MTA NEW YORK CITY TRANSIT DIVISION OF STATION OPERATIONS JOB SELECTION PROGRAMS AND PICKS

STATION ENVIRONMENT AND OPERATIONS

STATION CLEANERS

SUMMER 2023

NORTH SCHEDULES BOOK

2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0001 Station North		2300 - 0700		2751
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	242 St	1	R197	2300 - 0100
*General Duties- see below				
*Major Duty "Floors"- see below	242 St	1	R197	0100 - 0200
*Major Duty Cleaning- see below	242 St	1	R197	0200 - 0300
Lunch	242 St	1	R197	0300 - 0330
*General Duties- see below	238 St	1	R196	0340 - 0500
*Major Duty "Floors"- see below	238 St	1	R196	0500 - 0600
	238 St 238 St	1	R196	0600 - 0650
*Major Duty Cleaning- see below Report Off Duty.	238 St 242 St	1	R190	0700 -
 *General Duties-Daily-Deodorize entire Station upon arrival & departing Station you are assigned to clean during your tour of duty Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.).Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Sweep/mop RTO facilities. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." *Major Duty Floors-Daily Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse nooms/refuse housings. *Major Duty Floors-Daily Remove dust balls and gum from floors. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Win: Scru				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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Date: 6/2/2023

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Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#	Но	urs		RC#
NC0002 Station North	230	0 - 0700		2751
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	231 St	1	R194	2300 - 0100
General Duties -see below				
Major Duty "Floors" -see below	231 St	1	R194	0100 - 0200
Major Duty "Cleaning"	231 St	1	R194	0200 - 0300
Lunch	231 St	1	R194	0300 - 0330
General Duties -see below	Marble Hill 225 St	1	R192	0340 - 0500
Major Duty "Floors" -see below	Marble Hill 225 St	1	R192	0500 - 0600
Major Duty "Cleaning"	Marble Hill 225 St	1	R192	0600 - 0650
Report Off Duty.	231 St	1	R194	0700 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scra around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe dow disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control are including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stain platform and outside areas (3 ft.) Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and r gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledg benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse re housings. Clean EFR and employee restrooms. Clean EL 184 & 185 "Decodorize the entire station upon arriving and departing each station you are assigned to clean during your tour *Major Duty Floors-Daily Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine f all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clea mop Elevator 184,185 *Major Duty Cleaning – Elevators 231 Street Daily- Clean and polish [ELE #s 184 & 185]. Remove gum. Sweep, mop, disinfect elevator floors. Wipe down in exterior panels/ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all elev station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. *Major Duty Cleaning – Daily 231 Street Mon: Supply Room- Tidy and organ	vn & eas rways, remove / landings. all urine ges and poms/refuse of duty." floors. Mop as ean and nterior and ators on			
 Tue/Thu: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty bottles. Wipe down Fire Extinguishers. Restock supplies. Wed/Fri: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty b Remove loose debris from refuse inserts and disinfect. *Major Duty Cleaning – Daily 225 Street Sun/Wed/Fri: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty b Remove loose debris from refuse inserts and disinfect. *Major Duty Cleaning – Daily 225 Street Sun/Wed/Fri: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and em Remove loose debris from refuse inserts and disinfect. Mon: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguisher Tue/Thu/Sat: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and err chemical bottles. Wipe down Fire Extinguishers. Restock supplies. 	y chemical boxes. pty boxes. rs.			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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Date: 6/2/2023

2023 STAC Summer Pick		Pick I	Effective Dat	e: 7/16/2023
Job#		Hours		RC#
NC0002A Station North		2300 - 0700		2751
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	Dyckman St	1	R186	2300 -
General Duties – see below	Dyckman St	1	R186	2300 - 0100
Major Duty "Floors" – see below	Dyckman St	1	R186	0100 - 0200
Major Duty "Cleaning"	Dyckman St	1	R186	0200 - 0300
Lunch	Dyckman St	1	R186	0300 - 0330
General Duties – see below	215 St	1	R190	0340 - 0500
Major Duty "Floors" – see below	215 St	1	R190	0500 - 0600
Major Duty "Cleaning" – see below	215 St	1	R190	0600 - 0650
Report of duty.	Dyckman St	1	R186	0700 -
 "General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETS/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigoon droppings from all ratilings, stairways, platform and outside areas (3 ft.) Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean EFR and employee restrooms. Clean Elevator 178 Operate Scrubber machine on Lower Mezzanine. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Floors-Daily Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. *Major Duty Cleaning - Elevators Dyckman St. Sat/Sun Clean & Polish Elevator 178 Mayor Duty Cleaning - Daily Remove, Disinfect & hose wash Emergency Stairway (Works with NHDC001) (0040-0140) R183-181 St. Clean, Sweep, Disinfect & hose wash Emergency Stairway (Works with NHDC006) (0230-0330) N13-168 St. Clean, Sweep, Disinfect & hose wash Emergency Stairway (Works with NHDC006) (0230-0330) N13-168 St. Clean, Sweep, Disinfect & hose wash Emergency Stairway (Works	e			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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Date: 6/2/2023

2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#	H	Hours		
NC0003 Station North	15		2755	
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	Bronx Park East	2 5	R326	1500 -
*General Duties- see below	Bronx Park East	2 5	R326	1500 - 1620
*Major Duty Cleaning	Bronx Park East	2 5	R326	1620 - 1720
*General Duties- see below	Pelham Pkwy	2 5	R328	1730 - 1900
Lunch	Pelham Pkwy	2 5	R328	1900 - 1930
*Major Duty Cleaning	Pelham Pkwy	2 5	R328	1930 - 2030
*Elevator Duties- see below	Pelham Pkwy	2 5	R328	2030 - 2130
*General Duties- see below	Bronx Park East	2 5	R326	2140 - 2300
Report Off Duty.	Bronx Park East	2 5	R326	2300 -
 *Note - In lieu Elevators out of service, listed General Duties will be performed *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, and platforms. Wipe down & disinfect all stairway handrai Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clea exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platforms, passageways, mezzanines, and outside areas (3 ft.). Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty. *Elevator Duties - Clean and polish ELE 136, 137 & 138. Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels(street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom. 	e			
 *Major Duty Cleaning- Sun: Stairways- Bucket wash all street stairways. Clean handrails and adjacent tile wall/fiberglass panels. Remove all stickers. Mon: Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall on Manhattan bound platform. Tue: Wipe down all digital panels, HPI Units, CAI, HEETS and MVM/MEM. Wed: Deck brush & disinfect all gutters/sanitary bases/platform ends as needed throughout the station Thu: Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Thu: Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall on Manhattan bound platform. Fri: Clean all windows, station sign, and benches. Sat: Stairways- Bucket wash all platform stairways. Clean handrails and adjacent tile wall/fiberglass panels. Remove all stickers. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date:			7/16/2023	
Job#		Hours		RC#	
NC0004 Station North		2300 - 0700		2751	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform	125 St	1	R174	2300 - 0045	
General Duties- see below					
Major Duty "Floors" -see below	125 St	1	R174	0045 - 0200	
Major Duty "Cleaning" -see below	125 St	1	R174	0200 - 0300	
Lunch	125 St	1	R174	0300 - 0330	
General Duties -see below	Various	Various	Various	0330 - 0600	
Work as assigned, must be HDC qualified	105 0		D 174	0.000 0.015	
Distribute Supplies	125 St	1	R174	0600 - 0645	
Report Off Duty.	125 St	1	R174	0700 -	
*General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Floors-Nightly					
Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings.*Major Duty Cleaning – 125 Street Sun:Clean Upper and Lower landings and polish Escalator 101 Clean Window ledges Clean Upper and Lower landings and polish Escalator 103 Clean Window ledges Tues:Clean Upper and lower landings and polish Escalator 103 Clean Window ledges Clean Upper and lower landings and polish Escalator 103 Clean Window ledges Clean Upper and lower landings and polish Escalator 102 Clean Window ledges Fri/Sat					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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Job# NC0004A Station North		Hours		
NC0004A Station North		nouro		RC#
		2300 - 0700		275
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	125 St	1	R174	2300 - 0100
Escalator Duties – Clean and Polish Escalator 101 (upper and lower landings) Clean Window ledges				
Escalator Duties - Clean and Polish Escalator 102 (upper and lower landings) Clean Window ledges	125 St	1	R174	0100 - 0300
Lunch	125 St	1	R174	0300 - 0330
General Duties -see below	145 St	1	R178	0340 - 0520
Major Duty Floor -see below	145 St	1	R178	0520 - 0600
Major Duty Cleaning -see below	145 St	1	R178	0600 - 0640
Report Off Duty.	125 St	1	R174	0700 -
 *General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Escalator Duties- Contact Elevator and Escalator Unit prior to cleaning, shutdown and restart, (212) 424-4497 Shutdown and clean [ESC]. Remove gum and damp mop upper and lower landings. Clean adpoish exterior and interior o Escalator panels. Clean adjacent tile walls. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and sinfect refuse nooms/refuse housings. *Major Duty Floors-Nightly Remove dust balls and floor. Wipe down Fire Extinguisher. Discard all debris and	e e			

Wipe down Fire Extinguishers. Restock supplies.

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0005 Station North		2300 - 0700		2751
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	79 St	1	R162	2300 - 0045
General Duties – see below				
Major Duty "Floors" – see below	79 St	1	R162	0045 - 0200
Major Duty "Cleaning" – see below	79 St	1	R162	0200 - 0300
Lunch	79 St	1	R162	0300 - 0330
General Duties – see below	157 St	1	R180	0345 - 0500
Major Duty "Floors" – see below	157 St	1	R180	0500 - 0600
Major Duty "Cleaning" – see below	157 St	1	R180	0600 - 0645
Report Off Duty.	79 St	1	R162	0700 -
 *General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.).Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. *Major Duty Cleaning Sun: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Mon: Suppl Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Tue: Scrubber Room- Deck wash walls and floor. Clean and organize the				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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Date: 6/2/2023

2023 STAC Summer Pick		Pick I	Effective Date	e: 7/16/2023
Job#		Hours		RC#
NC0006 Station North		2300 - 0700		2757
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report on Duty in Full Uniform.	14 St	123	R127	2300 - 0200
*General Duties- see below *Major Duty- see below	14 St	123	R127	0200 - 0300
Lunch	14 St	1 2 3	R127	0300 - 0330
*Major Duty "Floors"- see below	14 St	1 2 3	R127	0330 - 0500
**General Duties- see below	14 St	1 2 3	R127	0500 - 0700
REPORT OFF DUTY.	14 St	1 2 3	R127	0700 -
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairwayas. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty both trash, clean exterior both panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. 14th & 7th Avenue 123 Lines. L passageway to the set of railings in front of the IND signal door (opposite out-front AD panel 322-075. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Cleaning- Sun: Employee Toilets- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash can, sweep, mop and disinfect floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed Mon: Employee Facility Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator, microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguishers thu: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottes. Wipe down Fire Extinguisher	C			
 **Elevator Duties – Newly Construction @ 14th Street- Contract A37129 TBD Clean and polish [ELE #s]. Remove gum. Sweep, mop, disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators on station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom. *Major Duty Floors-Nightly 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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Date: 6/2/2023

