

# CLEANING AND HOUSEKEEPING STANDARD OPERATING MANUAL

<<< INSERT COMPANY NAME >>>

## Approval and Authorization

Completion of the following signature blocks signifies the review and approval of this Standard Operating Manual.

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## Amendment Sheet

| New Revised Issue Date and Revision Number | Subject of Amendment                          | Reviewed By (Printed) and Signature | Authorized By (Printed) and Signature | Approved Revised Issue Date |
|--------------------------------------------|-----------------------------------------------|-------------------------------------|---------------------------------------|-----------------------------|
| No. 01<br>Dec. 2021                        | Periodic Review-<br>Several subjects amended. |                                     |                                       |                             |
| No. 02<br>Dec. 2022                        | Periodic Review-<br>Several subjects amended  |                                     |                                       |                             |
| No. 03<br>Dec. 2023                        | Periodic Review-<br>Several subjects amended  |                                     |                                       |                             |
| No. 04<br>Dec. 2024                        | Periodic Review-<br>Several subjects amended  |                                     |                                       |                             |

# Office Building Day Cleaning Training Manual

**Lei Huang**



## **Office Building Day Cleaning Training Manual:**

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