REPUBLIC PARKING SYSTEM

Syracuse Hancock Airport
1000 Col. Eileen Collins Blvd.
Syracuse NY 13212
315-455-2337

DAILY MAINTENANCE CHECKLIST

March 2019

COMPANY:	LOCATION:		ADDRESS:	DAY:
CITY:	STATE:	ZIP:	MANAGER:	DATE:

Daily Activities

TASK	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Empty Trash Cans in the Garage	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Pick up Litter in the Facility Garage	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Pick up Litter Open Lots		X	X		X		X		X			X	X				X	X	X			X		X	X		X			X	X
Sweep Stairwells	X											X											X								
Stock Bathrooms																															
Clean Bathrooms																															
Sweep and Mop Office Floor	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Clean & Mop Elevator Cabs	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Organize Traffic Cones																															
Check All Light Fixtures																															
Replace burnt out Lights																															
Blow Out Entrance Lanes																															
Treat Oil Spots																															
Wipe Down POF Equipment																															
Wipe Down Rev Control Equip																															
Wipe down Staircase Railings	X					X				X							X				X					X			X		
Clean Office Windows	X			X			X				X				X				X				X				X				
Polish Elevator Cabs																															
Clean Booth Windows	X	X		X		X		X		X		X		X		X		X		X		X		X		X		X		X	X
Clear Cobwebs																															
Touch Up Paint Curbs																															
Pressure Wash Stairwells																															
Pressure Wash Elevator Landings																															
Wipe down Fire Extinguisher box																															
Wipe down Signs																															
Wipe down clearance bars																															
Wash out Trash Cans																															
Clean Storage Room																															
Power Sweep all Floors																															
Pressure Wash Entry and Exit																															
Pressure Wash in the Garage																															

REPUBLIC PARKING SYSTEM

Syracuse Hancock Airport
1000 Col. Eileen Collins Blvd.
Syracuse NY 13212
315-455-2337

MAY 2019 (handwritten)

DAILY MAINTENANCE CHECKLIST

COMPANY: Republic Parking	LOCATION: 56-1	ADDRESS: 1000 Col Eileen Collin Blvd	DAY:
CITY: Syracuse	STATE: NY ZIP: 13212	MANAGER: Cindy	DATE:

Daily Activities

TASK	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Empty Trash Cans in the Garage	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X		X	X	X	X		X	X	X	X
Pick up Litter in the Facility Garage	X		X	X	X	X	X	X		X		X	X	X		X	X	X	X	X		X	X	X	X	X		X	X	X	X
Pick up Litter Open Lots	X		X		X		X		X		X	X	X		X	X	X	X	X				X		X		X	X	X	X	X
Sweep Stairwells		X				X			X						X					X				X						X	
Stock Bathrooms																															
Clean Bathrooms				X								X					X					X				X					
Sweep and Mop Office Floor																															
Clean & Mop Elevator Cabs		X	X			X	X	X		X			X	X	X			X	X			X	X	X		X	X				X
Organize Traffic Cones																															
Check All Light Fixtures																															
Replace burnt out Lights																															
Blow Out Entrance Lanes					X														X												
Treat Oil Spots																															
Wipe Down POF Equipment	X		X			X			X			X			X			X				X				X					
Wipe Down Rev Control Equip																															
Wipe down Staircase Railings	X		X			X	X	X				X		X		X		X				X				X					
Clean Office Windows			X						X							X					X					X					
Polish Elevator Cabs																															
Clean Booth Windows		X			X			X						X			X					X				X					
Clear Cobwebs																															
Touch Up Paint Curbs																															
Pressure Wash Stairwells																															
Pressure Wash Elevator Landings																															
Wipe down Fire Extinguisher box																															
Wipe down Signs		X										X		X														X			X
Wipe down clearance bars							X																X								
Wash out Trash Cans																															
Clean Storage Room																															
Power Sweep all Floors																															
Pressure Wash Entry and Exit																															
Pressure Wash in the Garage																															

REPUBLIC PARKING SYSTEM

Syracuse Hancock Airport
1000 Col. Eileen Collins Blvd.
Syracuse NY 13212
315-455-2337

June 2019

DAILY MAINTENANCE CHECKLIST

COMPANY:	LOCATION:		ADDRESS:	DAY:
CITY:	STATE:	ZIP:	MANAGER:	DATE:

