

# New IIT Custodial Service Procedures



## Just in Time for Spring Cleaning!

IIT is introducing new custodial service procedures across campus beginning **April 27**. These procedures were piloted successfully on the 19th floor of the IIT Tower and are now ready for implementation.

**These changes are for office and cubicle areas only.**

**Waste removal schedules for IITRI, VanderCook, student housing, classrooms, conference rooms, kitchens, dining areas, restrooms, laboratories, and all other common areas will remain unchanged.**

### New procedures include:

- **New Waste Pickup Schedules for Offices and Cubicles:** Trash and recycling now will be picked up twice per week (to view the schedule for your building, visit [http://facilities.iit.edu/custodial\\_schedule.pdf](http://facilities.iit.edu/custodial_schedule.pdf)).
- **New Waste Pickup Procedures for Offices and Cubicles:** Place your trash and recycling bins outside your office door or cubicle entrance on the designated pickup days
- **New Food Waste Procedures:** Place food waste in common-area waste receptacles for regularly scheduled pickups

### Questions?

**Contact your building monitor:**

[http://facilities.iit.edu/bldg\\_monitors.shtml](http://facilities.iit.edu/bldg_monitors.shtml)

**Contact the Facilities Department:**

[facilities\\_helpdesk@iit.edu](mailto:facilities_helpdesk@iit.edu), 312.567.3320 or 312.567.3343