

## 第二宿舍各寢室外公共區域責任區

# Responsibility Areas for Common Spaces Outside Each Room - Dormitory 2

### 說明 Note:

1. Cleaning duties for the common areas outside the rooms are assigned on a room-by-room basis. Each room is responsible for jointly completing one assigned common-area cleaning task.

Please refer to the last two digits of your room number to identify the corresponding cleaning area. For example:

- A111 Room → Responsible for Area "11"
- B124 Room → Responsible for Area "24"
- C156 Room → Responsible for Area "56"

2. Roommates should coordinate and divide the cleaning duties among themselves, and complete the cleaning of the assigned common area before moving out. Failure to complete the cleaning or meet the inspection standards will be recorded as a move-out inspection deficiency and a reinspection will be required.
3. The inspection time is not intended for cleaning. To avoid keeping your family or friends waiting, please thoroughly clean your personal and assigned common areas before the inspection to help expedite the move-out inspection process.
4. If you have any questions, please visit Teacher Lin at the 3rd Floor Office of the Management Center.

Room Number	Cleaning Tasks	Room Number	Cleaning Tasks
11	1st Floor Corridor (Sweep Floor)	35	3rd Floor Corridor and Ceiling of Stairway from 3rd to 4th Floor (Remove Cobwebs)
12	Stairway from 1st Floor to 2nd Floor (Sweep Floor)	36	Ceiling of Main Entrance Interior and Exterior (Remove Cobwebs)
13	1st Floor Water Dispenser and Floor Drain (Clean and Wipe)	41	4th Floor Corridor (Sweep Floor)
14	1st Floor Fire Safety Equipment and Stair Handrails from 1st to 2nd Floor (Wipe)	42	Stairway from 4th Floor to 5th Floor (Sweep Floor)
15	(清理蜘蛛網) Ceiling of 1st Floor Corridor and Stairway from 1st to 2nd Floor (Remove Cobwebs)	43	4th Floor Fire Safety Equipment and Stair Handrails from 4th to 5th Floor (Wipe)

21	2nd Floor Corridor (Sweep Floor)	44	4th Floor Corridor and Ceiling of Stairway from 4th to 5th Floor (Remove Cobwebs)
22	Stairway from 2nd Floor to 3rd Floor (Sweep Floor)	45	Elevator Interior (Wipe, Sweep)
23	2nd Floor Fire Safety Equipment and Stair Handrails from 2nd to 3rd Floor (Wipe)	46	6th Floor Laundry Room and Clothes Drying Area (Sweep Floor)
24	Ceiling of 2nd Floor Corridor and Stairway from 2nd to 3rd Floor (Remove Cobwebs)	51	5th Floor Corridor (Sweep Floor)
25	Area from the Inside of the Main Entrance to Under the Staircase (Sweep Floor)	52	Stairway from 5th Floor to 6th Floor (Sweep Floor)
26	Area from Outside the Main Entrance to the Sidewalk (Sweep Floor)	53	Water Dispensers and Floor Drains on 4th and 5th Floors (Clean and Wipe)
31	3rd Floor Corridor (Sweep Floor)	54	5th Floor Fire Safety Equipment and Stair Handrails from 5th to 6th Floor (Wipe)
32	Stairway from 3rd Floor to 4th Floor (Sweep Floor)	55	5th Floor Corridor and Ceiling of Stairway from 5th to 6th Floor (Remove Cobwebs)
33	Water Dispensers and Floor Drains on 2nd and 3rd Floors (Clean and Wipe)	56	6th Floor Laundry Room Equipment and Ceiling (Clean and Wipe)
34	3rd Floor Fire Safety Equipment and Stair Handrails from 3rd to 4th Floor (Wipe)		