2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0007 Station North		2300 - 0700		2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	South Ferry	1	R101	2300 - 0300
*General Duties-see below				
Lunch	South Ferry	1	R101	0300 - 0330
PERFORM DUTIES AT WHITEHALL ST "/R"	South Ferry	1	R101	0330 - 0430
*Escalator Duties-see below				
*General Duties-see below				
*General Duties-see below	South Ferry	1	R101	0430 - 0500
*Major Duties-see below (0530-0600)	South Ferry	1	R101	0500 - 0600
*General Duties-see below				
*General Duties-see below	South Ferry	1	R101	0600 - 0700
Report off duty.	South Ferry	1	R101	0700 -
 *General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including adjacent to the Staten Island Ferry entrance. Clean & disinfect Emergency Exit Stairwells (South-end Exit) crap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Escalator Duties- Clean & Polish ESC-312 Including interior & exterior including top & bottom landing plates, remove gum, stickers, & graffiti, and wipe down outer area walls and stainless steel panels. *Major Duty Cleaning- Sun: Clean Booth R101. Wipe booth glass inside & out. Wipe down & dust countertops and equipment. Sweep as needed. Empty trash bin. Wipe down/clean Deal Tray. Mon: Clean & Disinfect South Ferry Refuse Room Including Sweep, deck brush, mop, and remove all stains & drag marks. 				
Breakdown all empty boxes. Wipe down fire extinguisher. Clean/wipe down walls, as needed. Wed: Scrubber Room(s) - Organize room (discard unauthorized items. Remove items/equipment from in front of the eyewash unit. Etc.) Breakdown all empty boxes. Wipe down fire extinguisher. Sat: Employee Bathroom & EFR - Clean & disinfect. Sweep and mop; clean toilet, vanity, and sink. Empty trash bins. Clean walls, as needed.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0008 Station North		0700 - 1500		2751
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	242 St	1	R197	0700 - 0900
*General Duties -see below				
*Major Duty "Floors" -see below	242 St	1	R197	0900 - 1000
*Major Duty "Cleaning"-see below	242 St	1	R197	1000 - 1100
Lunch	242 St	1	R197	1100 - 1130
*General Duties -see below	242 St	1	R197	1130 - 1300
*Major Duty "Floors"-see below	242 St	1	R197	1300 - 1400
*Major Duty "Cleaning"-see below	242 St	1	R197	1400 - 1500
Report Off Duty.	242 St	1	R197	1500 -
 *General Duties-Daily-Deodorize entire Station upon arrival & departing Station you are assigned to clean during your tour of duty Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigcon droppings from all railings, stairways, platform and outside areas (3 ft.).Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." *Major Duty Floors-Daily Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse nooms/refuse housings. *Major Duty Cleaning- Sun: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Wie down Fire Extinguishers. Restock sup				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0008A Station North		0700 - 1500		2751
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	242 St	1	R197	0700 -
242nd Street- RTO Facilities Duties- see below	242 St	1	R197	0700 - 1000
242nd Street- RTO Facilities	242 St	1	R197	1000 - 1100
*Major Duty - see below Lunch	242 St	1	R197	1100 - 1130
240 St. Tower:	242 St	1	R197	1140 - 1400
*RTO Facilities Duties- see below				
240 St. Tower: *Major Duty - see below	242 St	1	R197	1400 - 1445
Report Off Duty.	242 St	1	R197	1500 -
*RTO Facilities and Offices Duties-Daily (242nd Street and 240th Street Tower) Sweep all stairs (leading to platform and street). Clean/Scrap 3ft around Tower area, and passageways. Wipe down & disinfect all stairway handrails. Remove all pigeon droppings from all railings, stairways to platform and outside areas (3 around. Empty, disinfect and clean all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills and drag marks from floors. Clean all Stainless Steel. Dust Ledges, Clean Windows throughout RTO Facilities. Clean all	5,			
porcelain fixtures. Clean All Offices (Dispatchers' Superintendent's, Tower): Clean desks, table tops, Quench unit, refrigerator and microway Sweep and mop floors, disinfect. Clean employee toilet inside of office. Empty all trash bins. Clean all rooms: crew room, lunch room, locker room. Wipe down all surfaces, including Quench machines, tables, and seats. Empty all trash cans, sweep, mop and disinfect floors. Clean and Disinfect All Toilets: Wipe down all surfaces- wa modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers, and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Empty all trash cans, sweep, mop, and disinfect floors. Replenish paper stock and soap restrooms as needed. RTO MUST PROVIDE OWN CLEANING AND PAPER STOCK SUPPLIES. **Remove all trash to refuse housing. ***Maintain availability of all toiletries.	alls,			
*Major Duty Cleaning: 242nd Street Facility (1000-1100); 240th Street Tower (1400-1445)				
Sun: Refuse Housing 240 St. Tower- Bucket Wash, and Discard all debris and empty boxes. Disinfect areas around hous Clean & Wax floors	ing			
Mon: Supply Room- Pickup and organize supply rooms. Remove empty boxes. Dust/Wipe down shelves top of Fire Extinguishers				
Tue: Bathroom Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies.				
Wed: Refuse Housing- 240 St. Tower- Bucket Wash, and Discard all debris and empty boxes. Disinfect areas around housing. Clean & Wax floors.				
Thu: Supply Room- Pickup and organize supply rooms. Remove empty boxes. Dust/Wipe down shelves top of Fire Extinguishers				
Fri: Bathroom Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies				
Sat: Refuse Housing 240 St. Tower- Bucket Wash, and Discard all debris and empty boxes. Disinfect areas around housin Clean & Wax floors.	ng			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0009 Station North		0700 - 1500		2751
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	238 St	1	R196	0700 - 0900
General Duties -see below				
Major Duty "Floors" -see below	238 St	1	R196	0900 - 1000
Major Duty "Cleaning" -see below	238 St	1	R196	1000 - 1100
Lunch	238 St	1	R196	1100 - 1130
General Duties -see below	231 St	1	R194	1140 - 1230
Elevator Duties – see below	231 St	1	R194	1230 - 1300
Major Duty "Floors" -see below	231 St	1	R194	1300 - 1400
Major Duty "Cleaning" – see below	231 St	1	R194	1400 - 1450
Report Off Duty	238 St	1	R196	1500 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform, and outside areas (3 ft.) Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refus housings. Clean EFR and employce restrooms. Clean EL 184 & 185 Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Floors-Daily Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. *Major Duty Cleaning – Daily 231 Street Daily: Clean & polish Elevators [# 184, 185]. Remove gum. Sweep, mop, disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators on station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. Mon: S	p d			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#	Но	urs		RC#
NC0009A Station North	070	0700 - 1500		
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform General Duties -see below	Marble Hill 225 St	1	R192	0700 - 0900
Major Duty Floors -see below	Marble Hill 225 St	1	R192	0900 - 1000
Major Duty Cleaning -see below	Marble Hill 225 St	1	R192	1000 - 1100
Lunch	Marble Hill 225 St	1	R192	1100 - 1130
General Duties -see below	215 St	1	R190	1140 - 1300
Major Duty Floors -see below	215 St	1	R190	1300 - 1400
Major Duty Cleaning -see below	215 St	1	R190	1400 - 1450
Report Off Duty	Marble Hill 225 St	1	R192	1500 -
around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refu housings. Clean EFR and employee restrooms. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." *Major Duty Floors-Daily Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mall stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect metas rooms/refu	ISC			
 *Major Duty Cleaning – Daily Sun: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Mon: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Tue: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Wed: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Thu: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Fri: Refuse Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Fri: Refuse Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Sti: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Sat: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. 	ve			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0010 Station North		0700 - 1500		2751
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	Dyckman St	1	R186	0700 - 0900
Major Duty "Floors" -see below	Dyckman St	1	R186	0900 - 1000
Major Duty "Cleaning" -see below	Dyckman St	1	R186	1000 - 1100
Lunch	Dyckman St	1	R186	1100 - 1130
General Duties -see below	207 St	1	R188	1140 - 1300
Major Duty "Floors" -see below	207 St	1	R188	1300 - 1400
Major Duty "Cleaning" -see below	207 St	1	R188	1400 - 1450
Report Off Duty.	Dyckman St	1	R186	1500 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refur housings. Clean EFR and employee restrooms. Clean Elevator 178 "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." *Major Duty Floors-Daily Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mo all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refus housings. *Major Duty Cleaning – Daily Dyckman St. Daily- *Elevator Duties - Clean and polish [ELE 178]. Remove gum. Sweep, mop, disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators on station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills	se pp 1			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0010A Station North		0700 - 1500		2751
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	191 St	1	R185	0700 - 0900
General Duties -see below Major Duty "Floors" -see below	191 St	1	R185	0900 - 0930
Elevator Duties- see below	191 St	1	R185	0930 - 1100
Lunch	191 St	1	R185	1100 - 1130
General Duties -see below	181 St	1	R183	1140 - 1300
Major Duty "Floors" -see below	181 St	1	R183	1300 - 1330
Elevator Duties- see below	181 St	1	R183	1330 - 1450
Report Off Duty.	191 St	1	R185	1500 -
around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refus housings. Clean EFR and employee restrooms. Clean All EL(103-110) "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." *Major Duty Floors-Daily Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mo all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refus housings. *Elevator Duties – Daily at 191 & 181 Street. Clean and polish [ALL ELEs]. Remove gum. Sweep, mop, disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators on station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills.	se op			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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b# 20011 Station North STRUCTIONS STATION SUnday-Saturday Dort On Duty In Full Uniform neral Duties – see below 2001 168 St 2001 168 St 2001 168 St 2001 168 St 2001 2001 2001 2001 2001 2001 2001 2001	Hours 0700 - 1500 LINE A C A C 1 1 1 1 1 A C A C	BOOTH N013 N013 R180 R180 R180	RC# 2751 HOURS 0700 - 0930 0930 - 1030 1040 - 1130
World Station North STRUCTIONS STATION Sunday-Saturday Station North Doort On Duty In Full Uniform 168 St neral Duties – see below 168 St jor Duty "Cleaning" – see below 168 St neral Duties – see below 157 St jor Duty "Floors" – see below 157 St an and disinfect EL 111, EL 112, EL 113 and EL 114 168 St an glass and wipe down stainless steel inside and outside. Sweep and Mop Floors. 168 St ap Mezzanine and Platform Areas. Sweep all Street Mezzanine Stairways. Empty and Disinfect all Trash Receptacles. 168 St an inside (chrome) of all receptacles. Empty trash in GSM/Supervisors office 168 St ort Off Duty. 168 St eneral Duties-Daily "1"Line 168 St	LINE A C A C 1 1 1 A C	N013 N013 R180 R180	HOURS 0700 - 0930 0930 - 1030
Sunday-Saturday port On Duty In Full Uniform 168 St neral Duties – see below 168 St jor Duty "Cleaning" – see below 168 St neral Duties – see below 157 St jor Duty "Floors" – see below 157 St nch 157 St an and disinfect EL 111, EL 112, EL 113 and EL 114 168 St an glass and wipe down stainless steel inside and outside. Sweep and Mop Floors. 168 St ap Mezzanine and Platform Areas. Sweep all Street Mezzanine Stairways. Empty and Disinfect all Trash Receptacles. 168 St port Off Duty. 168 St 168 St	A C A C 1 1 1 1 A C	N013 N013 R180 R180	0700 - 0930 0930 - 1030
bort On Duty In Full Uniform168 Stheral Duties – see below168 Stjor Duty "Cleaning" – see below168 Stheral Duties – see below157 Stjor Duty "Floors" – see below157 Stior Duty "Floors" – see below157 Stnch157 Stan and disinfect EL 111, EL 112, EL 113 and EL 114168 Stan glass and wipe down stainless steel inside and outside. Sweep and Mop Floors.168 Stap Mezzanine and Platform Areas. Sweep all Street Mezzanine Stairways. Empty and Disinfect all Trash Receptacles.168 Stan inside (chrome) of all receptacles. Empty trash in GSM/Supervisors office168 Stort Off Duty.168 St	A C 1 1 1 1 A C	N013 R180 R180	0930 - 1030
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Inch 157 St an and disinfect EL 111, EL 112, EL 113 and EL 114 168 St an glass and wipe down stainless steel inside and outside. Sweep and Mop Floors. 168 St ap Mezzanine and Platform Areas. Sweep all Street Mezzanine Stairways. Empty and Disinfect all Trash Receptacles. 168 St an inside (chrome) of all receptacles. Empty trash in GSM/Supervisors office 168 St port Off Duty. 168 St			
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an and disinfect EL 111, EL 112, EL 113 and EL 114 168 St an glass and wipe down stainless steel inside and outside. Sweep and Mop Floors. 168 St ap Mezzanine and Platform Areas. Sweep all Street Mezzanine Stairways. Empty and Disinfect all Trash Receptacles. 168 St an inside (chrome) of all receptacles. Empty trash in GSM/Supervisors office 168 St oort Off Duty. 168 St		11100	1200 - 1230
an glass and wipe down stainless steel inside and outside. Sweep and Mop Floors. Image: Comparison of the stainless steel inside and outside. Sweep and Mop Floors. ap Mezzanine and Platform Areas. Sweep all Street Mezzanine Stairways. Empty and Disinfect all Trash Receptacles. 168 St an inside (chrome) of all receptacles. Empty trash in GSM/Supervisors office 168 St bort Off Duty. 168 St eneral Duties-Daily "1"Line Image: Comparison of the state stat		N013	1240 - 1350
ap Mezzanine and Platform Areas. Sweep all Street Mezzanine Stairways. Empty and Disinfect all Trash Receptacles. 168 St an inside (chrome) of all receptacles. Empty trash in GSM/Supervisors office 168 St port Off Duty. 168 St eneral Duties-Daily "1"Line 168 St	A C	11015	1210 1550
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eneral Duties-Daily "1"Line			
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infect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas			
luding OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways,			
tform and outside areas (3 ft.) Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove			
n from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings.			
ck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine			
as. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and			
iches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse			
isings. Clean EFR and employee restrooms. Re-stock with soap, tissue and hand towel. Deodorize the entire station upon			
ving and departing each station you are assigned to clean during your tour of duty.			
Elevator Duties			
an and polish (elevators 111,112,113, and 114). Remove gum, sweep, mop, and disinfect elevator floors, wipe down			
erior and exterior panels/edges on all levels, (street, mezzanine, and platforms). Clean interior and exterior glass on all			
vators in the station. Remove debris from elevator door sills. Clean and wipe down the safety edge with dry rag from top			
pottom.			
aine Derter Flager - Deiler 1 line			
ajor Duty Floors – Daily 1 line			
nove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop			
stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as			
uired. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings.			
aior Duty Cleaning 168 Street & 157 Street			
ajor Duty Cleaning 168 Street & 157 Street			
n: Refuse Room SB- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes.			
nove loose debris from refuse inserts and disinfect.			
n: Scrubber Room-NB Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical			
tles. Wipe down Fire Extinguishers. Restock supplies			
e: Scrubber Room SB- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical			
tles. Wipe down Fire Extinguishers. Restock supplies.			
d: Refuse Room NB- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes.			
nove loose debris from refuse inserts and disinfect.			
a: Clean EFR – wipe down tables, benches and lockers. Sweep and mop floors. Clean refrigerator and microwave			
Clean Booth interior and exterior. Sweep and mop floor, wash walls and remove dust from ledges. Empty trash		1	1