Daily Activities

TASK	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Empty Trash Cans in the Garage	Y	Y	Y	Y	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
Pick up Litter in the Facility Garage	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X		X	X	X	X	X	X	X	X	X	X			
Pick up Litter Open Lots	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Sweep Stairwells		X				X			X					X				X													
Stock Bathrooms																															
Clean Bathrooms																															
Sweep and Mop Office Floor																															
Clean & Mop Elevator Cabs	X			X		X	X		X		X	X			X		X		X												
Organize Traffic Cones																															
Check All Light Fixtures																															
Replace burnt out Lights																															
Blow Out Entrance Lanes			X						X							X							X						X		
Treat Oil Spots																															
Wipe Down POF Equipment	X			X					X					X					X					X			X		X		
Wipe Down Rev Control Equip																															
Wipe down Staircase Railings	X		X				X			X			X			X				X					X						
Clean Office Windows		X		X			X			X			X				X			X					X						
Polish Elevator Cabs																															
Clean Booth Windows		X		X			X			X			X				X			X					X						
Clear Cobwebs																															
Touch Up Paint Curbs		X	X		X											X				X									X		
Pressure Wash Stairwells																						X	X		X			X	-		
Pressure Wash Elevator Landings																								X							
Wipe down Fire Extinguisher box																															
Wipe down Signs																															
Wipe down clearance bars																															
Wash out Trash Cans																													X		
Clean Storage Room																															
Power Sweep all Floors																															
Pressure Wash Entry and Exit																															
Pressure Wash in the Garage																															

![Republic Parking System logo]

Syracuse Hancock Airport
1000 Col. Eileen Collins Blvd.
Syracuse NY 13212
315-455-2337

DAILY MAINTENANCE CHECKLIST

July 2019

LOCATION:		Month & Year
Syracuse Airport 56-01		
STATE:	ZIP:	
New York	13212	

Daily Activities

TASK	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Empty Trash Cans in the Garage	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Pick up Litter in the Garage	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Pick up Litter Open Lots	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Sweep Stairwells	X		X	X				X			X				X			X	X	X		X				X				X	X
Pick up Litter in Stairwells	X	X	X		X	X			X	X		X		X		X		X	X	X	X	X		X		X	X		X	X	
Wipe down Railings in Stairwells	X		X			X		X		X		X		X		X			X		X		X		X		X		X	X	X
Stock Bathrooms																															
Clean Bathrooms									X						X																
Sweep and Mop Office Floor																															
Clean & Mop Elevator Cabs		X				X						X			X			X		X		X		X		X		X	X		
Organize Traffic Cones																															
Check All Light Fixtures																															
Replace burnt out Lights																															
Blow Out Entrance Lanes																															
Treat Oil Spots																															
Wipe Down POF Equipment		X				X				X				X				X				X				X			X		
Wipe Down Rev Control Equip																															
Clean Office Windows	X			X					X				X				X				X				X			X			
Polish Elevator Cabs																															
Clean Booth Windows	X			X					X				X				X				X				X			X			
Clear Cobwebs																															
Touch Up Paint Curbs																															
Pressure Wash Stairwells																															
Pressure Wash Elevator Landings																															
Wipe down Fire Extinguisher box																															
Wipe down Signs																															
Wipe down clearance bars																															
Wash out Trash Cans					X																					X					
Clean Storage Room																															
Power Sweep all Floors																															
Pressure Wash Entry and Exit																															
Pressure Wash in the Garage																															

REPUBLIC PARKING SYSTEM

DAILY MAINTENANCE CHECKLIST — September 2019

LOCATION:			Month & Year
Syracuse Airport	56-01		
STATE:		ZIP:	
New York		13212	

Daily Activities

TASK	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Empty Trash Cans in the Garage	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Pick up Litter in the Garage	X	X	X	X		X		X		X	X	X	X		X		X	X	X	X	X	X		X	X	X	X	X			
Pick up Litter Open Lots	X	X	X	X			X	X	X	X	X		X		X		X	X		X	X	X	X	X	X	X	X	X	X	X	
Sweep Stairwells			X				X				X																				
Pick up Litter in Stairwells		X			X				X				X		X		X				X				X		X	X			
Wipe down Railings in Stairwells			X						X				X						X						X		X	X	X		
Stock Bathrooms																															
Clean Bathrooms																															
Sweep and Mop Office Floor																															
Clean & Mop Elevator Cabs	X	X	X		X		X		X			X		X			X	X		X	X		X		X		X	X			
Organize Traffic Cones				X					X									X		X		X		X							
Check All Light Fixtures																															
Replace burnt out Lights																															
Blow Out Entrance Lanes																															
Treat Oil Spots																															
Wipe Down POF Equipment		X			X		X			X			X			X			X			X									
Wipe Down Rev Control Equip	X		X		X		X		X		X		X			X		X			X			X			X		X		
Clean Office Windows																							X								
Polish Elevator Cabs																															
Clean Booth Windows	X		X	X		X		X		X		X		X		X		X		X		X	X			X		X		X	
Clear Cobwebs																															
Touch Up Paint Curbs																															
Pressure Wash Stairwells																															
Pressure Wash Elevator Landings																															
Wipe down Fire Extinguisher box																															
Wipe down Signs																															
Wipe down clearance bars																															
Wash out Trash Cans			X																												
Clean Storage Room			X																												
Power Sweep all Floors																															
Pressure Wash Entry and Exit																															
Pressure Wash in the Garage																															

