

Month/Year: _____

Supply Storage Maintenance Log

Room: 060

Day	Weekly			Semi-Annually	Initials	Day
	Restock Incoming Supplies	Sweep & Sanitize Floor	Check Expiration Dates	Sanitize Room		
1						1
2						2
3						3
4						4
5						5
6						6
7						7
8						8
9						9
10						10
11						11
12						12
13						13
14						14
15						15
16						16
17						17
18						18
19						19
20						20
21						21
22						22
23						23
24						24
25						25
26						26
27						27
28						28
29						29
30						30
31						31

Operation Managers Initials

Date