/Completed] |
| Friday | Deep clean showers | Bathrooms | [Staff/Employee] | [Pending/Completed] |

#### **Monthly Cleaning Tasks**

| **Date** | **Task** | **Location** | **Responsible Person** | **Status** |
| --- | --- | --- | --- | --- |
| 1st | Clean ceiling vents | All Areas | [Staff/Employee] | [Pending/Completed] |
| 15th | Deep clean floors | Workout Area | [Staff/Employee] | [Pending/Completed] |
| 30th | Clean HVAC systems | Maintenance Area | [Staff/Employee] | [Pending/Completed] |