THE DATE OF THE MONTH AND THE MATCHING NUMBERS ARE THE ASSIGNED MAINTANCE TASK FOR THE DAY.

1. Windows / Water front plants (31) 17. Bathrooms/Kitchen

2. Apparatus 18. Floors/ Sweep or air hose all bays

3. Exterior/ Sweep or air hose out all bays 19. Windows/ Water front plants (31)

4. Dusting/ Water front plants (31) 20. Apparatus/Sweep or air hose all bays

5. Bathrooms/ Kitchen/ Sweep or air hose all bays 21. Exterior

6. Floors 23. Bathrooms/ kitchen

7. Window/ Sweep or air hose all bays 24. Floors/ Sweep or air hose all bays

8. Apparatus 25. Windows/Water front plants (31)

9. Exterior/ Sweep or air hose all bays 26. Apparatus/ Sweep or air hose all bays

10. Dusting/ Water front plants (31) 27. Exterior

11. Bathrooms/Kitchen/ Sweep or air hose all bays 28. Dusting /Water front plants (31)

12. Floors/ Sweep or air hose all bays 29. Bathrooms/Kitchen/ Sweep or air hose all bays

13. Windows/Waterfront plants (31) 30. Floors

14. ***Apparatus (Wax assigned unit for the month)*** 31. Windows/ Water front plants (31)

15. Exterior/ Sweep or air hose all bays

16. Dusting/Water front plants (31)

MONTHLY (the 14th) VEHICLE WAXING SCHEDULE:

**JANUARY FEBRUARY MARCH APRIL MAY JUNE JULY AUGUST**

Batt.31 Chiefs Veh. B-31 E-31 WT-31 E-231 Lil Pat Comm. Veh.

Utility 29 Air Unit B-29 E-29 Utility 29 Air Unit

**SEPTEMBER OCTOBER NOVEMBER DECEMBER**

Batt. 31 Chiefs Veh. B-31 E-31

B-29 E-29