

## D-bar-A Scout Ranch Cabin and Campsite Cleanup Procedures

### CABINS ONLY

1. Remove all personal gear from the cabin.
2. Empty refrigerator, unplug, and leave doors open.
3. Wipe refrigerator and freezer clean with hot water (don't forget drawers and under the drawers).
4. Clean cooking range (stove) following instructions above the stove. Please do not turn off the gas. Ensure the pilot lights are still lit.
5. Sweep cobwebs from walls and windows.
6. When moisture is present on the windows they need to be wiped off. This prevents the moisture from rotting window frames.
7. Beds are not to be moved or separated. Moving the beds scrapes sealant from floor.
8. Turn mattresses over (top bunks first). Confirm there is nothing underneath.
9. Wipe off all tables and counters. (No sticky spots)
10. **Sweep floors clean, do not use brooms in water.**
11. **Mop the floor, change water often and clean mops.**
12. Dump dirty water outside.
13. Rinse floors thoroughly with clean water.
14. Leave no standing water.
15. Clean and rise mops and buckets thoroughly. Hang mops to dry.
16. Clean and rinse inside and outside of sinks and basins.

### CAMPSITES AND CABINS

17. **Latrine**
  - a. Sweep the floor and walls
  - b. Wipe down toilet seats and walls
  - c. Remove toilet paper. Rodents like to get into the toilet paper if it is there and cause a mess.
18. Pick up trash in campsite and parking lot (be thorough).
19. **All garbage and trash should be bagged and tied and placed at the road for pickup.** Please do not overfill the bag
20. Fill out cabin condition report / questionnaire in binder and submit to the Ranger when you check out.
21. NOTE: A \$25.00 refill charge will be assessed to your unit if the fire extinguisher is not in green "charged" area.

**Remember:** At least one person **MUST** remain at campsite until Ranger arrives and approves the condition of the site.

**"If the procedures are not followed, your unit will be assessed a \$50.00 cleaning fee.**

This building/campsite and equipment belongs to you. The way you leave it will reflect on you and your unit. Remember that "A Scout is clean".