

# Keep Camp Clean

## Overall Guidelines

- It is easier to have 10, 20 or 100 people cleaning camp than 1-2. If camp is kept clean, the Rangers can focus on the big things.
- Clean attracts clean, sloppy attracts sloppy.
- Trash!!! Trash needs to be put in the proper receptacles (food trash in the closed dumpsters). We need to be cleaning trash cans out, storing properly. We need to keep the dumpster pad and the area around the 30 yard clean. Make sure ALL trash is emptied. ALL TRASH CANS MUST USE LINERS—this includes all the small cans in the bathrooms.
- Ban all clutter!!!! Clutter attracts clutter. All buildings and areas outside buildings should be clutter free! This applies to tables, chairs, mats, mops etc... This applies to behind all buildings such as DH, DH apartment, Campmaster etc. There should be NOTHING outside.
- Do not accept donations of any items without approval from the Rangers or the Camping Director. We DO NOT NEED event props, scrap wood, left over perishable food etc. However, there may be some things that we can use (but again they must be approved).
- Look at all surfaces! This means not only floors, but countertops, doors, mirrors, etc. Surfaces should be clean.
- Make sure everything is stored in the proper locations. IE playground balls should all be in the bins, ALL of the carts should be in the cart corral, etc.
- All personal items should be collected and placed in the lost and found receptacle.
- Make sure everything is policed for trash—including around all buildings. If anything has been spilled on concrete it should be hosed off.
- Make sure the proper cleaning supplies are in every location so people can easily clean. This includes trash bags.

# Keep Camp Clean

## What does clean mean for the Lassiter Meeting Rooms?

- Clean the 10 white tables well and stack neatly in the back room. This means WASH the tables. Scrub as needed.
- Stack chairs in neat stacks of 4 in the back room.
- Make sure any marks are gently wiped off the inside doors and walls. This room was painted recently. A Mr. Clean Magic Eraser is best. There should be some under the sink.
- Clean both sinks.
- Wipe off water fountains.
- Clean both glass doors inside and out.
- Remove all of your stuff. Please don't leave your stuff (snacks, coffee supplies, program materials) in the cabinets or closets.
- Remove all trash.
- Turn A/C up to 82°.
- Sweep and mop floors.
- Turn off lights.
- Hang mop on the fence and empty mop bucket and put it back in the fire room.
- Police the entire porch of the Lassiter for trash. Remove trash to the dumpster.

Cleaning supplies can be found under the sink or in the fire room. If you need supplies, see the camp masters or the rangers.

# Keep Camp Clean

## What does clean mean for the Lassiter Bathrooms?

- Clean the toilet, sink and urinal (inside and out).
- Wipe off the mirror with glass cleaner.
- Empty the trash. Put new small liners in the trash can.
- Empty metal sanitary trash containers.
- Remove any trash outside of Lassiter.
- Wipe any major dirt marks off the walls and the doors.
- Sweep and mop floors.
- Hang mop on the fence and empty mop bucket and put it back in the

Cleaning supplies should be in the cleaning bucket in each bathroom. If you need supplies, see the camp masters or the rangers. Mop, bucket, brooms can be found in the fire closet inside lassiter.

# Keep Camp Clean

## **What does clean mean for the Bath Houses?**

- Clean the toilet, sink, shower and urinal (inside and out).
- Wipe off the mirror with glass cleaner.
- Empty the trash. Put new small liners in the trash can.
- Empty metal sanitary trash containers.
- Remove any trash outside of the building.
- Rinse off outside sink.
- Wipe any major dirt marks off the walls and the doors.
- Sweep and mop floors.
- Hang mop at the back of the building next to mop sink, empty and rinse mop bucket and leave it in the sink.

Cleaning supplies should be in the cleaning supply closet on the end of each building. If you need supplies, see the camp masters or the rangers.

# Keep Camp Clean

## What does clean mean for the Dining Hall Bathrooms?

- Clean the toilets, sinks and urinal (inside and out).
- Wipe off the mirrors with glass cleaner.
- Empty the trash. Put new liners in the trash can.
- Empty metal sanitary trash containers.
- Sweep and mop floors.
- Hang mop on the hooks at the back of the dining hall and empty mop bucket and put it back in the mop closet.

Cleaning supplies should be in the cleaning bucket in each bathroom. If you need supplies, see the camp masters or the rangers. Mop, bucket, brooms can be found in the fire closet inside lassiter.

# Keep Camp Clean

## What does clean mean for the Dining Hall and the perimeter?

- Clean and stack all picnic tables neatly. If any tables are broken, set aside and leave a note.
- Clean and stack all 8 foot and 6 foot tables neatly behind the tarp by the freezer.
- Make sure all folding chairs are neatly stored behind the tarp by the freezer.
- Remove ALL of your stuff.
- Empty all trash and move empty trash cans to the trash can closet.
- Sweep and mop floors.
- Turn off all A/C's and lights.
- Hang mop on the mop hooks (not on the roof) and put mop bucket in the closet.
- Make sure there is no trash around the dining hall. In particular there should be NOTHING in the back of the Dining Hall except for a neat stack of dishwasher trays in the corner. All tables, chairs, trash cans, mats should be stored inside.
- There should be NOTHING stored on the side of the dining hall facing Lost Creek.
- Clean the hand sink in front of the dining hall.