REPUBLIC PARKING SYSTEM

Syracuse Hancock Airport
1000 Col. Eileen Collins Blvd.
Syracuse NY 13212
315-455-2337

October 2019

DAILY MAINTENANCE CHECKLIST

LOCATION: Syracuse Airport 56-01	Month & Year
STATE: New York	ZIP: 13212

Daily Activities

TASK	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Empty Trash Cans in the Garage	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X		X	X	X	X	X	X	X	X	X	X	X		X	X
Pick up Litter in the Garage	X		X	X	X	X			X			X		X	X			X		X	X		X		X	X	X	X	X	X	X
Pick up Litter Open Lots	X	X		X		X		X	X	X		X	X	X	X				X	X	X	X			X			X		
Sweep Stairwells	X				X			X					X		X				X				X		X				X	X	X
Pick up Litter in Stairwells																															
Wipe down Railings in Stairwells																															
Stock Bathrooms	X		X			X			X		X	X		X			X		X		X		X		X			X		X
Clean Bathrooms																															
Sweep and Mop Office Floor																															
Clean & Mop Elevator Cabs	X		X		X			X			X		X			X		X	X				X	X		X	X	X
Organize Traffic Cones	X		X		X		X		X		X		X			X			X		X		X	X	X
Check All Light Fixtures																X	X			X		X		X		X	X
Replace burnt out Lights	X	X		X		X			X		X		X		X		X		X	X		X	X
Blow Out Entrance Lanes																															
Treat Oil Spots																															
Wipe Down POF Equipment	X			X		X		X			X			X			X		X	X	
Wipe Down Rev Control Equip																															
Clean Office Windows	X		X			X		X		X		X		X	X		X		X	X
Polish Elevator Cabs																															
Clean Booth Windows	X		X		X		X		X		X	X		X		X		X		X
Clear Cobwebs																															
Touch Up Paint Curbs																															
Pressure Wash Stairwells																															
Pressure Wash Elevator Landings																															
Wipe down Fire Extinguisher box																															
Wipe down Signs																															
Wipe down clearance bars																															
Wash out Trash Cans																															
Clean Storage Room																															
Power Sweep all Floors																															
Pressure Wash Entry and Exit																															
Pressure Wash in the Garage																															

REPUBLIC PARKING SYSTEM

Syracuse Hancock Airport
1000 Col. Eileen Collins Blvd.
Syracuse NY 13212
315-455-2337

11/2019

DAILY MAINTENANCE CHECKLIST

COMPANY:	LOCATION:		ADDRESS:	DAY:
CITY:	STATE:	ZIP:	MANAGER:	DATE:

Daily Activities

TASK	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Empty Trash Cans in the Garage	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X		X	X	X	X		X	X	X	X	X	X	X		
Pick up Litter in the Facility Garage	X	X	X	X	X	X	X		X	X	X	X	X	X	X	X	X		X		X	X	X	X	X	X	X	X	X	X	
Pick up Litter Open Lots	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X		
Sweep Stairwells	X				X		X					X	X		X	X	X	X	X	X		X	X	X			X	X	X		
Stock Bathrooms	X		X		X				X				X								X			X			X	X			
Clean Bathrooms	X		X				X		X		X			X			X		X			X				X		X		X	
Sweep and Mop Office Floor		X			X			X			X			X			X				X		X	X	X	X	X				
Clean & Mop Elevator Cabs		X	X			X			X	X	X	X	X		X		X		X	X	X					X	X	X			
Organize Traffic Cones	X		X				X		X		X		X		X		X	X		X	X		X	X	X		X	X		X	
Check All Light Fixtures																															
Replace burnt out Lights							X		X		X		X		X			X		X		X			X						
Blow Out Entrance Lanes																															
Treat Oil Spots																															
Wipe Down POF Equipment		X			X				X				X			X			X					X							
Wipe Down Rev Control Equip																															
Wipe down Staircase Railings											X		X	X		X	X			X			X		X		X		X		
Clean Office Windows					X								X								X										
Polish Elevator Cabs																															
Clean Booth Windows		X		X		X			X		X		X		X		X		X			X		X		X		X			
Clear Cobwebs																															
Touch Up Paint Curbs																															
Pressure Wash Stairwells																															
Pressure Wash Elevator Landings																															
Wipe down Fire Extinguisher box																															
Wipe down Signs																				X	X										
Wipe down clearance bars																															
Wash out Trash Cans																															
Clean Storage Room																															
Power Sweep all Floors																															
Pressure Wash Entry and Exit																															
Pressure Wash in the Garage																															