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick			Pick I	Effective Date:	7/16/2023
Job#		Ηοι	irs		RC#
NC0012 Station North		0700 - 1500		2751	
INSTRUCTIONS		STATION	LINE	воотн	HOURS
	Sunday-Saturday				
Report On Duty In Full Uniform General Duties – see below		137 St City College	1	R176	0700 - 0950
Major Duty "Cleaning" – see below		137 St City College	1	R176	0950 - 1030
Lunch		137 St City College	1	R176	1030 - 1100
General Duties – see below		145 St	1	R178	1110 - 1300
Major Duty "Cleaning" – see below		145 St	1	R178	1300 - 1350
	eas. Sweep all Street and Mezzanine Stairways. Empty and Disinfect all Trash	137 St City College	1	R176	1400 - 1500
Report Off Duty.		137 St City College	1	R176	1500 -
disinfect all stairway handrails. Clean including OMNY validators. Wipe do platform and outside areas (3 ft.) Emp gum from floors. Remove all stains, s Deck brush and disinfect gutters, sanit areas. Clean interior of trash receptac benches. Remove graffiti, stickers, and housings. Clean EFR and employee re arriving and departing each station yo *Major Duty Floors - Daily	nezzanines, control areas, platforms, underpass, and passageways. Wipe down & and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas wn all digital ad panels. Remove all pigeon droppings from all railings, stairways, ty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove pills, and drag marks from platform and mezzanine floors. Mop all stairway landings. ary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine le base and remove stains on floor at base of trash receptacle. Clean all ledges and d sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse strooms. Re-stock with soap, tissue and hand towel. Deodorize the entire station upon a are assigned to clean during your tour of duty.				
all stairway landings. Deck brush and required. Disinfect all urine areas. Sar *Major Duty Cleaning 137 Street & 1 Sun: Refuse Room SB- Deck wash w Remove loose debris from refuse inse Mon: Scrubber Room-NB Deck wash bottles. Wipe down Fire Extinguishers Tue: Scrubber Room SB- Deck wash bottles. Wipe down Fire Extinguishers Wed: Refuse Room NB- Deck wash w Remove loose debris from refuse inse	alls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. tts and disinfect. walls and floor. Clean and organize the room. Discard all debris and empty chemical . Restock supplies walls and floor. Clean and organize the room. Discard all debris and empty chemical . Restock supplies. valls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. ts and disinfect.				
Thu: Clean EFR – wipe down tables,	benches and lockers. Sweep and mop floors. Clean refrigerator and microwave Sweep and mop floor, wash walls and remove dust from ledges. Empty trash				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0012A Station North		0700 - 1500		2751
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform General Duties – see below	125 St	1	R174	0700 - 0950
Major Duty "Cleaning" – see below	125 St	1	R174	0950 - 1030
Lunch	125 St	1	R174	1030 - 1100
General Duties – see below	103 St	1	R170	1110 - 1300
Major Duty "Cleaning" – see below	103 St	1	R170	1300 - 1350
Re-Scrap Mezzanine and Platform Areas. Sweep all Street and Mezzanine Stairways. Empty and Disinfect all Trash Receptacles	125 St	1	R174	1400 - 1500
Report Off Duty.	125 St	1	R174	1500 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landing Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urin areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/re housings. Clean EFR and employee restrooms. Re-stock with soap, tissue and hand towel. Deodorize the entire station up arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Floors - Daily Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. It all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. *Major Duty Cleaning 125 Street & 103 Street Sun: Refuse Room SB- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty chemic bottles. Wipe down Fire Extinguishers. Restock supplies Tue: Scrubber Room-NB Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemic bottles. Wipe down Fire Extinguishers. Restock supp	gs. le fuse pon Mop cal			
Tue: Scrubber Room SB- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemic	cal			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#	Н	RC#		
NC0013 Station North	07	00 - 1500		2751
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform General Duties – see below	116 St Columbia University	1	R173	0700 - 0950
Major Duty "Cleaning" – see below	116 St Columbia University	1	R173	0950 - 1030
Lunch	116 St Columbia University	1	R173	1030 - 1100
General Duties – see below	Cathedral Pkwy 110 St	1	R172	1110 - 1300
Major Duty "Cleaning" – see below	Cathedral Pkwy 110 St	1	R172	1300 - 1350
Re-Scrap Mezzanine and Platform Areas. Sweep all Street and Mezzanine Stairways. Empty and Disinfect all Trash Receptacles	116 St Columbia University	1	R173	1400 - 1500
Report Off Duty. *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refus housings. Clean EFR and employee restrooms. Re-stock with soap, tissue and hand towel. Deodorize the entire station upor arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Floors - Daily Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mo all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. *Major Duty Cleaning 116 Street & 110 Street Sun: Refuse Room SB- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies Tue: Scrubber Room NB- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical	e i p		R173	1500 -

