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| **Daily Cleaning and Sanitising** |  |  | **Week Starting \_\_\_\_ / \_\_\_\_ / \_\_\_\_** | | | | | | |
| Area / Equipment to be Cleaned | Responsible Person |  | Completed | | | | | | |
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| **Weekly Cleaning and Sanitising** |  |  | **Week Starting \_\_\_\_ / \_\_\_\_ / \_\_\_\_** | | | | | | |
| Area / Equipment to be Cleaned | Responsible Person |  | Completed | | | | | | |
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| **Monthly Cleaning and Sanitising** | | | |  | | **Month \_\_\_\_\_\_\_\_\_\_\_\_** | |
| Week starting \_\_ / \_\_ / \_\_ | | Week starting \_\_ / \_\_ / \_\_ | | Week starting \_\_ / \_\_ / \_\_ | | Week starting \_\_ / \_\_ / \_\_ | |
| Area / Equipment | R / P1 | Area / Equipment | R / P1 | Area / Equipment | R / P1 | Area / Equipment | R / P1 |
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| **Quarterly / Yearly Cleaning and Sanitising** |  |  | **Year \_\_\_\_\_\_\_\_\_\_\_\_** | |
| Area / Equipment to be Cleaned | Responsible Person | Date Scheduled | Date Completed | Checked By |
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