

APPROVED
 by the order of ANO HE "Innopolis University"
 as of _____ 2020
 № _____

_____ / Kirill V. Semenikhin

The list of toiletries, bedding items, their replacement terms and the cleaning services schedule at the residential complex of ANO HE "Innopolis University "

№	Description/ type of accomodation	Frequency of items replacement/provision of services			
		Students and staff of the University	Event participants (complex accommodation)	Professors and other persons arriving for up to 20 days	Other persons arriving for more than 20 days
Bedding Items					
1	Bed linen set (sheet, pillowcase, duvet cover)	Once a week	Once a week	Once every 4 days	Once every 6 days
2	Towel set (a bath towel, a hand towel)	Once a week	once a week or unless a more frequent change is requested	once every 4 days or unless a more frequent change is requested	once every 6 days or unless a more frequent change is requested
3	Mattress cover	Once a quarter	at the request of the resident	at the request of the resident	Once a quarter
4	Bedcover	Once a quarter	at the request of the resident	at the request of the resident	Once a quarter
5	Pillow	Once a quarter	at the request of the resident	at the request of the resident	Once a quarter
6	Blanket	Once a quarter	at the request of the resident	at the request of the resident	Once a quarter
Toiletries					
7	Toilet paper	provided once upon arrival	when necessary	when necessary	when necessary
8	Освежитель воздуха	provided once upon arrival	when necessary	when necessary	when necessary
9	Liquid soap	provided once upon arrival	when necessary	when necessary	when necessary
10	Shampoo (disposable packaging)	provided once upon arrival	provided once upon arrival	daily if necessary	at the request of the resident
11	Shower gel (a sachet)	provided once upon arrival	provided once upon arrival	daily if necessary	at the request of the resident
12	Dental kit (single-use packaging)	-	-	at the request of the resident	at the request of the resident
13	Comb (individually wrapped)	-	-	at the request of the resident	at the request of the resident
14	Slippers (individually wrapped)	-	-	at the request of the resident	at the request of the resident
Cleaning services					
15	Cleaning	according to the schedule	daily	daily	Once every 3 days