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date:		7/16/2023	
Job#		Hours		RC#
NC0014 Station North		0700 - 1500		2751
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform General Duties – see below	96 St	123	R168A	0700 - 1000
Major Duty "Cleaning" – see below	96 St	1 2 3	R168A	1000 - 1100
Lunch	96 St	1 2 3	R168A	1100 - 1130
Major Duty "Floors" – see below	96 St	1 2 3	R168A	1130 - 1230
Clean and disinfect EL 145 and EL 146 Clean glass and wipe down stainless steel inside and outside. Sweep and Mop Floors. Clean and disinfect N/S/B underpass	96 St	1 2 3	R169	1230 - 1350
Scrap Mezzanine and Platform Areas. Sweep all Street Mezzanine Stairways. Empty and Disinfect all Trash Receptacles. Clean inside (chrome) of all receptacles	96 St	1 2 3	R169	1350 - 1500
Report Off Duty.	96 St	123	R169	1500 -
*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Elevator Duties Clean and polish (elevators 145 and 146). Remove gum, sweep, mop, and disinfect elevator floors, wipe down interior and exterior panels/edges on all levels, (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators in the				
 station. Remove debris from elevator door sills. Clean and wipe down the safety edge with dry rag from top to bottom. *Major Duty Floors - Daily Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. *Major Duty Cleaning Sun:. Clean Booth R169 interior and exterior including booth windows. Sweep and mop floor, wash walls and remove dust from ledges. Empty booth garbage. Clean all turnstiles. Mon: Clean Male and Female Locker Rooms. Clean locker tops. Sweep and mop floor Tue: Clean Male and Female Employee Toilet. Clean and disinfect toilet bowl and sink. Sweep and mop floors. Replenish toilet paper, soap and hand towel as needed. Empty trash in consolidated Facility Room. 				
Wed: Scrap and disinfect underpass area. Remove all stains, spills and drag marks on floor. Thurs: Clean and polish all turnstiles including the bottom of turnstiles. Wipe top of MVM's and MEM's. Fri: Clean Employee Restroom. Clean and disinfect toilet bowl and sink. Sweep and mop floors. Replenish toilet paper, soap and hand towel. Empty trash in consolidated Facility Room Sat: Mon: Clean Booth R168A interior and exterior. Sweep and mop floor, wash walls and remove dust from ledges. Clean Superintendent and Supervisor offices including bathroom. Empty all garbage.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick Effective Date:		
Job#		Hours		RC#
NC0015 Station North		0700 - 1500		275
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform General Duties – see below	72 St	123	R161B	0700 - 0950
Major Duty "Cleaning" – see below	72 St	1 2 3	R161B	0950 - 1030
Lunch	72 St	1 2 3	R161B	1030 - 1100
General Duties – see below	79 St	1	R162	1110 - 1350
Re-Scrap Mezzanine and Platform Areas. Sweep all Street and Mezzanine Stairways. Empty and Disinfect all Trash Receptacles	72 St	123	R161B	1400 - 1500
Report Off Duty.	72 St	1 2 3	R161B	1500 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETS/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landing Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refi housings. Clean EFR and employee restrooms. Re-stock with soap, tissue and hand towel. Deodorize the entire station up arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Floors - Daily Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. M all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. *Major Duty Cleaning 72 Street Sun: Refuse Room SB- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty chemica bottles. Wipe down Fire Extinguishers. Restock supplies Tue: Scrubber Room-NB Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemica bottles. Wipe down Fire Extinguishers. Restock supplies Tue:	al			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#	ŀ	lours		RC#
NC0015A Station North	0	0700 - 1500		2751
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform General Duties – see below	86 St	1	R164	0700 - 0950
Major Duty "Cleaning" – see below	86 St	1	R164	0950 - 1030
Lunch	86 St	1	R164	1030 - 1100
General Duties – see below	66 St Lincoln Center	1	R160	1110 - 1350
Re-Scrap Mezzanine and Platform Areas. Sweep all Street and Mezzanine Stairways. Empty and Disinfect all Trash	86 St	1	R164	1400 - 1500
Receptacles Report Off Duty.	86 St		R164	1500 -
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refu housings. Clean EFR and employee restrooms. Re-stock with soap, tissue and hand towel. Deodorize the entire station upo arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Floors - Daily Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mo all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. *Major Duty Cleaning 86 Street Sun: Refuse Room SB- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies Tue: Scrubber Room SB- Deck wash walls and floor. Clean and organize the room. Discard a	se n op			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0016 Station North		0700 - 1500		2761
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report on Duty in Full Uniform	50 St	1	R155	0700 -
*General Duties- see below	50 St	1	R155	0700 - 1000
*Major Duty- see below	50 St	1	R155	1000 - 1100
Lunch	50 St	1	R155	1100 - 1130
**General Duties- see below	50 St	1	R155	1130 - 1450
Report off duty.	50 St	1	R155	1500 -
disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
 *Major Duty Cleaning- Sun: Booth R155- Clean interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Sign Booth Major Duty Form. Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Mon: Refuse Room - Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Tue: Employee Toilets- Clean Men/Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffit and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Wed: Tile/Concrete Walls: Bucket Wash lower portion of Northbound platform including paid/unpaid mezzanine. Remove spit and shoe marks. Thu: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX. Fri: Scrubber Rooms- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. *Both Scrubber Rooms – Extra 45 minutes allowed to Major Duty Sat: Tile/Concrete Walls: Bucket Wash lower portion of Southbound platform including paid/unpaid mezzanine. Remove spit and shoe marks. 	<i>,</i>			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC	Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		H	ours		RC#
NC0017	Station North	07	/00 - 1500		2757
INSTRUCTIO	NS	STATION	LINE	воотн	HOURS
	Sunday-Saturday				
REPORT ON DU	JTY IN FULL UNIFORM.	Times Sq-42 St	123	R151	0700 - 1000
*General Duties-	see below				
*Major Duty- see		Times Sq-42 St	123	R151	1000 - 1100
Lunch		Times Sq-42 St	123	R151	1100 - 1130
**General Duties	- see below	Times Sq-42 St	123	R151	1130 - 1500
Report off duty.		Times Sq-42 St	123	R151	1500 -
passageways. Wip HEETs/HXT) in Outlets. Clean all stains, spills and only). Disinfect a stairways, platforn Sanitize all touch /7th Avenue Deoo of duty."	stairways including [40th /7Avenue]. Scrap all mezzanines, control areas, platforms, underpass, and be down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water ll urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, m and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. points. Clean EFR and employee restrooms. Clean and disinfect tower and employee bathroom at 40th dorize the entire station upon arriving and departing each station you are assigned to clean during your tour				
floors. Clean and Mon: Scrubber R bottles. Wipe dow Tue: Clean, disim Wed: Clean, disim Thu: Clean, disim Fri: RTO Tower. panels. Empty all MUST PROVIDI Sat: Booth- Clear Halon.	 aning-]. CSC Booths- Clean interior and exterior of booth. Clean all glass (booths and station entrance). Mop disinfect chairs in seating area. Wipe down all digital screens oom- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical vn Fire Extinguishers. Restock supplies. fect and polish all trash receptacles on southbound platforms and Mezz of R143 (40th and 7th Ave) ifect and polish all trash receptacles on northbound platforms and Mezz of R151 fect and polish all MVM, HEET's, turnstiles and chrome railings at R143 mezzanine area Clean all rooms: Wipe down all surfaces including Quench machines, tables and seats, toilet and modesty trash cans, sweep, mop and disinfect floors. Replenish paper stock and soap in restrooms as needed. RTO E OWN CLEANING AND PAPER STOCK SUPPLIES. a booth [booth R151] interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including 				
Clean and Polish panel/ledges on a Remove graffiti,	[ELE232,233] Remove gum. Sweep, mop and disinfect elevator floors. Wipe down interior and exterior Il levels (street, mezzanine and platforms). Clean interior and exterior glass on all elevators in the station. stickers and sticker/glue residue. Remove debris from elevator doors sills. Clean and wipe down the safety ag from top to bottom.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#	н	ours		RC#
NC0018 Station North	07	700 - 1500		2757
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
REPORT ON DUTY IN FULL UNIFORM.	Times Sq-42 St	1 2 3	R151	0700 - 1000
*General Duties- see below				
*Major Duty- see below	Times Sq-42 St	123	R151	1000 - 1100
LUNCH	Times Sq-42 St	123	R151	1100 - 1130
Sat/Sun: 1130-1200	Times Sq-42 St	1 2 3	R151	1130 - 1200
7-line Tower- Clean and disinfect				1100 1200
**General Duties- see below.	Times Sq-42 St	123	R151	1200 - 1500
REPORT OFF DUTY.	Times Sq-42 St	123	R151	1500 -
around all street stairways including [41st /7th Avenue NW & SW corners] ML5 to ML16 & ML20 to ML23. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR Disinfect Employees' Toilet at R145. Empty Trash Receptacles Between EL 232 and EL 233 On The Upper Mezzanine By R145. Sweep entire 41st Street Passageway from 7th Avenue to 8th Avenue- Clean and mop corridor of EFR. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty."				
Sun: Male & Female Locker Room Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator, microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguishers. Mon: Employee Toilets- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Tue: Scrubber Room- Mezzanine of R145 Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Wed: Employee Facility Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator, microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguishers. Fri: Scrubber Room- Lower Mezz- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies Sat: Booth Clean [booth R145] interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors.				
**Elevator Duties – Job 375 not covered: Clean and Polish [ELE #232, 233] Remove gum. Sweep, mop and disinfect elevator floors. Wipe down interior and exterior panel/ledges on all levels (street, mezzanine and platforms). Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker/glue residue. Remove debris from elevator doors sills. Clean and wipe down the safety edge with a dry rag from top to bottom.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#	Но	urs		RC#
NC0019 Station North	070	0 - 1500		2757
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
REPORT ON DUTY IN FULL UNIFORM.	34 St Penn Station	123	R138	0700 - 1100
*General Duties- see below				
*Major Duty- see below	34 St Penn Station	123	R138	1100 - 1200
Lunch	34 St Penn Station	123	R138	1200 - 1230
**General Duties- see below	34 St Penn Station	123	R138	1230 - 1500
Report off duty.	34 St Penn Station	123	R138	1500 -
*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Scrap R138 Mezzanine Island Platform and underpass to R135 to R137. Clean glass railings. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." *Major Duty Cleaning- Sun: Clean booth [Booth R138] interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halo Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Wed: Employee Facility Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator, microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguishers Fri: Office- Clean desks, table tops, Quench unit, refrigerator and microwave. Sweep and mop floors, disinfect. Clean employee toilet inside of office. Sat: Employee Toilets- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric and dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all grafiti and stickers including residue. Empty trash	n e			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023	
Job#	Hours			RC#	
NC0020 Station North	070	0 - 1500		2757	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
REPORT ON DUTY IN FULL UNIFORM.	34 St Penn Station	123	R138	0700 - 1100	
*General Duties- see below					
*Major Duty- see below	34 St Penn Station	123	R138	1100 - 1200	
LUNCH	34 St Penn Station	123	R138	1200 - 1230	
**General Duties- see below	34 St Penn Station	123	R138	1230 - 1500	
REPORT OFF DUTY.	34 St Penn Station	123	R138	1500 -	
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Clean underpass to R142 to R141. Clean glass railings Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." *Major Duty Cleaning- Sun: Clean booth [Booth R135] interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Wed: Stairways- Bucket Wash [Stairways]. Clean adjacent tile walls. Remove all stickers. Thu: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down Fire Extinguishers. Mezzanine nex to R138 and northbound platform near R141 Sat: Clean booth [Booth R141] interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. **Elevator Duties - Job 365 No Coverage Clean and Polish [ELE214, 215, 216, 618] Remove gum. Sweep, mop and disinfect elevator floors. Wipe down interior and exterior panel/ledges on all levats of state. Remove debris from elevator floo	t				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0021 Station North		0700 - 1500		2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty in full Uniform.	South Ferry	1	R101	0700 - 0930
PERFORM DUTIES AT WHITEHALL ST "R/W"				
*General Duties-see below				
Lunch	South Ferry	1	R101	0930 - 1000
*General Duties- see below	Franklin St	1	R117	1010 - 1450
*Major Duties-see below (1300-1330)				
Report Off Duty.	South Ferry	1	R101	1500 -
*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect, clean & polish all trash receptacles. Remove all stains, spills and drag marks on floor areas & spot mop. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
*Major Duty Cleaning-				
Sun: Clean Booth R117 interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon sensors and Fire Extinguishers. Remove all debris and Non-NYCT items from booth drawers.				
Mon: Scrubber Rooms - Deck wash walls and floor, wipe Fire Extinguisher, restock and organize supplies and equipment.				
Tue: Employee Facility Room - Deck wash walls and floors. Clean exterior of all surfaces including lockers. Clean interior/exterior of microwave, refrigerator and Quench Unit.				
Wed: Clean and disinfect refuse room/canister housing.				
Fri: Employee toilet - Deck wash walls and floors. Clean exterior of all surfaces including tissue and hand towel holders, mirror, hand dryer, sink, and commode. Replenish paper and soap.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0022 Station North		0700 - 1500		2757
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
REPORT ON DUTY IN FULL UNIFORM.	14 St	123	R127	0700 - 1000
*General Duties- see below				
*Major Duty- see below	14 St	123	R127	1000 - 1100
Lunch	14 St	123	R127	1100 - 1130
**General Duties- see below	18 St	1	R129	1140 - 1350
*Major Duty- see below	18 St	1	R129	1350 - 1450
Report off duty.	14 St	1 2 3	R127	1500 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employce restrooms. Deodorize the entire station upon arriving and departing eacl station you are assigned to clean during your tour of duty." *Major Duty Cleaning- Sun: Clean booth [Booth R127 & R129] interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Mon: Employee Facility Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator, microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguishers Tue: Refuse Housing-Wipe down exterior panel. Remove loose debris from housing floor. Bucket wash and disinfect housing. Wed: Supply Room- Tidy and organize supply rooms Thu: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies Fri: Employee Toilets - Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with t	h e			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0023 Station North		0700 - 1500		2757
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
REPORT ON DUTY IN FULL UNIFORM.	28 St	1	R133	0700 - 0930
*General Duties- see below				
*Major Duty- see below	28 St	1	R133	0930 - 1030
Lunch	28 St	1	R133	1030 - 1100
**General Duties- see below	23 St	1	R131	1110 - 1300
*Major Duty- see below	23 St	1	R131	1300 - 1400
**General Duties- see below	28 St	1	R133	1410 - 1500
Report off duty.	28 St	1	R133	1500 -
disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows a station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks o floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas disinfect gutters and sanitary bases. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing e station you are assigned to clean during your tour of duty."	on s,			
Sun: Clean booth [Booth R131 & R133] interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris.				
Mon: Employee Facility Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator, microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguisher	ers.			
Tue: Refuse Housing-Wipe down exterior panel. Remove loose debris from housing floor. Bucket wash and disinfect housing.				
Wed: Employee Toilets- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, elect hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Rem all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed.				
Thu: Scrubber Room/CTA Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empt chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies.	ty			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0024 Station North		0700 - 1500		2757
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
REPORT ON DUTY IN FULL UNIFORM.	Chambers St	123	R116	0700 - 1000
*General Duties- see below Note- If Job R/D NC0287 not covered- see below.				
*Major Duty- see below	Chambers St	123	R116	1000 - 1100
Lunch	Chambers St	123	R116	1100 - 1130
**General Duties- see below	Canal St	1	R119	1140 - 1300
*Major Duty- see below 336,337,338	Canal St	1	R119	1300 - 1400
**General Duties- see below	Chambers St	123	R116	1400 - 1500
Report off duty.	Chambers St	123	R116	1500 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows a station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks of floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine area disinfect gutters and sanitary bases. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing of station you are assigned to clean during your tour of duty." *Major Duty Cleaning- Sun: Clean booth [Booth R116 & R119] interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Mon: Employee Facility Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator, microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguishfue: Refuse Housing-Wipe down exterior panel. Remove loose debris from housing floor. Bucket wash and disinfect housing Wed: Supply Room- Tidy and organize supply rooms. Thu: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Fri: Employee Toilets- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electri	on s, each ers.			
all graffiti, stickers and sticker/ glue residue. **Elevator Duties Note- If Job R/D NC0287 not covered listed, General Duties will be performed. Clean and Polish [ELE#'s] Remove gum. Sweep, mop and disinfect elevator floors. Wipe down interior and exterior panel/ledges on all levels (street, mezzanine and platforms). Clean interior and exterior glass on all elevators in the static Remove graffiti, stickers and sticker/glue residue. Remove debris from elevator doors sills. Clean and wipe down the sa edge with a dry rag from top to bottom.	on.			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023	
Job#	F	lours		RC#	
NC0024A Station North	0700 - 1500			2757	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform.	Christopher St Sheridan Sq	1	R125	0700 - 1000	
*General Duties- see below		1	D125	1000 1100	
*Major Duty- see below	Christopher St Sheridan Sq		R125	1000 - 1100	
Lunch	Christopher St Sheridan Sq	1	R125	1100 - 1130	
**General Duties- see below	Houston St	1	R123	1140 - 1300	
*Major Duty- see below	Houston St	1	R123	1300 - 1400	
**General Duties- see below	Christopher St Sheridan Sq	1	R125	1400 - 1500	
Report off duty.	Christopher St Sheridan Sq	1	R125	1500 -	
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." *Major Duty Cleaning- Sun: Clean booth [Booth R125] interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all stickers. Tue: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Wed: Employee Facility Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator, microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguishers. Thu: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottle. Wipe down Fire Extinguishers and organize hore floors. Wipe down Fire Extinguishers. Fri: Employee Toilets- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, el					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0025 Station North		2300 - 0700		2757
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
REPORT ON DUTY IN FULL UNIFORM.	28 St	1	R133	2300 - 0200
*General Duties- see below				
*Major Duty- see below	28 St	1	R133	0200 - 0300
Lunch	28 St	1	R133	0300 - 0330
**General Duties- see below	23 St	1	R131	0340 - 0410
*Major Duty "Floors"- see below	23 St	1	R131	0440 - 0500
*Major Duty- see below	23 St	1	R131	0500 - 0600
**General Duties- see below	28 St	1	R133	0610 - 0700
Report off duty.	28 St	1	R133	0700 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." "Major Duty Cleaning- Sun: Scrubber Room/CTA Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies- Northbound platform Mon: Employee Facility Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator, microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguishers. Northbound platform Tue: Scrubber Room/CTA Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies- Southbound platform Wed: Employee Toilets- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep,				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0026 Station North		1500 - 2300		2751
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	242 St	1	R197	1500 - 1700
General Duties- see below	242 St	1	R197	1700 - 1800
Major Duty "Floors"- see below	242 St 242 St	1	R197	1800 - 1900
Major Duty Cleaning- see below	242 St 242 St	1	R197	1900 - 1930
Lunch		1	R197	1900 - 1930
General Duties- see below	238 St	1		
Major Duty "Floors"- see below	238 St	1	R196	2100 - 2200
Major Duty Cleaning- see below Report Off Duty.	238 St 242 St	1	R196 R197	2200 - 2250 2300 -
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.).Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refu housings. Clean EFR and employee restrooms. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." *Major Duty Floors-Daily Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mall stairway landings. Deck brush and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remov loose debris from refuse inserts and disinfect. Mon: Supply Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty chemical bottles. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remov loose debris from refuse inserts and disinfect. Mo: Supply Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty boxes. Remov loose debris from refuse inserts and disinfect. <	use op /e ve			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0026A Station North		1500 - 2300		2751
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	242 St	1	R197	1500 - 1700
RTO Facility/Dispatchers Office:				
General Duties- see below RTO Facility/Dispatchers Office:	242 St	1	R197	1700 - 1800
Major Duty Floors- see below	242 51	1	K197	1700 - 1800
RTO Facility/Dispatchers Office:	242 St	1	R197	1800 - 1900
Major Duty Cleaning- see below				
Lunch	242 St	1	R197	1900 - 1930
240 St. Tower:	242 St	1	R197	1940 - 2100
General Duties- see below				
240 St. Tower:	242 St	1	R197	2100 - 2200
Major Duty Floors- see below 240 St. Tower:	242 St	1	R197	2200 - 2250
Major Duty Cleaning- see below	242 51	1	K197	2200 - 2230
Report Off Duty.	242 St	1	R197	2300 -
*General Duties-Daily				
Inspect Tower, Dispatchers Office, RTO Facilities for unsanitary conditions and correct. Sweep all stairs (leading to				
platform, and street). Clean/Scrap 3ft around Tower area, and passageways. Wipe down & disinfect all stairway handrails. Remove all pigeon droppings from all railings, stairways to platform and outside areas (3 ft.) around. Empty, disinfect and				
clean all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from floors.				
Clean all Stainless Steels. Dust Ledges, Clean Windows throughout RTO Facilities. Clean and Disinfect All Employee				
Bathrooms. Clean and polish tops of tables and chairs.				
Remove all trash to refuse housing.				
Maintain availability of all toiletries. Deodorize the entire station upon arriving and departing each station you are assigned				
to clean during your tour of duty.				
*Major Duty Floors-Daily				
Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from floors and stairs. Clean all porcelain				
fixtures. Dispose refuse food and drinks left on tables and kitchen counters,				
Clean and disinfect areas around all refuse containers including housing 240 St. Tower.				
*Major Duty Cleaning-				
Sun: Refuse Housing 240 St. Tower- Bucket Wash, and Discard all debris and empty boxes. Disinfect areas around housing				
Clean & Wax floors.				
Mon: Supply Room- Pickup and organize supply rooms. Remove empty boxes. Dust/Wipe down shelves top of Fire				
Extinguishers.				
Tue: Bathroom Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies.				
Wed: Refuse Housing- 240 St. Tower- Bucket Wash, and Discard all debris and empty boxes. Disinfect areas around				
housing. Clean & Wax floors.				
Thu: Supply Room- Pickup and organize supply rooms. Remove empty boxes. Dust/Wipe down shelves top of Fire Extinguishers.				
Fri: : Bathroom Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical				
bottles. Wipe down Fire Extinguishers. Restock supplies.				
Sat: Refuse Housing 240 St. Tower- Bucket Wash, and Discard all debris and empty boxes. Disinfect areas around housing				
Clean & Wax floors.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0027 Station North		1500 - 2300		2751
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform General Duties – see below	Dyckman St	1	R186	1500 - 1700
Major Duty "Floors" – see below	Dyckman St	1	R186	1700 - 1800
Major Duty "Cleaning"	Dyckman St	1	R186	1800 - 1900
Lunch	Dyckman St	1	R186	1900 - 1930
General Duties – see below	215 St	1	R190	1940 - 2100
Major Duty "Floors" – see below	215 St	1	R190	2100 - 2200
Major Duty "Cleaning" – see below	215 St	1	R190	2200 - 2250
Report of duty.	Dyckman St	1	R186	2300 -
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap around all street stairways. Scrap all mezzanines, control areas, platforms, runderpass, and passageways. Wipe down disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEET/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairway platform and outside areas (3 ft.) Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and rem gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. More all stairway hand sticker/glue residue. Sanitize all touch points. Clean all tedges benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean all digital effect refuse room housings. Clean EFR and employee restrooms. Clean Elevator 178 *Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of a stray landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and mezzanine floor all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. **Elevator Duties Clean and polish (elevator 178). Remove gum, sweep, mop, and disinfect elevator floors, wipe down interior and expanels/deges on all levels, (street, mezzanine, and platforms). Clean interior glass on all elevators in the Remove debris from elevator door sills. Clean and wipe down the safety edge with dry rag from top to bottom. Sat/Sun and Wed/ Fri (elevator 178 Dyckman St. *Major Duty Cleaning – Daily Dyckman St. Mon: Supply Room- Deck	& ays, nove ndings. urine and ns/refuse duty." ors. Mop terior station. cal cal cal Remove			
loose debris from refuse inserts and disinfect. Thu: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemi bottles. Wipe down Fire Extinguishers. Restock supplies. Fri: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. R loose debris from refuse inserts and disinfect. Sat: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemic bottles. Wipe down Fire Extinguishers. Restock supplies	emove			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date	e: 7/16/2023	
Job#	Но	urs		RC#	
NC0027A Station North	150	0 - 2300		2751	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform General Duties- see below	231 St	1	R194	1500 - 1700	
Major Duty "Floors" – see below	231 St	1	R194	1700 - 1800	
Major Duty "Cleaning"	231 St	1	R194	1800 - 1900	
Lunch	231 St	1	R194	1900 - 1930	
General Duties – see below	Marble Hill 225 St	1	R192	1940 - 2100	
Major Duty "Floors" – see below	Marble Hill 225 St	1	R192	2100 - 2200	
Major Duty "Cleaning" – see below	Marble Hill 225 St		R192	2200 - 2250	
Report of duty.	231 St	1	R194	2300 -	
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETS/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employce restrooms. Clean EL 184 & 185 Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Floors-Daily Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean and mop Elevator 184,185 *Major Duty Cleaning – Elevators 231 Street *Major Duty Cleaning – Daily 231 Street Mon: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Tex: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Dis					
 Sun: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove oose debris from refuse inserts and disinfect. Mon: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Fue: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Wed: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove oose debris from refuse inserts and disinfect. Thu: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty boxes. Remove oose debris from refuse inserts and disinfect. Thu: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Fri: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Fri: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove bottles. Wipe down Fire Extinguishers. Restock supplies. 	,				
loose debris from refuse inserts and disinfect. Sat: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies.					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick B	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0028 Station North		1500 - 2300		2751
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	191 St	1	R185	1500 - 1700
General Duties – see below Major Duty "Floors" – see below	191 St	1	R185	1700 - 1800
Major Duty "Floors" – see below Major Duty "Cleaning"	191 St	1	R185	1800 - 1900
Lunch	191 St	1	R185	1900 - 1930
General Duties – see below	191 St	1	R185	1930 - 2100
Major Duty "Floors" – see below	191 St	1	R185	2100 - 2200
Major Duty "Pleons" see below Major Duty "Cleaning" – see below	191 St	1	R185	2200 - 2300
Report off duty.	191 St	1	R185	2300 -
*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Clean Elevator 103,104,105,106 "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." *Major Duty Floors-Daily Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse housings. Clean and Mop Elevator floor 103,104,105,106				
**Elevator Duties- Daily 191 St Sat/ Sun and Wed/ Fri Clean and polish (elevator 103,104,105,106). Remove gum, sweep, mop, and disinfect elevator floors, wipe down interior and exterior panels/edges on all levels, (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators in the station. Remove debris from elevator door sills. Clean and wipe down the safety edge with dry rag from top to bottom. *Major Duty Cleaning – Daily 191 St				
*Major Duty Cleaning – Daily 191 St. Mon: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Tue: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Thu: Refuse Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date	e: 7/16/2023
Job#		Hours		RC#
NC0028A Station North		1500 - 2300		2751
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform General Duties – see below	181 St	1	R183	1500 - 1700
Major Duty "Floors" – see below	181 St	1	R183	1700 - 1800
Major Duty "Cleaning" – see below	181 St	1	R183	1800 - 1900
Lunch	207 St	1	R188	1900 - 1930
General Duties	207 St	1	R188	1940 - 2100
Major Duty "Floors" – see below	207 St	1	R188	2100 - 2200
Major Duty "Cleaning" – see below	207 St	1	R188	2200 - 2250
Report Off Duty.	181 St	1	R183	2300 -
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETS/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigoon droppings from all ratilings, stairways, platform and outside areas (3 ft.) Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, saniary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffit, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Clean Elevator 107,108,109,110. **Deodorize the entire station upon arriving and departing each station you are assigned to clean ADA tactle as required. Disinfect all urine areas. Sanitize all touch points. Clean and platform ends. Spot clean ADA tactle as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean and Polish (elevator 107,108,109,110). **Elevator Duties- Elevators 181 St Sa/San and Wed/Fri Clean and polish (elevator 107,108,109,110). Remove gum, sweep, mop, and disinfect elevator floors, wipe down interior and exterior gales of all levels; (street, mezzanine, and platforms). Clean interior and exterior gales on all elevators in the station. Remove debris from cleavator door sills. Clean and organize the room. Discard all debris and empty chemical bottom.<td></td><td></td><td></td><td></td>				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0028B Station North		1500 - 2300		2751
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	168 St	A C	N013	1500 -
General Duties – see below (A line)	168 St	A C	N013	1500 - 1830
Lunch	168 St	A C	N013	1830 - 1900
Elevator Duties – see below (A line)	168 St	A C	N013	1900 - 2100
Mop and Empty Garbage from RTO Facilities and Dispatchers Office	168 St	A C	N013	2110 - 2200
Scrap Mezzanine and Platform Areas. Sweep all Street Mezzanine Stairways. Empty and Disinfect all Trash Receptacles	168 St	A C	N013	2200 - 2300
Report Off Duty.	168 St	A C	N013	2300 -
around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
***RTO Facilities Duties Clean all offices: Dispatcher, Superintendent, Tower. Clean all rooms: crew room, lunch room, locker room, and women/men restrooms. Wipe down all surfaces including Quench machines, tables and seats. Clean and disinfect toilets, Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Empty all trash cans, sweep, mop and disinfect floors. Replenish paper stock and soap in restrooms as needed. RTO MUST PROVIDE OWN CLEANING AND PAPER STOCK SUPPLIES.				
***Elevator Duties- EL139, EL140, EL141 Remove gum. Sweep, mop, disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels- street, mezzanine and platforms. Clean interior and exterior glass on all elevators on station. Remove graffiti, stickers and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		7/16/2023			
Job#	Но	urs		RC#	
NC0029 Station North	150	275			
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform. General Duties – see below	137 St City College	1	R176	1500 - 1730	
Major Duty "Cleaning" – see below	137 St City College	1	R176	1730 - 1800	
Lunch	137 St City College	1	R176	1800 - 1830	
General Duties – see below	145 St	1	R178	1840 - 2045	
Major Duty "Cleaning" – see below	137 St City College	1	R176	2045 - 2115	
Re-Scrap Mezzanine and Platform Areas. Sweep all Street and Mezzanine Stairways. Empty and Disinfect all Trash Receptacles	137 St City College	1	R176	2125 - 2300	
Report off duty.	137 St City College	1	R176	2300 -	
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refus housings. Clean EFR and employee restrooms. Re-stock with soap, tissue and hand towel. Deodorize the entire station upor arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Floors - Daily Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mc all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. *Major Duty Cleaning 137 Street & 145 Street Sun: Refuse Room SB- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies Tue: Scrubber Room SB- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers.	se n op				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0029A Station North		1500 - 2300		2751
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform. General Duties – see below	125 St	1	R174	1500 - 1730
Major Duty "Cleaning" – see below	125 St	1	R174	1730 - 1800
Lunch	125 St	1	R174	1800 - 1830
General Duties – see below	157 St	1	R180	1840 - 2045
Major Duty "Cleaning" – see below	157 St	1	R180	2045 - 2120
Re-Scrap Mezzanine and Platform Areas. Sweep all Street and Mezzanine Stairways. Empty and Disinfect all Trash Receptacles	125 St	1	R174	2130 - 2300
Report off duty.	125 St	1	R174	2300 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETS/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refus housings. Clean EFR and employee restrooms. Re-stock with soap, tissue and hand towel. Deodorize the entire station upor arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Floors - Daily Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mo all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. *Major Duty Cleaning 125 Street & 157 Street Sun: Refuse Room/Housing SB- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies Tue: Scrubber Room SB- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Exting	e i p			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#	Но	ours		RC#
NC0029B Station North	15	00 - 2300		2751
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform. General Duties– see below	116 St Columbia University	1	R173	1500 - 1730
Major Duty Cleaning- see below	116 St Columbia University	1	R173	1730 - 1800
Lunch	116 St Columbia University	1	R173	1800 - 1830
General Duties- see below	79 St	1	R162	1840 - 2045
Major Duty Cleaning- see below	79 St	1	R162	2045 - 2120
Re-Scrap Mezzanine and Platform Areas. Sweep all Street and Mezzanine Stairways. Empty and Disinfect all Trash Receptacles	116 St Columbia University	1	R173	2130 - 2300
Report off duty.	116 St Columbia University	1	R173	2300 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landing Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/ref housings. Clean EFR and employee restrooms. Re-stock with soap, tissue and hand towel. Deodorize the entire station up arriving and departing each station you are assigned to clean during your tour of duty.	ùse			
*Major Duty Floors - Daily Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. M all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings.	Лор			
 *Major Duty Cleaning 116 Street & 79 Street Sun: Refuse Room/Housing SB- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Mon: Scrubber Room-NB Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemica bottles. Wipe down Fire Extinguishers. Restock supplies Tue: Scrubber Room SB- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemica bottles. Wipe down Fire Extinguishers. Restock supplies Weed: Refuse Room/Housing NB- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Thu: Clean EFR – wipe down tables, benches and lockers. Sweep and mop floors. Clean refrigerator and microwave Fri: Clean Booth interior and exterior. Sweep and mop floor, wash walls and remove dust from ledges. Empty trash 	al			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC	Summer Pick		Pick I	Effective Date:	7/16/2023	
Job#			Hours		RC#	
NC0030	Station North		1500 - 2300		275	
INSTRUCTION	NS	STATION	LINE	воотн	HOURS	
	Sunday-Saturday					
Report On Duty I General Duties –		96 St	123	R168A	1500 - 1800	
	Garbage from RTO Facilities and Dispatchers Office	96 St	123	R168A	1800 - 1830	
Lunch		96 St	123	R168A	1830 - 1900	
Major Duty "Floo	rs" – see below	96 St	123	R168A	1900 - 2020	
Major Duty "Floo		96 St	123	R168A	2020 - 2050	
5 7	and Platform Areas. Sweep all Street Mezzanine Stairways. Empty and Disinfect all Trash Receptacles	96 St	123	R168A	2050 - 2300	
Report Off Duty.	and Flationin Areas. Sweep an Street Wezzahne Stan ways. Empty and Disinfect an Trash Receptacies	96 St	1 2 3	R168A	2300 -	
including OMNY platform and outsi gum from floors. Deck brush and d areas. Clean inter benches. Remove housings. Clean E assigned to clean *Major Duty Floo Remove dust balls all stairway landir required. Disinfec	s and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Morneys. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as t all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings.					
Remove loose deb Mon: Scrubber Ro bottles. Wipe dow Tue: Scrubber Ro bottles. Wipe dow Wed: Refuse Roo Remove loose deb Thu: Scrubber Ro empty chemical b Fri: Clean Booth I Sat: Scrubber Roo	ning n SB- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Dom-NB Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical on Fire Extinguishers. Restock supplies om SB- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical on Fire Extinguishers. Restock supplies. m NB- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Dris from refuse inserts and disinfect. om-R168 Mezzanine Deck wash walls and floor. Clean and organize the room. Discard all debris and ottles. Wipe down Fire Extinguishers. Restock supplies. R169 interior and exterior. Sweep and mop floor, wash walls and remove dust from ledges. om-R168A Mezzanine Deck wash walls and floor. Clean and organize the room. Discard all debris and ottles. Wipe down Fire Extinguishers. Restock supplies.					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023	
Job#	н	ours		RC#	
NC0030A Station North	1:	500 - 2300		2751	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform General Duties- see below	Cathedral Pkwy 110 St	1	R172	1500 - 1730	
Major Duty Cleaning- see below	Cathedral Pkwy 110 St	1	R172	1730 - 1800	
Lunch	Cathedral Pkwy 110 St	1	R172	1800 - 1830	
General Duties- see below	103 St	1	R170	1840 - 2045	
Major Duty Cleaning- see below	103 St	1	R170	2045 - 2115	
Re-Scrap Mezzanine and Platform Areas. Sweep all Street and Mezzanine Stairways. Empty and Disinfect all Trash Receptacles	Cathedral Pkwy 110 St	1	R172	2125 - 2300	
Report Off Duty.	Cathedral Pkwy 110 St	1	R172	2300 -	
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landid Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all uri areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges an benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/r housings. Clean EFR and employee restrooms. Re-stock with soap, tissue and hand towel. Deodorize the entire station to arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Floors - Daily Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and platform and mezzanine floors. all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse housings.	, e ngs. ine d refuse upon				
 Major Duty Cleaning 110 Street & 103 Street Sun: Refuse Room/Housing SB- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empt boxes. Remove loose debris from refuse inserts and disinfect. Mon: Scrubber Room-NB Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chem bottles. Wipe down Fire Extinguishers. Restock supplies Tue: Scrubber Room SB- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chem bottles. Wipe down Fire Extinguishers. Restock supplies Wed: Refuse Room/Housing NB- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty chem boxes. Remove loose debris from refuse inserts and disinfect. Thu: Clean EFR – wipe down tables, benches and lockers. Sweep and mop floors. Clean refrigerator and microwave Fri: Clean Booth interior and exterior. Sweep and mop floor, wash walls and remove dust from ledges. Empty trash Sat: Clean and organize supply room. Discard empty boxes 	nical				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick Pick Effective Date:		7/16/2023	
	Hours		RC#
	1500 - 2300		2751
STATION	LINE	воотн	HOURS
168 St	A C	N013	1500 -
168 St	A C	N013	1500 - 1700
168 St	A C	N013	1700 - 1800
168 St	A C	N013	1800 - 1900
168 St	A C	N013	1900 - 1930
168 St	A C	N013	1930 - 2100
168 St	A C	N013	2100 - 2200
168 St	A C	N013	2200 - 2300
168 St	A C	N013	2300 -
	STATION 168 St 168 St	168 St A C 168 St A C	1500 - 2300 STATION LINE BOOTH 168 St A C N013 168 St A C N013

