

Summary on Chapter 6

Housekeeping Inventories

The objective of this chapter is to know about the procedures used in cleaning the guest room, the various cleaning equipments used in hotels and pest control methods. Efficient cleaning and maintenance are dependent upon high-quality equipment, correctly using. Equipment used in the cleaning of surface, furniture and fittings in a hotel building include both manual and mechanical equipment. Manual equipment can include: Brushes which may be of different types such as: Hard brushes, Soft brushes and Scrubbing brushes. These brushes are further classified on the basis of their functions as: Toilet brushes, Bottle brushes, Cloth scrubbers, Deck scrubbers, carpet brushes, Upholstery brushes, Feather brushes and Flue brush. Brushes should be gently tapped on a hard surface to loosen dust and debris after the cleaning process. Frequent wash with water is avoidable since the brushes may lose some of their stiffness in this way. Brushes should be washed by beating the head up and down, with the bristles facing downwards.

Sweeping brooms consist of long bristles gathered and inserted into a handle. The bristles of a broom may be made of grass, corn or coconut fiber. Depending on the type, brooms may be used for removing dust or dirt in large areas.

Box Sweepers: These are also called carpet sweepers and are used for sweeping up dust and litter from soft floor coverings as well as rugs and carpets. Dry Mops are also called control mops; these are designed to remove soil and debris from floors, walls and ceilings without raising and dissipating dust. There are 4 principle types of dry mops: Mops with impregnated fringes, Impregnated mop sweepers, Static mops and disposable mops. Wet/damp mops: These mops are used in conjunction with buckets for the removal of dirt adhering to a surface. The mop heads can be made of cotton, sponge or any other fiber capable of absorbing moisture well. Damp mops are available as: Do-all mops, Kentucky mops, Foss mops and Sponge mops. Squeegee: it consists of a long metallic handle and a

wooden or rubber blade to remove excess water from a surface being cleaned. It is effective when followed by mopping with a damp mop.

Various cloths are used extensively in wet and dry cleaning by housekeeping staff. For efficient and correct usage, cloths may be color-coded and the staff well trained. Types of cloths are: Dusters and cloth mittens, Swab and wipes, Floor cloths, Scrim, Glass cloths, Rags and polishing cloths, Wet cloths, Chamois leather, Dust sheets, Durggets, Hearth and bucket cloths. Durggets are usually made of wool, or half wool and half silk or linen the term is now applied to a coarse fabric having a cotton warp and a wool filling, used for rugs, table cloths etc. hearth and bucket cloths are made up of thick fabrics and used to protect the carpet and flooring when a fireplace is being cleaned.

There are various types of containers which are used in housekeeping activities such as: Buckets, Dustpans, dustbins, sani-bins, spray bottles, polish applicator trays, hand caddies and various types of carts and trolleys.

The various pieces of mechanical equipment used in the housekeeping department are usually powered by electricity or gas. Vacuum cleaners remove debris and soil and/or water from a surface by suction. All vacuum cleaners work on the same operating principles.

Guest supply includes all items that are conducive to the guest's material comfort and convenience. They are sub divided into guest amenities, essentials, expendables and loan items.

Providing uniforms for hotel staff is one way of ensuring proper grooming, thereby reflecting the standard of the hotel and creating a good impression on the guest. To the employees, it is a status symbol, creating a sense of belonging and thereby boosting employee morale. Apart from the aesthetic appeal, uniforms are frequently designed to suit the task that is carried out