

# CHECKLIST CAMPUS ENTRANCES



## DAILY CHECK

ARE ITEMS AVAILABLE & USABLE?	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Handwashing facility or sink					
Water and soap					
Hand sanitizer (if no handwashing facility)					
Temperature screen					
Remarks					
Date					
Time of checking					
NAME & SIGNATURE					

## WEEKLY CHECK

ARE POSTERS VISIBLE AT THE CAMPUS ENTRANCE?  
CHECK EVERY MONDAY / FIRST DAY OF THE WEEK

Make remarks, e.g. if items or posters are damaged.



YES  NO



YES  NO

Remarks

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Date

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Time of checking

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NAME & SIGNATURE

COMPLETED CHECKLIST VERIFIED BY:

STUDENT REPRESENTATIVE

COLLEGE HEAD

DATE SUBMITTED

