

General Needs Specification List



Corridors and Seating Areas

Weekly

- Vacuum all communal areas
- Mop hard flooring
- Wipe down door glass, hand rails, window sills and any touch points
- De-cobweb all communal areas and dust skirting boards
- Dust and wipe any entrances and exits
- Wipe any marks off walls (if applicable)
- Wipe down radiators (if applicable)

Monthly/rotation basis

- Scrub stair treads to remove any build-up
- Wipe railings
- Wipe any low level surfaces that don't get cleaned on a weekly basis
- Vacuum door and lift sill (if applicable)
- Wipe all communal external and internal doors



Lift (if applicable)

Weekly

- Clean mirror
- Wipe external and internal doors
- Wipe inside including touch points
- Vacuum and/or mop flooring