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0031 Station North		1500 - 2300		2751
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform General Duties – see below	86 St	1	R164	1500 - 1730
Major Duty "Cleaning" – see below	86 St	1	R164	1730 - 1800
Major Duty "Cleaning" – see below	86 St	1	R164	1800 - 1830
General Duties – see below	72 St	123	R161B	1840 - 2045
Major Duty "Cleaning" – see below	72 St	1 2 3	R161B	2045 - 2115
Re-Scrap Mezzanine and Platform Areas. Sweep all Street and Mezzanine Stairways. Empty and Disinfect all Trash Receptacles.	86 St	1	R164	2125 - 2300
Report of duty.	86 St	1	R164	2300 -
*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Re-stock with soap, tissue and hand towel. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Floors - Daily Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. *Major Duty Cleaning 86 Street & 72 Street Sun: Refuse Room SB- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies Tue: Scrubber Room-NB Deck wash walls and floor. Clean and organize the room. Discard al				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#	F	lours		RC#
NC0031A Station North	1500 - 2300			2751
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform General Duties – see below	66 St Lincoln Center	1	R160	1500 - 1800
Major Duty "Cleaning" – see below	66 St Lincoln Center	1	R160	1800 - 1845
Lunch	66 St Lincoln Center	1	R160	1845 - 1915
Major Duty "Floors" – see below	66 St Lincoln Center	1	R160	1915 - 2100
Re-Scrap Mezzanine and Platform Areas. Sweep all Street and Mezzanine Stairways. Empty and Disinfect all Trash Receptacles including chrome.	66 St Lincoln Center	1	R160	2100 - 2300
Report off duty.	66 St Lincoln Center	1	R160	2300 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Re-stock with soap, tissue and hand towel. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Floors - Daily Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform ends. Spot clean ADA tactile as required loors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required as required at the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Floors - Daily Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. *Major Duty Cleaning				
 Sun: Refuse Room SB- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Mon: Scrubber Room-NB Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies Tue: Scrubber Room SB- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies Wed: Refuse Room NB- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Thu: Clean EFR – wipe down tables, benches and lockers. Sweep and mop floors. Clean refrigerator and microwave Fri: Clean Booth interior and exterior. Sweep and mop floor, wash walls and remove dust from ledges. Empty trash Sat: Clean and organize supply room. Discard empty boxes 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick Pick Effective Date		Effective Date:	7/16/2023	
Job#	H	RC#		
NC0032 Station North	15	500 - 2300		2761
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	59 St Columbus Circle	1	R158	1500 - 1730
*General Duties- see below *General Duties- see below	50 St	1	R155	1740 - 1900
Lunch	50 St	1	R155	1900 - 1930
**General Duties; *Bathroom Duties	59 St Columbus Circle	1	R158	1940 - 2300
Report off duty.	59 St Columbus Circle	1	R158	2300 -
*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs in the R155 and R158 Mezzanine paid/unpaid control areas, southbound and northbound platforms, mezzanine, and street. Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, southbound and northbound platforms. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty R158 and R155 booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC	C Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		н	ours		RC#
NC0033	Station North	15	500 - 2300		2757
INSTRUCTIO	ONS	STATION	LINE	воотн	HOURS
	Sunday-Saturday				
REPORT ON I	DUTY IN FULL UNIFORM.	Times Sq-42 St	123	R151	1500 - 1900
*General Duties	s- see below				
*Major Duty- s	ee below	Times Sq-42 St	123	R151	1900 - 2000
LUNCH		Times Sq-42 St	123	R151	2000 - 2030
**General Duti	es- see below	Times Sq-42 St	123	R151	2030 - 2300
REPORT OFF	DUTY.	Times Sq-42 St	123	R151	2300 -
passageways. W HEETs/HXT) in Outlets. Clean a stains, spills and only). Disinfect stairways, platfo Sanitize all touc	t stairways including [40th /7Avenue]. Scrap all mezzanines, control areas, platforms, underpass, and Vipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, n control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all d drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use wate all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, orm and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue resic ch points. Clean EFR and employee restrooms. Clean and disinfect tower and employee bathroom at 40th eodorize the entire station upon arriving and departing each station you are assigned to clean during your	l pr lue.			
Sun: Scrubber I bottles. Wipe de Mon: Scrubber bottles. Wipe de Tue: Clean, dis Wed: Clean, dis Thu: Clean, dis Fri: RTO Towe panels. Empty a MUST PROVII	Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical own Fire Extinguishers. Restock supplies. Mezzanine control area R143 Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical own Fire Extinguishers. Restock supplies. Northbound platform infect and polish all trash receptacles on southbound platforms and Mezz of R143 (40th and 7th Ave) sinfect and polish all trash receptacles on northbound platforms and Mezz of R151 infect and polish all MVM, HEET's, turnstiles and chrome railings at R143 mezzanine area. r. Clean all rooms: Wipe down all surfaces including Quench machines, tables and seats, toilet and modes all trash cans, sweep, mop and disinfect floors. Replenish paper stock and soap in restrooms as needed. R' DE OWN CLEANING AND PAPER STOCK SUPPLIES. coom- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical				
Clean and Polis panel/ledges on Remove graffiti	ies – Job 375 not covered: sh [ELE's 232, 233] Remove gum. Sweep, mop and disinfect elevator floors. Wipe down interior and exter all levels (street, mezzanine and platforms). Clean interior and exterior glass on all elevators in the statio i, stickers and sticker/glue residue. Remove debris from elevator doors sills. Clean and wipe down the safe r rag from top to bottom.	n.			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#	н	ours		RC#
NC0034 Station North	15	500 - 2300		2757
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Times Sq-42 St	123	R151	1500 - 1930
*General Duties- see below				
*Major Duty- see below	Times Sq-42 St	123	R151	1930 - 2030
Lunch	Times Sq-42 St	123	R151	2030 - 2100
**General Duties- see below	Times Sq-42 St	1 2 3	R151	2100 - 2300
Report off duty.	Times Sq-42 St	123	R151	2300 -
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including ML20, ML16, ML20, ML 23]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDI Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth wind (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stativays, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffit, sitckers, and sticker residue. Sanitize all touch points. Clean EFR and employee restrooms. Scrap, clean and disinfect 41st passageway from avenue to 8th Avenue. Clean and mop corridor of EFR. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." *Major Duty Cleaning- Sun: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Iver Mezzanine of 7 Line Moni Strubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. 7-line island platform. Tue: Employee Toilets - Clean Men and Women's: Wipe down all surfaces walls, modesty panels, vanity mirrors, elect hand dryers (if equipped) dispensers and holders. Clean sinks and flaucets. Clean commodes with toilet bowl brush. Rer all grafiti and stickers including residue. Empty trash cans	NY ows r/glue 7th 1 tric nove hers. or, hers.			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023	
Job#	Но	Hours			
NC0035 Station North	150	0 - 2300		2757	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform.	34 St Penn Station	123	R138	1500 - 1800	
*General Duties- see below					
*Major Duty- see below	34 St Penn Station	123	R138	1800 - 1900	
Lunch	34 St Penn Station	123	R138	1900 - 1930	
**General Duties- see below	34 St Penn Station	123	R138	1930 - 2300	
Report Off Duty.	34 St Penn Station	123	R138	2300 -	
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows a station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks of floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine area disinfect gutters and sanitary bases. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Scrap R138 Mezzanine Island Platform and underpass to R135 to R137. Clean glass railings. Deodorize the entire station upon arriving and departing each station you are assign to clean during your tour of duty." *Major Duty Cleaning- Sun: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Rer loose debris from refuse inserts and disinfect. Mon: Office- Clean desks, table tops, Quench unit, refrigerator and microwave. Sweep and mop floors, disinfect. Clean employee toilet inside of office. Tue: Stairways- Bucket Wash [stairways]. Clean adjacent tile walls. Remove all stickers. Wed: Employee Facility Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator, microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguish Thu: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguish Thu: Scrubber Room- Deck wash walls and floor. Cle	on is, ned move				
employee toilet inside of office. Sat: Employee Toilets- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Ren all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed.					
**Elevator Duties - Clean and Polish ELE214, 215, 216, 618 Remove gum. Sweep, mop and disinfect elevator floors. Wipe down interior exterior panel/ledges on all levels (street, mezzanine and platforms). Clean interior and exterior glass on all elevators in station. Remove graffiti, stickers and sticker/glue residue. Remove debris from elevator doors sills. Clean and wipe dow safety edge with a dry rag from top to bottom.	the				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0036 Station North		1500 - 2300		2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	South Ferry	1	R101	1500 - 1700
*General Duties-see below				
*General Duties- see below	Rector St	1	R103	1710 - 1900
Lunch	Rector St	1	R103	1900 - 1930
*General Duties- see below	South Ferry	1	R101	1940 - 2300
Report Off Duty.	South Ferry	1	R101	2300 -
*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including adjacent to the Staten Island Ferry entrance. Clean & disinfect Emergency Exit Stairwells (1600-1630). At Rector ST, clean & disinfect south-end stairway entrances on both platforms. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect, clean, polish all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0037 Station North		1500 - 2300		2757
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
REPORT ON DUTY IN FULL UNIFORM.	28 St	1	R133	1500 - 1730
*General Duties- see below				
*Major Duty- see below	28 St	1	R133	1730 - 1830
Lunch	28 St	1	R133	1830 - 1900
**General Duties- see below	23 St	1	R131	1910 - 2100
*Major Duty- see below	23 St	1	R131	2100 - 2150
**General Duties- see below	28 St	1	R133	2200 - 2300
Report off duty.	28 St	1	R133	2300 -
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." *Major Duty Cleaning- Sun: Scrubber Room/CTA Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies- Northbound platform Mon: Employee Facility Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator, microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies- Southbound platform Weed: Employee Toilets- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand drycers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect floors. Wipe down Fire Extinguishers hand say as needed. Thu: Employe				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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·b#		PICK I	Effective Date:	7/16/2023
		Hours		RC#
C0037A Station North		1500 - 2300		2757
STRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
EPORT ON DUTY IN FULL UNIFORM eneral Duties	Chambers St	1 2 3	R116	1500 - 1730
blic Restroom Duties ote- If public restrooms are out of rvice, listed General Duties will be performed	Chambers St	123	R116	1730 - 1900
inch	Chambers St	123	R116	1900 - 1930
ajor Duty	Chambers St	123	R116	1930 - 2000
eneral Duties	Chambers St	123	R116	2000 - 2300
eport Off Duty.	Chambers St	123	R116	2300 -
bund all street stairways including Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas cluding OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and ation signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, ills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). sinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, atform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station u are assigned to clean during your tour of duty.	d			
ajor Duty Cleaning- in:. Refuse Housing-Wipe down exterior panel. Remove loose debris from housing floor. Bucket wash and disinfect busing. on: Employee Facility Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator, icrowave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguishers ie:. Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down Fire Extinguishers ed:. Office- Clean desks, table tops, Quench unit, refrigerator and microwave. Sweep and mop floors, disinfect. Clean inployee toilet inside of office. iu: Employee Toilets- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric ind dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remov graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock oilet tissue, paper towels, toilet seat covers) and soap as needed. i: Refuse Housing-Wipe down exterior panel. Remove loose debris from housing floor. Bucket wash and disinfect housin	ve			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0038 Station North		1500 - 2300		2757
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Franklin St	1	R117	1500 - 1800
**General Duties- see below				
*Major Duty- see below	Franklin St	1	R117	1800 - 1900
Lunch	Franklin St	1	R117	1900 - 1930
**General Duties- see below	Canal St	1	R119	1940 - 2200
*Major Duty- see below	Canal St	1	R119	2200 - 2250
Report Off Duty.	Franklin St	1	R117	2300 -
around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETS/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine are disinfect gutters and sanitary bases. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing station you are assigned to clean during your tour of duty." *Major Duty Cleaning- Sun: Stairways- Bucket Wash [stairways]. Clean adjacent tile walls. Remove all stickers. Mon: Employee Facility Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguiss Tue: Refuse Room- Deck wash walls and floor. Vipe down Fire Extinguisher. Discard all debris and empty boxes. Re loose debris from refuse inserts and disinfect. Wed: Supply Room- Tidy and organize supply rooms @ Canal Street Thu: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemica bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Fri: Employee Toilets- Clean Men and Women's: Wipe down all surfaces walls, modesty panels, vanity mirrors, elect hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Re all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and s	on as, each chers. move l ric move			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	7/16/2023	
Job#		Hours		RC#
NC0038A Station North		2300 - 0700		2757
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Franklin St	1	R117	2300 - 0100
**General Duties- see below				
*Major Duty- see below				
**General Duties- see below	Canal St	1	R119	0110 - 0300
*Major Duty- see below				
Lunch	Canal St	1	R119	0300 - 0330
**General Duties- see below	Houston St	1	R123	0340 - 0540
*Major Duty- see below				
**General Duties- see below	Franklin St	1	R117	0550 - 0700
Report off duty.	Franklin St	1	R117	0700 -
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." *Major Duty Cleaning- Sun: Stairways- Bucket Wash [stairways]. Clean adjacent tile walls. Remove all stickers. Mon: Employee Facility Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator, microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguishers. Tue: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Fri: Employee Toilets- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand drycry (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023
Job#	ŀ	lours		RC#
NC0039 Station North	1	500 - 2300		2757
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform. *General Duties- see below	Christopher St Sheridan Sq	1	R125	1500 - 1700
*Major Duty- see below	Christopher St Sheridan Sq	1	R125	1700 - 1800
Lunch	Houston St	1	R123	1810 - 1840
**General Duties- see below	Houston St	1	R123	1840 - 2000
*Major Duty- see below	Houston St	1	R123	2000 - 2200
**General Duties- see below	Christopher St Sheridan Sq	1	R125	2210 - 2300
Report off duty. *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." *Major Duty Cleaning- Sun: Employee Toilets- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Mon: Stairways- Bucket Wash. Clean adjacent tile walls. Remove all stickers. Tue: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Wed: Employee Facility Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator, microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect thelfoor. Replenish paper stock (toilet sizue, paper towels, toilet seat covers) wiph com, sw	Christopher St Sheridan Sq		R125	2300 -

