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| **SUİTLERİN BULUNDUĞU BİNA ADI** | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **TEMİZLİK ALANI** | | | | **SUİTLER** | | | | **Zemin (Halılar)** | | | | **Kapı ve Cam Kolları, Priz ve Anahtar Düğmeleri** | | | | **Dağınıklıkların Toplanması** | | | | **Dolaplar** | | | | **Yatak Nevresimlerinin Yenilenmesi** | | | | **Toz Alma** | | | | **Banyo Temizliği** | | | | **Odanın Havalandırılması** | | | | **Tuvalet ve Lavabo Temizliği** | | | | | | **Temizliği Yapan** | | | | | | | | **Kontrol Eden** | | | | | | | |
| **SIKLIK / GÜN** | | | | **SUİT NO** | | | | **Haftada 1 Defa  +Gerektiğinde** | | | | **Günde 1 Defa  +Gerektiğinde** | | | | **Günde 1 Defa  +Gerektiğinde** | | | | **Günde 1 Defa  +Gerektiğinde** | | | | **Günde 1 Defa  +Gerektiğinde** | | | | **Günde 1 Defa  +Gerektiğinde** | | | | **Günde 1 Defa  +Gerektiğinde** | | | | **Günde 1 Defa  +Gerektiğinde** | | | | **Günde 3 Defa +Gerektiğinde** | | | | | | **Temizlik Personelinin** | | | | | | | | **Bina Sorumlusunun/Personelin** | | | | | | | |
| **TARİH / SAAT** | | | | **10:00** | | **14:00** | | **16:00** | | **Adı Soyadı** | | | | | **İmza** | | | **Adı Soyadı** | | | | | **İmza** | | |
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