



Partner Solutions  
General Services

## AHERA MANAGEMENT PLAN

**Name of School:** Nathaniel H. Wixon Innovation School

**Month of Cleaning:**

JANUARY 2022

**Cleaning methods used:**

HI-CON 3 + BWTAB 6S

**Names of persons performing the cleaning:**

WIXON crew +  
SUPERVISOR

Location Cleaned:	Date of Cleaning	Signature
Main Office	01/06/22	Maurso Quevedo
Lobby 256	01/06/22	Maurso Quevedo
Guidance Room	01/06/22	Maurso Quevedo
Corridor 310/312/313	01/06/22	Maurso Quevedo
Office 1/2/3	01/06/22	Maurso Quevedo
Library 109	01/04/22	Elda De Dios
Room 115	01/04/22	Elda De Dios
Clinic Room	01/05/22	Elda De Dios
Xerox Room	01/05/22	Elda De Dios
Classroom 277	01/05/22	Elda De Dios
Classroom 279	01/05/22	Elda De Dios
Classroom 201	01/04/22	Sandra p. Trujillo
Classroom 202	01/05/22	Sandra p. Trujillo
Classroom 203	01/04/22	Sandra p. Trujillo
Classroom 205	01/05/22	Sandra p. Trujillo
Classroom 206	01/05/22	Sandra p. Trujillo
Classroom 208	01/05/22	Sandra p. Trujillo
Classroom 209	01/05/22	Sandra p. Trujillo

Classroom 210	1/6/22	Mauricio Quevedo
Store - Classroom	1/6/22	Mauricio Quevedo
Cafeteria	1/12/22	Brian Jue
Kitchen 274	1/12/22	Brian Jue
Kitchen - Storage	1/6/22	Mauricio Quevedo
Upper Part of Bolier Room	1/6/22	Mauricio Quevedo
Classroom 102	01/05/22	Elda De Dios
Gymnasium 266	1/12/22	Brian Jue
Gymnasium 255	1/12/22	Brian Jue
Gymnasium Office	1/12/22	Brian Jue
Classroom 233	1/6/22	Mauricio Quevedo
Storage 228	1/6/22	Mauricio Quevedo
Storage 213	1/6/22	Mauricio Quevedo
Shower 266	1/6/22	Mauricio Quevedo
Boy's Locker Room	01/06/22	Elda De Dios
Girl's Locker Room	01/06/22	Elda De Dios
Classroom 102	01/05/22	Elda De Dios
ArtRoom A	01/05/22	Elda De Dios
ArtRoom B	01/05/22	Elda De Dios
Supplies Room	01/05/22	Elda De Dios
Classroom 266	01/05/22	Elda De Dios
Classrrom 267	1/6/22	Mauricio Quevedo
Storage 268	1/6/22	Mauricio Quevedo
Coat Closet	1/6/22	Mauricio Quevedo
Classroom 273	1/6/22	Mauricio Quevedo
Classroom 274	1/6/22	Mauricio Quevedo
Classroom 275	1/6/22	Mauricio Quevedo
Classroom 276	1/6/22	Mauricio Quevedo

**IMPORTANT NOTE:** Routine is Listed

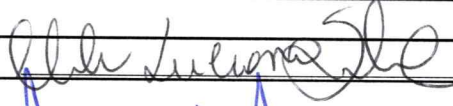
KITCHEN & CAFETERIA

WASH GARBAGE CANS AFTER EACH EMPTYING: DAILY

DISPOSE OF ALL OTHER TRASH: DAILY
WET MOP ALL FLOORS: DAILY
SECURE WINDOWNS AND DOORS: DAILY
CLEAN DRINKING FOUNTAINS: DAILY
CLEAN TRAY SLIDES: DAILY
DAMP WIPE ALL TABLES & SEATING: DAILY
WASH HOOD FILTER, WINDOWS & DOOR FRAMES, WOODWORK & TRIM, METAL FIXTURES: WEEKLY
CLEAN RANGE HOOD & EXHASTED FANS: MONTHLY
<b>NURSE'S CLINIC, OFFICE &amp; LOUNGE</b>
DUST DESKS, FILES, CABINETS, TABLES, CHAIRS, WINDOW SILLS & OPEN SHELVES: DAILY
DUST MOP FLOOR: DAILY
EMPTY WASTE BASKETS & RECYCLE BINS: DAILY
VACUUM RUGS: DAILY
CLEAN TELEPHONES, DESK BASKETS, ETC: WEEKLY
CLEAN TELEPHONES, DESK BASKETS, ETC: WEEKLY
STRIP & WAXE FLOOR: ANNUAL/AS NEEDED
SHAMPOO RUGS: ANNUAL/AS NEEDED
WASH FURNITURE & WOODWORK: AS NEEDED
CLEAN SHADES, DRAPES & VENETIAN BLINDS: AS NEEDED
<b>AUDITORIUM &amp; STAGE</b>
DUST HORIZONTAL & SEATING SURFACES: WEEKLY
WASH RALLINGS: WEEKLY
WASH DOORS, GLASS & FRAMES: MONTHLY
DUST MOP FLOORS, VACUUM RUGS: MONTHLY
WASH WINDOWS & SILLS, WAINSCOT, LIGHTS & FIXTURES: AS NEEDED
WASH WOODWORK & TRIM: AS NEEDED
FLOOR CLEANING: WEEKLY
<b>LOCKER &amp; SHOWER ROOMS, TOILETS &amp; RESTROOMS</b>
DUST ALL HORIZONTAL SURFACES: DAILY
CLEAN WITH DISINFECTANT/ ANTISEPTIC SOLUTION: URINAL, DRINKING FOUNTAIN, SINK & FIXTURE: DAILY
CLEAN WITH DISINFECTANT/ ANTISEPTIC SOLUTION: TOILETS BOWLS & FIXTURES, TOILET SEATS: DAILY
CLEAN WITH DISINFECTANT/ ANTISEPTIC SOLUTION: STALL PARTILIONS, TILE WALLS & FLOOR: DAILY
REMOVE GRAFFITTI, EMPTY ALL TRASH, CHECKING FOR STOLEN ITEMS: DAILY
FILL DISPENSERS, SECURE LIGHTS, WINDOWS & DOORS: DAILY
DAMP WIPE DOORS, WINDOWS & FRAMES: WEEKLY
WASH WITH DISINFECTANT ALL INTERIOR ARES NOT SPECIFICALLY LISTED ABOVE: WEEKLY

NOTES:

Supervisor Signature:



District Manager Signature:

