



# Your Break Room is Where Everyone Gathers... Keep it Clean!

Over the years, Service Master Clean has transformed many break rooms. Since there is no one person in charge of keeping it neat, it becomes disheveled and disorganized too quickly. However, there are some ways that you can keep your break room clean and clutter-free.



## Start with Organizing the Room

- Start the cleaning process by organizing the room and putting everything in its place.
- Dedicate a cupboard or cabinet to mugs, snacks, silverware, coffee, etc.
- Organize everything in a way that is accessible.



## Keep the Fridge Orderly

- Ask the employees to put their names on the food they bring.
- Make it a point to keep up with regular cleaning.
- Don't forget to keep a box of baking soda in there to fight any smells.



## Have Dish and Hand Soap Available at all Times

- Make sure there is dish soap near the sink at all times.
- Make it a rule that anyone who used the sink and counters wipe them down with paper towel afterward.



## Clean Appliances Regularly

- Make it a point to have the microwave, fridge, coffee pots, counters, and sink wiped down every day.
- Target the handles specifically as they can harbor germs from all the people that touch them.
- Deep-clean fridge at least once a month and microwave at least twice a week.



## Keep the Trash Dry

- Use good quality trash liners.
- Bin liners often have holes, which allow liquids from the trash to seep out into the bin itself causing smells.
- If you have a large staff that uses the break room, put two or more trash cans.



## Have Cleaning Supplies on Hand

- Keep basic cleaning supplies in the break room to quickly clean up spills.
- Extra paper towels, a mop and mop bucket, broom, all-purpose cleaners, and soap should all be in the pantry.



## Get Professional Help

- ServiceMaster of Wake County specializes in commercial and residential cleaning services. We have an efficient cleaning crew that makes sure your break room is cleaned thoroughly. Based on your needs, you can get weekly, bi-weekly or monthly services. Call or Visit Us Online!