

# Hut cleaning/leaving checklist

## Critical activities

- Turn water off
- Turn fans off in men's washroom, kitchen & drying room
- Turn heaters off in bunk rooms
- Turn fridges off and leave open
- Bolt shutters and close windows
- Turn lights off
- Lock shed & coal bunker
- Lock kitchen shutter
- Lock front door with combination padlock

## Suggested extra activities

- Restock logs and coal in lounge
- Clean windows
- Dust surfaces and cobweb corners
- Light mop of wooden floors throughout
- Cut grass during growing season
- Clear external drains
- Wipe outside table and benches
- Beat/clean door mats
- Sweep front steps

## Essential activities

- Ventilate all bunk rooms
- Vacuum LMC room
- Vacuum main bunk room
- Vacuum alpine room
- Dust used beds & replace pillows
- Vacuum stairs and landing
- Clean surfaces in women's washroom
- Clean women's washroom
- Mop floor in women's washroom
- Remove & replace bin bag in women's washroom
- Clean surfaces in men's washroom
- Clean men's washroom
- Sweep & mop floor in men's washroom
- Clear out ash from stove and clear-up any debris around it
- Wipe dining room table
- Vacuum dining room
- Wipe surfaces in lounge
- Dust/vacuum lounge seating & tidy cushions
- Vacuum lounge floor
- Empty fridges, clean if required
- Empty kettles and coffee pots
- Clean, dry and put away all kitchen items
- Clean kitchen surfaces and hobs
- Clean sinks & drying racks
- Reset mouse traps
- Clean & dry oven if used
- Bag up and take away recycling
- Empty kitchen bin, replace bag
- Sweep kitchen
- Sweep drying & entrance rooms
- Mop kitchen floor
- Mop drying & entrance rooms