![REEF PARKING logo]

Syracuse Hancock Airport
1000 Col. Eileen Collins Blvd.
Syracuse NY 13212
315-454-5690

Dec. 2019

DAILY MAINTENANCE CHECKLIST

LOCATION:		Month & Year
Syracuse Airport 56-01		
STATE:	ZIP:	
New York	13212	

Daily Activities

TASK	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Empty Trash Cans in the Garage	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Pick up Litter in the Garage	X		X		X	X	X	X	X	X	X	X	X	X	X	X	X	X		X	X		X	X	X		X		X	X	X
Pick up Litter Open Lots	X	X	X	X		X	X	X	X	X	X	X	X		X	X	X	X	X	X	X		X	X		X	X	X	X	X	X
Pick up Litter Entrances		X			X			X		X		X		X	X	X	X	X		X			X	X	X	X	X		X		X
Pick up Litter Exits		X		X			X		X		X			X		X	X	X		X		X			X	X	X	X	X	X	X
Blow Out Entrance Lanes		·																													
Blow Out Exit Lanes																															
Sweep Stairwells	X	X	X	X		X			X					X																	
Pick up Litter in Stairwells	X		X	X	X	X	X		X	X	X		X	X		X		X	X	X		X		X			X	X	X	X	X
Wipe down Railings in Stairwells								X											X	X				X							
Stock Bathrooms																															
Clean Bathrooms																															
Sweep and Mop Office Floor		X		X		X		X		X		X		X		X	X	X	X	X	X		X	X	X	X	X	X	X		
Clean & Mop Elevator Cabs	X	X		X			X		X		X		X		X				X	X		X		X		X		X	X		
Organize Traffic Cones																	X														
Check All Light Fixtures													X	X										X		X					X
Replace burnt out Lights		X											X							X	X	X								X	X
Salt/Calcium Roof			X	X	X		X					X	X	X	X	X			X	X											X
Salt/Calcium Garage Walkways		X	X	X		X	X						X	X	X	X			X												X
Shovel All Garage Walkways		X		X	X	X	X						X	X	X	X			X												X
Wipe Down POF Equipment																							X								
Wipe Down Rev Control Equip																															
Clean Office Windows		X					X						X						X					X							
Clean Booth Windows	X			X		X			X				X			X			X			X			X		X				
Treat Oil Spots																															
Clear Cobwebs																															
Touch Up Paint Curbs																															
Wipe down Fire Extinguisher box																															
Wipe down Signs																															
Wipe down clearance bars																															
Wash out Trash Cans																															
Clean Storage Room																															
Power Sweep all Floors																															
Pressure Wash Entry and Exit																															
Pressure Wash in the Garage																															
Pressure Wash Stairwells																															
Pressure Wash Elevator Landings																															
Car Count Garage	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Car Count Open Lots	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X

REEF PARKING

Syracuse Hancock Airport
1000 Col. Eileen Collins Blvd.
Syracuse NY 13212
315-454-5690

Feb. 2020

DAILY MAINTENANCE CHECKLIST

LOCATION:		Month & Year
Syracuse Airport 56-01		
STATE:	ZIP:	
New York	13212	

Daily Activities

Activity
Empty Trash Cans in the Garage
Pick up Litter in the Garage
Pick up Litter Open Lots
Pick up Litter Entrances
Pick up Litter Exits
Blow Out Entrance Lanes
Blow Out Exit Lanes
Sweep Stairwells
Pick up Litter in Stairwells
Wipe down Railings in Stairwells
Stock Bathrooms
Clean Bathrooms
Sweep and Mop Office Floor
Clean & Mop Elevator Cabs
Organize Traffic Cones
Check Lighting & Replace Bulbs
Check Drains & Drain Pipes
Salt/Calcium Roof
Salt/Calcium Garage Walkways
Shovel All Garage Walkways
Wipe Down POF Equipment
Wipe Down Rev Control Equip
Clean Office Windows
Clean Booth Windows
Treat Oil Spots
Clear Cobwebs
Touch Up Paint Curbs
Check Walkways for trip Hazards
Wipe down Fire Extinguisher box
Wipe down Signs
Wipe down clearance bars
Wash out Trash Cans
Clean Storage Room
Power Sweep all Floors
Pressure Wash Entry and Exit
Pressure Wash in the Garage
Pressure Wash Stairwells
Pressure Wash Elevator Landings
Car Count Garage
Car Count Open Lots

