

Bemister's Janitorial Services Inc.

WARMER WEATHER



Now that winter 'salt' and 'snow' are becoming distant memories, we would want to give due attention to window and door glass. Is all glass well cleaned?

What about our floors? Do they need extra attention? We may need to check each doorstep as salt and sand tend to accumulate in those areas quite readily. Make sure that these areas are *swept clean!*

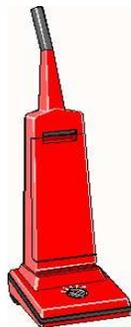
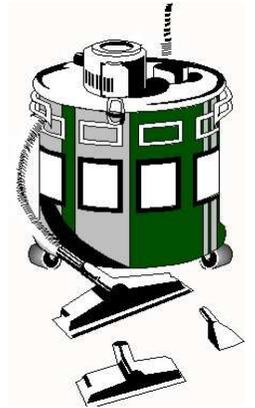
SAFETY

Be careful when handling garbage bags that *you* have not filled! They may contain dangerous items that are sharp and jagged - including broken glass. Due caution and care will avoid serious injury.

THE PROFESSIONAL CLEANER: CLEANING EQUIPMENT

Professional Cleaners require the proper equipment to do the job right! Both the company and the professional cleaner share in maintaining equipment so that it operates at peak performance. In regard to equipment, the professional cleaner will ask her/himself the following questions:

- Vacuum Cleaners** - When I put them away, are the hoses twisted in such a way that they will weaken and prematurely crack? Have I put the hoses too close to heaters since hoses are known to melt when left like this?
- Vacuum Bags** - Are they getting too full before I change them? When I do change them, do I make sure that the secondary filter is thoroughly cleaned? Have I cleaned the *inside* of the vacuum before I replaced the bag?
- Floor Tool** - Is it worn and in need of replacement (*i.e.* is the silver part on the bottom cracked)? If it is, have I notified the office?
- Bucket Wheels** - Are they well oiled and moving properly? Are the down-press ringers working properly? If there appears to be a problem, have I notified the office?
- Janitor Carts** - If I use one, is it working properly? If do not have one but feel I need it, have I made the office aware of my need?
- Needs** - Do I have *everything* that I need in the way of equipment and supplies (*i.e.* dusters; scrapers; squeegees; etc.) in order to do the job *right*? If I don't, have I made the office aware of my needs?



TIPS We can help to maintain our clients' outside doors by **NOT** jamming items in the seam in order to keep them from closing. Even though staff might do this, we know that it can cause damage to the hinges - especially if a gust of wind puts extra pressure on the door. This, in turn, may cause the door to go out of alignment which could result in its not locking properly.

