

Standard Laboratory

Elements to be processed	Type of service	Services	Frequency
Waste	Empty, clean and control	Trash cans	Twice a week
		Ecopoint	Never
		Non infectious bio-medical waste (striped bag)	Never
		Paper	Twice a week
		Collection of the visible waste	Never
Furnitures	Wet dusting	Workbench	Once a week
		Tables, desks	Once a week
		Chairs, seats	Once a week
		Furniture bases	Once a week
		Line up the furniture	Once a week
		Cabinet shelves	Once a week
		Changing rooms cabinets above/underneath/sides	Never
		Top of the furnitures (> 1.8m)	Once a year
Doors, walls and partitions	Wet dusting	Doors and frames	Once a week
		Window shelves	Once a week
		Radiators	Never
		Remove the webs (walls and ceiling)	Never
	Digital traces removal	Doors and frames	Once a week
Report a malfunction	Lightning	Once a week	
Sanitary	Clean and disinfect sanitary installations	Sink	Once a week
		Faucets	Once a week
		Descaling	Once a month
		Walls tiles	Once a week
	Clean, fill and control	Soap dispenser	Once a week
		Hand towel	Once a week
		Fill the passage record sheet	
		Report a malfunction	
Kitchen and Cafeteria	Clean	Sink	Never
		Faucets	Never
		Descaling	Never
		Walls tiles	Never
		Hotplates	Never
		Coffee machine	Never
Floors	Hard and soft floors	Sweeping of floor	Never
		Wet sweeping with disinfectant products	Never
		Vaccum cleaning	Once a week
		Manual washing	Once a week
		Cleaning with a scrubber-dryer	Never
	Carpet floors	Vaccum cleaning	Never
		Removing the stains	Never