![REEF PARKING]

Syracuse Hancock Airport
1000 Col. Eileen Collins Blvd.
Syracuse NY 13212
315-454-5690

March 2020

DAILY MAINTENANCE CHECKLIST

LOCATION: Syracuse Airport 56-01	Month & Year
STATE: New York	ZIP: 13212

Daily Activities

TASK	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Empty Trash Cans in the Garage	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Pick up Litter in the Garage	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Pick up Litter Open Lots	X	X	X	X		X		X		X		X	X	X		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Pick up Litter Entrances	X			X		X			X		X		X		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Pick up Litter Exits																															
Blow Out Entrance Lanes																															
Blow Out Exit Lanes																															
Sweep Stairwells	X		X		X		X		X		X		X	X	X		X		X		X		X		X		X				
Pick up Litter in Stairwells																															
Wipe down Railings in Stairwells																															
Stock Bathrooms																															
Clean Bathrooms																															
Sweep and Mop Office Floor	X		X		X		X		X		X		X		X		X				X		X		X		X		X		X
Clean & Mop Elevator Cabs	X	X	X		X		X	X	X		X	X	X				X				X				X						
Organize Traffic Cones																															
Check Lighting & Replace Bulbs	X				X				X				X				X				X				X				X		
Check Drains & Drain Pipes																															
Salt/Calcium Roof	X			X																				X							
Salt/Calcium Garage Walkways	X			X																				X							
Shovel All Garage Walkways	X			X																											
Wipe Down POF Equipment	X			X			X			X			X			X			X			X			X			X		X	
Wipe Down Rev Control Equip																															
Clean Office Windows	X			X			X			X			X			X					X			X					X		
Clean Booth Windows	X			X			X			X			X			X					X			X					X		
Treat Oil Spots																															
Clear Cobwebs																															
Touch Up Paint Curbs																															
Check Walkways for trip Hazards																															
Wipe down Fire Extinguisher box																															
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Power Sweep all Floors																															
Pressure Wash Entry and Exit																															
Pressure Wash in the Garage																															
Pressure Wash Stairwells																															
Pressure Wash Elevator Landings																															
Car Count Garage	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Car Count Open Lots	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X

REEF PARKING

Syracuse Hancock Airport
1000 Col. Elleen Collins Blvd.
Syracuse NY 13212
315-454-5690

April 2020

DAILY MAINTENANCE CHECKLIST

LOCATION: Syracuse Airport 56-01		Month & Year
STATE: New York	ZIP: 13212	

Daily Activities

TASK	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Empty Trash Cans in the Garage	✓		✓		✓		✓		✓		✓		✓		✓		✓		✓			✓			✓		✓		✓		
Pick up Litter in the Garage	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Pick up Litter Open Lots	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Pick up Litter Entrances	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Pick up Litter Exits	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Blow Out Entrance Lanes																															
Blow Out Exit Lanes																															
Sweep Stairwells		✓		✓											✓																
Pick up Litter in Stairwells	✓			✓			✓			✓			✓			✓			✓			✓			✓			✓			
Wipe down Railings in Stairwells			✓																												
Stock Bathrooms																															
Clean Bathrooms																															
Sweep and Mop Office Floor																															
Clean & Mop Elevator Cabs																															
Organize Traffic Cones																															
Check Lighting & Replace Bulbs		✓			✓																										
Check Drains & Drain Pipes	✓			✓						✓					✓						✓			✓							
Salt/Calcium Roof																															
Salt/Calcium Garage Walkways																															
Shovel All Garage Walkways																															
Wipe Down POF Equipment			✓					✓																							
Wipe Down Rev Control Equip		✓			✓	✓				✓			✓			✓				✓								✓			
Clean Office Windows	✓			✓					✓			✓			✓		✓			✓						✓					
Clean Booth Windows	✓			✓											✓				✓							✓					
Treat Oil Spots																															
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Pressure Wash Stairwells																															
Pressure Wash Elevator Landings																															
Car Count Garage	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Car Count Open Lots	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	