H.R. COLLEGE OF COMMERCE & ECONOMICS

Classroom Maintenance Log

Building: H R College of Commerce & Economics Room: 201

Month: MARCH 2021 Frequency: Daily 07.00 am

Date	Cleaned by	Time		Lock Opened		Sweeping		Mopping		Dusting Shelves		Dusting Computer		Window Ledges		Door & knobs		Empty Waste Basket		Erasing Black Board		Turning off all lights		All doors locked		Remarks, if any
		Checked	Performed	Checked	Performed	Checked	Performed	Checked	Performed	Checked	Performed	Checked	Performed	Checked	Performed	Checked	Performed	Checked	Performed	Checked	Performed	Checked	Performed	Checked	Performed	