Cleaning supplies should be in the kitchen. If you need supplies, see the camp masters or the rangers.

# Keep Camp Clean

## What does clean mean for the Kitchen?

- All dry food sealed and stored in the dry food storage room (nothing left in the kitchen).
- All food removed from the refrigerators unless it is new, sealed dressings, condiments, butter pats. Please do not leave opened bottles of dressing, jam, condiments, salsa.
- All leftovers are removed. Please do not leave any leftovers in refrigerators or freezers unless you have approval to do so and they are earmarked for a specific event. Label as such.
- Freezer should be tidy and organized. No food should be stored on the floor.
- Wipe out interior of reach in refrigerator.
- Laundry should be done and folded.
- All surfaces should be clean, sanitized and clear of all clutter. The only storage allowed on kitchen shelves are coffee filters, foil, plastic wrap, garbage bags, pan liners. Be sure can opener is cleaned.
- Dish pit area should be clean, including grate under dishwasher.
- Clean coffee and tea machines, including emptying baskets.
- All sinks should be cleaned well. This includes the hand sink. Clean grates under both sinks.
- All utensil bins should be covered.
- Pots, pans, containers should be stored in an organized manner.
- Cambros should be cleaned and their doors propped open.
- Stoves, ovens, griddle should be clean. Don't forget to check the trays under the stove burners. Grease the griddle.
- Clean out microwaves including the interior roof of each.
- Kitchen bathroom, hand sink and cleaning supplies area should be clean and organized.
- Floors should be swept (including under things) and mopped well. Be sure to clean grates under both sinks. Store cleaning supplies properly.
- Turn off A/Cs, turn off water heater and lights. Rangers will shut off gas.

Cleaning supplies should be in the cleaning supply closet. Extra supplies can be found in the quartermaster building.

# Keep Camp Clean

## What does clean mean for the Campsites?

- Clean the toilets, sinks and urinals in the bathrooms.
- Close toilet lids.
- Remove all trash and belongings from the bathrooms.
- Sweep bathhouse (put trash in garbage, not on the ground).
- Shut off water heater and lights.
- Clean pavilion, sweep, remove trash. Turn off lights and fans.
- Empty recycle bins, turn upside down.
- Make sure hose is coiled neatly.
- Make sure fire pit is tidy, wood is stacked neatly.
- Police area for trash.
- Ensure trash and all belongings are removed from the campsite.

Cleaning supplies will be issued by the camp master. See them if you need additional supplies.

# Keep Camp Clean

## What does clean mean for the Dorms?

- Remove all personal belongings from the dorm and the bathroom.
- Clean the toilet, sink and shower.
- Remove bathroom trash and add new trash can liner.
- Sweep floors well.
- Shut off lights and fans.
- Police exterior of dorms for trash.
- Shut off the A/C and water heaters in both buildings at the breakers.
- Sweep off porch

Cleaning supplies should be in each bathroom. See the camp masters or rangers for additional supplies.

# Keep Camp Clean

## What does clean mean for the Cabins?

- Remove all personal belongings from the cabin. Be sure to check under mattresses.
- The only furnishings that belong in the cabins are the bunks and mattresses. All other items should be returned to their appropriate location.
- Remove all trash from the cabin.
- Sweep floors well.
- Shut off lights and A/C.
- Police exterior of cabins for trash.
- Shake out mat on porch if there is one, sweep the porch. Do not leave anything on the porch.
- Clean adjacent bath houses to include cleaning toilets and sinks, removing all belongings and trash, sweeping and hosing off the floor and policing around the structure for trash.
- Shut off the water heaters and lights in the adjacent bath house.

Cleaning supplies should be in each bathroom. See the camp masters or rangers for additional supplies.

# Keep Camp Clean

## **What does clean mean for the Scoutmaster Lounge and Camp Office?**

- Tidy up and put everything in its proper place.
- Remove any food from refrigerator(s) and make sure the refrigerator(s) are clean.
- Remove trash and add new trash can liner.
- Empty and clean coffee pot and be sure it is turned off.
- Sweep floors well.
- Shut off lights and fans.
- Shut off the A/Cs.
- Police exterior of building for trash.
- Empty trash cans outside of Scoutmaster Lounge.

Cleaning supplies can be found in the quartermaster cabin. See the camp masters or rangers for additional supplies.

# Keep Camp Clean

## **What does clean mean for the Boat House?**

- All canoes should be rinsed off and placed back on canoe racks.
- All paddles should be rinsed off and hung back up.
- All PFD's should be buckled and hung up on the proper rack.
- Return all safety equipment to the proper location.
- All trash should be removed.
- All personal gear should be removed.
- Sweep the floor of the boathouse.
- Turn off lights and unplug any cords.

If you notice a problem with the equipment please inform the Camp Masters or Rangers.

# Keep Camp Clean

## What does clean mean for the Pool Area?

- Sweep and rinse both changing areas.
- Rinse and return all rescue tubes to where you found them.
- Return all guard chairs and umbrellas to where you found them.
- Return all deck chairs and tables to where you found them.
- Police the entire area, removing trash and personal items.
- Turn off all lights, unplug any cords.

Cleaning supplies can be found in the pool office. If you notice a problem with the equipment please inform the Camp Masters or Rangers.