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick Effective Date:		
Job#	Но	ours		RC#
NC0040 Station North	23	00 - 0700		2755
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	233 St	2 5	R334	2300 - 2400
*General Duties- see below *Major Duty Floors - Nightly - see below	233 St	2 5	R334	2400 - 0045
*Major Duty Cleaning - see below	233 St	2 5	R334	0045 - 0145
*Major Duty Floors - Nightly - see below	Wakefield 241 St	2	R336	0155 - 0240
Lunch	Wakefield 241 St	2	R336	0240 - 0310
*General Duties- see below	Wakefield 241 St	2	R336	0310 - 0410
*Major Duty Cleaning	Wakefield 241 St	2	R336	0410 - 0510
*Elevator Duties - see below	233 St	2 5	R334	0520 - 0620
*General Duties- see below	233 St	2 5	R334	0620 - 0700
Report off duty	233 St	2 5	R334	0700 -
around all street stairways. Scrap all mezzanines, control areas, and platforms. Wipe down & disinfect all stairway handrails Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platforms, mezzanines, passageways, and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove garfiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty. "*Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. "*Elevator Duties - Clean and polish El 191, El 193, and El 194 . Clean and Polish [ELE#'s] Remove gum. Sweep, mop and disinfect elevator floors. Sills. Clean and wipe down the safety edge with a dry rag from top to bottom. "*Major Duty Cleaning- Sun: Refuse Room/Refuse Housing- Refuse Room: Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Refuse Housing: Wipe down exterior panel. Remove loose debris from housing floor. Bucket wash and disinfect housing. Mon: Fibe	2			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0041 Station North		2300 - 0700		2755
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report on Duty in Full Uniform *General Duties- see below	225 St	2 5	R333	2300 - 2335
*Major Duty Floors - Nightly - see below	225 St	2 5	R333	2335 - 0020
*Major Duty Cleaning - see below	225 St	2 5	R333	0020 - 0120
*Major Duty Cleaning - see below	Nereid Av	2 5	R335	0130 - 0230
Lunch	Nereid Av	2 5	R335	0230 - 0300
*General Duties- see below	Nereid Av	2 5	R335	0300 - 0445
*Major Duty Floors - Nightly - see below	Nereid Av	2 5	R335	0445 - 0530
*General Duties- see below	225 St	2 5	R333	0540 - 0700
Report off duty "*General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street station AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platforms, mezzanines, passageways, and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty. "*Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housing: "*Major Duty Cleaning- Sun: Refuse Room/Refuse Housing- Refuse Room: Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect nefuse Housing: Wipe down exterior panel. Remove loose debris from housing floor. Bucket wash and suff marks from Fiberglass Panels/Concrete/Tile Walls: mezzanine. Tue: St	225 St	2 5	R333	0700 -

