Weekly Cleanout Policy

PURPOSE
In order to maintain a safe and orderly environment, certain areas within the Campbell Graduate Engineering Center (CGEC) must be completed cleared on a weekly basis.

POLICY STATEMENT
The following areas inside of the Campbell Graduate Engineering Center (CGEC) will be completed cleaned out every Friday at 3:30 PM:

- Floor 3R Lounge - Large Communal Refrigerator
- Floor 3R Lounge - Communal Mini-refrigerator
- Floor 4 Lounge – 2x Refrigerator/Freezer Units
- Floor 3R Copy Room #319A

Note that ALL items left inside of the refrigerators/freezers will be disposed of at this designated time. This includes leftover food, beverages, lunch boxes, storage containers, etc.

Additionally, any papers left on or around the copier/printer in copy room #319A will be disposed of (or shredded if the documents appear confidential) every Friday at 3:30 PM.

PUBLISHED LOCATION
Automotive Engineering Resources

REVISION HISTORY
- Originally Issued: 09/12/2022