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0041A Station North		2300 - 0700		2755
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report on duty in full uniform	219 St	2 5	R332	2300 - 2335
*General Duties- see below				
*Major Duty Floors - Nightly - see below	219 St	2 5	R332	2335 - 0020
*Major Duty Cleaning - see below	219 St	2 5	R332	0020 - 0120
*Major Duty Cleaning - see below	Burke Av	2 5	R330	0130 - 0230
Lunch	Burke Av	2 5	R330	0230 - 0300
*General Duties- see below	Burke Av	2 5	R330	0300 - 0445
*Major Duty Floors - Nightly - see below	Burke Av	2 5	R330	0445 - 0530
*General Duties- see below	219 St	2 5	R332	0540 - 0700
Report off duty	219 St	2 5	R332	0700 -
around all street stairways. Scrap all mezzanines, control areas, and platforms. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platforms, mezzanines, passageways, and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect tall urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty. "*Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect Refuse Housing: Wipe down exterior panel. Remove loose debris from housing floor. Bucket wash and disinfect housing. Mon: Fiberglass Panels/Concrete/Tile Walls: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove sta				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick			Effective Date	
Job#		Hours		RC#
NC0042 Station North		2300 - 0700		2755
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	Pelham Pkwy	2 5	R328	2300 - 2345
*Escalator Duties - see below	D 11 DI	2.5	D229	2245 0020
*General Duties- see below	Pelham Pkwy	2 5	R328	2345 - 0030
*General Duties- see below	Allerton Av	2 5	R329	0040 - 0140
*Major Duty Cleaning - see below	Allerton Av	2 5	R329	0140 - 0240
Lunch	Allerton Av	2 5	R329	0240 - 0310
*Major Duty Floors - Nightly - see below	Allerton Av	2 5	R329	0310 - 0355
*Major Duty Floors - Nightly - see below	Pelham Pkwy	2 5	R328	0405 - 0450
*Elevator Duties- see below	Pelham Pkwy	2 5	R328	0450 - 0530
*Major Duty Cleaning - see below	Pelham Pkwy	2 5	R328	0530 - 0630
*General Duties- see below	Pelham Pkwy	2 5	R328	0630 - 0700
Report off duty	Pelham Pkwy	2 5	R328	0700 -
*General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft				
around all street stairways. Scrap all mezzanines, control areas, and platforms. Wipe down & disinfect all stairway handra	ils.			
Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe				
down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platforms, mezzanines, passageways,				
and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills, and dra marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and				
platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and	u l			
remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue				
residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms.				
Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty				
*Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. M	Ion			
all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as	lop			
required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings.				
*Elevator Duties -				
Clean and polish (ELE 136,137 & 138. Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and				
exterior panels/ledges on all levels(street, mezzanine and platforms. Clean interior and exterior glass on all elevators in th station. Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the				
safety edge with a dry rag from top to bottom.				
*Escalator Duties- Contact Elevator and Escalator Unit prior to cleaning, shutdown and restart, (212) 424-4497				
Shutdown and clean Es 122 and Es 123. Remove gum and damp mop upper and lower landings. Clean and polish exterior	r			
and interior of Escalator panels. Clean adjacent tile walls. Remove all accessible graffiti, stickers, and sticker/glue residue from handrails and overhead Annunciators.				
*Major Duty Cleaning-				
Sun: Refuse Room/Refuse Housing- Refuse Room: Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all				
debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Refuse Housing: Wipe down exterior panel	el.			
Remove loose debris from housing floor. Bucket wash and disinfect housing.				
Mon: Fiberglass Panels/Concrete/Tile Walls: Remove stains and scuff marks from Fiberglass Panels/Concrete/Tile Walls in mezzanine.	n			
Tue: Stairways- Bucket wash all street and mezzanine stairways. Clean handrails and adjacent tile wall/fiberglass panels.				
Remove all stickers.				
Wed: Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from				
Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall on Manhattan bound platform. Thu: Refuse Room/Refuse Housing- Refuse Room: Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all				
debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Refuse Housing: Wipe down exterior pane				
Remove loose debris from housing floor. Bucket wash and disinfect housing.				
Fri: Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fibergla	ass			
Panels/Wind Breakers/Concrete/Tile Wall on Bronx bound platform. Sat: Stairways- Bucket wash all platform stairways. Clean handrails and adjacent tile wall/fiberglass panels. Remove all				
stickers.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0043 Station North		2300 - 0700		2755
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	174 St	2 5	R322	2300 - 2335
*General Duties- see below				
*Major Duty Floors - Nightly - see below	174 St	2 5	R322	2335 - 0020
*Major Duty Cleaning - see below	174 St	2 5	R322	0020 - 0120
*Major Duty Cleaning - see below	Freeman St	2 5	R320	0130 - 0230
Lunch	Freeman St	2 5	R320	0230 - 0300
*General Duties- see below	Freeman St	2 5	R320	0300 - 0445
*Major Duty Floors - Nightly - see below	Freeman St	2 5	R320	0445 - 0530
*General Duties- see below	174 St	2 5	R322	0540 - 0700
Report off duty	174 St	2 5	R322	0700 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, and platforms. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all rash receptacles. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitze all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty. *Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. *Major Duty Cleaning- Sun: Refuse Room/Refuse Housing- Refuse Room: Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect housing. Mon: Fiberglass Panels/Concrete/Tile Walls: Remove stains and scuff marks from Fiberglass Panels/Concrete/Tile Walls in mezzanine. Tue: Stairways- Bucket wash all street and mezzanine stairways. Clean handrails and adjacent tile wall/fiberglass panels. Remove all stickers. Wed: Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall on Manhattan				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	7/16/2023	
Job#		Hours		RC#
NC0043A Station North		2300 - 0700		275:
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	Simpson St	2 5	R318	2300 - 0100
*General Duties- see below	Simpson St			2500 0100
*Major Duty Cleaning - see below	Simpson St	2 5	R318	0100 - 0200
Lunch	Simpson St	2 5	R318	0200 - 0230
*Elevator Duties:- Clean and polish ELE#127 & 128. Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels(street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.	Simpson St	2 5	R318	0230 - 0330
*Pick Up and Deliver Cleaning Supplies - Clean main and paper supply rooms. Discard used boxes and stock items neatly. Restock small supply room in paid mezzanine with items from the main supply room. Deliver cleaning supplies to the following stations, or perform other duties as directed by supervision: Sun: E. Tremont Avenue ""2"" Mon: R325- East 180 Street - Assist Job NHDC089 with the cleaning of refuse rooms on platforms. Also, remove cleaning supplies from the main supply at East 180 Street and restock small supply room on paid side of mezzanine at East 180 Street.	E 180 St	2 5	R325	0340 - 0500
Tue: Freeman Street southbound supply room Wed: Simpson Street southbound supply room Thu: R325- East 180 Street - Assist Job NHDC089 with the cleaning of refuse rooms on platforms. Also, remove cleaning supplies from the main supply at East 180 Street and restock small supply room on paid side of mezzanine at East 180 Street. Fri: Prospect Avenue southbound supply room Sat: 174 Street southbound supply room				
*General Duties- see below	Simpson St	2 5	R318	0510 - 0615
*Major Duty Floors - Nightly - see below	Simpson St	2 5	R318	0615 - 0700
Report off duty *General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, and platforms. Clean bus loop at rear of station, wheelchair ramp, and three feet around headhouse. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platforms, mezzanines, passageways, and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse nous/refuse housings. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty. *Major Duty Floors - Nightly - see below Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. *Major Duty Cleaning- Sun: Refuse Room/Refuse Housing- Refuse Room: Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect housing. Mon: Fiberglass Panels/Concrete/Tile Walls: Remove stains and		2 5	R318	0700 -

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick E	Effective Date	7/16/2023
Job#		Hours		RC#
NC0044 Station North	,	2300 - 0700		2755
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
	Intervale Av	2 5	R316	2300 - 2400
*Major Cleaning - see below		2 5	1010	2500 - 2400
*Escalator Duties - see below	Intervale Av	2 5	R316	2400 - 0045
*Major Cleaning - see below	Prospect Av	2 5	R314	0055 - 0155
Lunch	Prospect Av	2 5	R314	0155 - 0225
*General Duties- see below	Prospect Av	2 5	R314	0225 - 0345
*Major Duty Floors - Nightly - see below	Prospect Av	2 5	R314	0345 - 0430
*Major Cleaning - see below	Intervale Av	2 5	R316	0440 - 0540
*Major Duty Floors - Nightly - see below	Intervale Av	2 5	R316	0540 - 0625
*General Duties- see below	Intervale Av	2 5	R316	0625 - 0700
Report off duty	Intervale Av	2 5	R316	0700 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, and platforms. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platforms, mezzanines, passageways, and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty. *Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. *Escalator Duties- Contact Elevator and Escalator Unit prior to cleaning, shutdown and restart, (212) 424-4497 Shutdown and clean Es 108. Remove gum and damp mop upper and lower landings. Clean and polish exterior and interior of Escalator panels. Clean adjacent tile walls. Remove all accessible graffiti, stickers, and sticker/glue residue from handrails and overhead Annunciators. *Major Duty Cleaning-				
 Sun: Refuse Room/Refuse Housing- Refuse Room: Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Refuse Housing: Wipe down exterior panel. Remove loose debris from housing floor. Bucket wash and disinfect housing. Mon: Fiberglass Panels/Concrete/Tile Walls: Remove stains and scuff marks from Fiberglass Panels/Concrete/Tile Walls in mezzanine. Tue: Stairways- Bucket wash all street and mezzanine stairways. Clean handrails and adjacent tile wall/fiberglass panels. Remove all stickers. Wed: Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall on Manhattan bound platform. Thu: Refuse Room/Refuse Housing- Refuse Room: Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Refuse Housing: Wipe down exterior panel. Remove loose debris from housing floor. Bucket wash and disinfect housing. Fri: Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Win				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date	e: 7/16/2023
Job#		Hours		RC#
NC0045 Station North		2300 - 0700		2756
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	149 St-Grand	4	R261	2300 - 0045
	Concourse			
*General Duties- see below *Major Duties- see below	149 St-Grand	4	R261	0045 - 0230
Major Duttes- see below	Concourse		11201	0045 - 0250
(List major duty to be performed from major duty list)	140.000		D2(1	0220 0200
Lunch	149 St-Grand Concourse	4	R261	0230 - 0300
**Comment Derting and holders	138 St-Grand	4 5	R259	0310 - 0430
**General Duties- see below	Concourse			
*Major Duties- see below	138 St-Grand	4 5	R259	0430 - 0530
	Concourse 149 St-Grand	4	R261	0540 - 0700
*Major Duty Floors-Nightly	Concourse	1	1201	0540 - 0700
Report off duty	149 St-Grand	4	R261	0700 -
street, including stairways leading to LL Mezzanine). Clean/Scrap 3ft around all street stairways including [list areas outside station confines]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all widows and station signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Remove stains drag marks, spills, scuff-marks from platform & mezzanine floor, including stairway landing. General Duties-Nightly- Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas and platforms. Disinfect all urine areas including OMNY validators. Wipe down all digital ad panels. Remove all stains on floor at base of all trash receptacles. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all stains, spills, and drag marks from platform and mezzanine floors. Deck brush and disinfect gutters, sanitary bases, stairway landings and all platform ends. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and all platform ends. Clean all beges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and all platform ends. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all to				
Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Clean and disinfect refuse rooms/refuse housings. Disinfect all urine areas, correct all sanitary conditions, deodorize entire station. Disinfect all urine areas. Sanitize all touch points. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Major Duties-Nightly: Elevator Cabs: Clean and polish interior & exterior surfaces/panels - Street Level, Platform and Mezzanine Sc Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Refuse Room/Housings- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Platform/Stairway/Mezzanine: remove stains, footprints, scruff-marks, stickers and graffiti from walls. clean ADA Tactile as needed. Deck brush & disinfect all gutters/sanitary bases/platform ends as needed throughout the station Wipe down all digital				
Deck brush & disinfect all gutters/sanitary bases/platform ends as needed throughout the station Wipe down all digital panels, HPI Units, CAI, HEETS and MVM/MEM & Remove Dust. Clean all AFC equipment including turnstile heads and validators throughout the station. Note: Task subject to change and/or chance.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0046 Station North		0700 - 1500		2755
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	Nereid Av	2 5	R335	0700 -
*General Duties- see below	Nereid Av	2 5	R335	0700 - 0800
*Major Duty Cleaning	Nereid Av	2 5	R335	0800 - 0900
*General Duties- see below	233 St	2 5	R334	0910 - 1120
Lunch	233 St	2 5	R334	1120 - 1150
*Elevator Duties- see below	233 St	2 5	R334	1150 - 1250
*Major Duty Cleaning	233 St	2 5	R334	1250 - 1350
*General Duties- see below	Nereid Av	2 5	R335	1400 - 1500
Report off duty.	Nereid Av	2 5	R335	1500 -
*Note - In lieu Elevators or toilets out of service, listed duties will be performed				
*General Duties-Daily				
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft				
around all street stairways. Scrap all mezzanines, control areas, and platforms. Wipe down & disinfect all stairway handrails.				
Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe				
down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and				
clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean				
exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases.				
Remove all pigeon droppings from all railings, stairways, platforms, passageways, mezzanines, and outside areas (3 ft.).				
Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and				
employee restrooms. Deodorize the entire station upon arriving and departing at each station you are assigned to clean				
during your tour of duty.				
*Elevator Duties -				
Clean and polish ELE 191, 193 & 194. Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and				
exterior panels/ledges on all levels(street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the				
station. Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the				
safety edge with a dry rag from top to bottom.				
*Major Duty Cleaning-				
Sun: Booth- Clean booth (R334 and R335) interior and exterior. Sweep and mop floor, wash walls, dust top of ledges				
including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris.				
Mon: Employee Toilets- Clean toilet: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if				
equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and				
stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper				
towels, toilet seat covers) and soap as needed.				
Tue: Employee Facility Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator,				
microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguishers.				
Wed: Supply Rooms / CTA Slop Sink Room- Tidy and organize supply rooms and CTA slop sink room. Remove empty				
boxes. Wipe down Fire Extinguishers.				
Thu: Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from				
Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall on 241 Street bound platform.				
Fri: Fiberglass Panels/Concrete/Tile Walls: Remove stains and scuff marks from Fiberglass Panels/Concrete/Tile Walls in				
mezzanine.				
Sat: Windows: Clean all windows and window ledges in mezzanine.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick Effective Date:		7/16/2023	
Job#		Hours		RC#	
NC0047 Station North		0700 - 1500		2755	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform	225 St	2 5	R333	0700 -	
*General Duties- see below	225 St	2 5	R333	0700 - 0830	
*Major Duty Cleaning	225 St	2 5	R333	0830 - 0930	
*General Duties- see below	219 St	2 5	R332	0940 - 1100	
Lunch	219 St	2 5	R332	1100 - 1130	
*Major Duty Cleaning	219 St	2 5	R332	1130 - 1230	
*General Duties- see below	219 St	2 5	R332	1230 - 1340	
*General Duties- see below	225 St	2 5	R333	1350 - 1500	
Report off duty	225 St	2 5	R333	1500 -	
down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect a clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, or exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases Remove all pigeon droppings from all railings, stairways, platforms, passageways, mezzanines, and outside areas (3 ft.). Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR at employee restrooms. Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty. *Major Duty Cleaning- Sun: Booth- Clean booth (R332 and R333) interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Mon: Employee Toilets- Clean toilet: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand drye equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, pa towels, toilet seat covers) and soap as needed. Tue: Employee Facility Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator, microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguish was cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguish were wire device the start of the start of the start overs. They trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguish were wire device the start overs and cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguish were the start overs and cover. Empty trash can, sweep, mop and disinfect floors. Wipe down	clean nd rs (if and aper ners.				
boxes. Wipe down Fire Extinguishers. Thu: Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Walls: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall on 241 Street bound platform. Fri: Fiberglass Panels/Concrete/Tile Walls: Remove stains and scuff marks from Fiberglass Panels/Concrete/Tile Walls: mezzanine. Sat: Windows: Clean all windows and window ledges in mezzanine.	in				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick F	Effective Date	: 7/16/2023
Job#		Hours		RC#
NC0048 Station North		0700 - 1500		2755
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	Gun Hill Rd	2 5	R331	0700 -
*General Duties- see below	Gun Hill Rd	2 5	R331	0700 - 0830
*Major Duty Cleaning	Gun Hill Rd	2 5	R331	0830 - 0930
*General Duties- see below	Burke Av	2 5	R330	0940 - 1130
Lunch	Burke Av	2 5	R330	1130 - 1200
*Major Duty Cleaning	Burke Av	2 5	R330	1200 - 1300
*Elevator Duties- see below	Gun Hill Rd	2 5	R331	1310 - 1400
*General Duties- see below	Gun Hill Rd	2 5	R331	1400 - 1500
Report off duty	Gun Hill Rd	2 5	R331	1500 -
			1001	1000
*Note - In lieu Elevators or toilets out of service, listed duties will be performed				
*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Clean bus loop at rear of station, wheelchair ramp, and three feet around headhouse (Gun Hill Road). Scrap mezzanines, control area, and platforms. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platforms, passageways, mezzanines, and outside areas (3 ft.). Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty. *Elevator Duties -				
Clean and polish (ELE 182 & 183). Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels(street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.				
 *Major Duty Cleaning- Sun: Booth- Clean booth (R331 and R330) interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Mon: Employee Toilets- Clean toilet: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Tue: Employee Facility Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator, microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguishers. Wed: Supply Rooms / CTA Slop Sink Room- Tidy and organize supply rooms and CTA slop sink room. Remove empty boxes. Wipe down Fire Extinguishers. Thu: Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall on 241 Street bound platform. Fri: Fiberglass Panels/Concrete/Tile Walls: Remove stains and scuff marks from Fiberglass Panels/Concrete/Tile Walls in mezzanine. Sat: Windows: Clean all windows and window ledges in mezzanine. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick B	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0049 Station North		1500 - 2300		2755
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
*General Duties- see below	219 St	2 5	R332	1500 - 1620
Report On Duty In Full Uniform	219 St	2 5	R332	1500 - 1650
*Major Duty Cleaning	219 St	2 5	R332	1620 - 1720
*General Duties- see below	Gun Hill Rd	2 5	R331	1730 - 1900
Lunch	Gun Hill Rd	2 5	R331	1900 - 1930
*Major Duty Cleaning	Gun Hill Rd	2 5	R331	1930 - 2030
*Elevator Duties- see below	Gun Hill Rd	2 5	R331	2030 - 2130
*General Duties- see below	219 St	2 5	R332	2140 - 2300
Report Off Duty.	219 St	2 5	R332	2300 -
 *Note - In lieu Elevators out of service, listed General Duties will be performed *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Clean bus loop at rear of station, wheelchair ramp, and three feet around headhouse (Gun Hill Road). Scrap all mezzanines, control areas, and platforms. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platforms, passageways, mezzanines, and outside areas (3 ft.). Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty. *Elevator Duties - Clean and polish ELE 182 & 183. Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels(street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom. 				
 *Major Duty Cleaning- Sun: Stairways- Bucket wash all street stairways. Clean handrails and adjacent tile wall/fiberglass panels. Remove all stickers. Mon: Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall on Manhattan bound platform. Tue: Wipe down all digital panels, HPI Units, CAI, HEETS and MVM/MEM. Wed: Deck brush & disinfect all gutters/sanitary bases/platform ends as needed throughout the station Thu: Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Fri: Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall on Manhattan bound platform. Fri: Clean all windows, station sign, and benches. Sat: Stairways- Bucket wash all platform stairways. Clean handrails and adjacent tile wall/fiberglass panels. Remove all stickers. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#	I	Hours		RC#
NC0050 Station North		0700 - 1500		2755
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	Allerton Av	2 5	R329	0700 -
*General Duties- see below	Allerton Av	2 5	R329	0700 - 0800
*Major Duty Cleaning	Allerton Av	2 5	R329	0800 - 0900
*General Duties- see below	Pelham Pkwy	2 5	R328	0910 - 1120
Lunch	Pelham Pkwy	2 5	R328	1120 - 1150
*Elevator Duties- see below	Pelham Pkwy	2 5	R328	1150 - 1250
*Major Duty Cleaning	Pelham Pkwy	2 5	R328	1250 - 1350
*General Duties- see below	Allerton Av	2 5	R329	1400 - 1500
Report off duty	Allerton Av	2 5	R329	1500 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, and platforms. Wipe down & disinfect all stairway handrails Clean and polish AFC equipment (MVMs, Turnstiles, HEET/ST) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platforms, passageways, mezzanines, and outside areas (3 ft.). Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty. *Elevator Duties - ** Elevator Duties - ** Elevator Duties - ** Major Duty Cleaning- Sun: Booth- Clean booth (R328 and R329) interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Mon: Employee Toilets - Clean toilet: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toile towl brush. Remove all grafiti and stickers including residue. Empty trash can. sweep, mop and disinfect the floors. Wipe down fire Extinguishers. Mor: Employee Facility Room- Wipe down all surfaces walls, lockers, doors, Quench machines, refrigerator, microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect the down Suts. Remove all grafiti and stickers including residue. Empty trash can. sweep, mop and di				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick Effective Date:			: 7/16/2023
Job#			Hours		RC#
NC0051	Station North		0700 - 1500		275
INSTRUCTIONS		STATION	LINE	воотн	HOURS
	Sunday Saturday	5111101		boom	noons
	Sunday-Saturday	E 100 G			
Report on duty in full	uniform	E 180 St	2 5	R325	0700 - 0830
*General Duties- see b	below				
	ies- Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity	E 180 St	2 5	R325	0830 - 0900
	dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl				
	ffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish ue, paper towels, toilet seat covers) and soap as needed. Allow bathroom to dry 10 minutes before				
reopening.	a, paper towers, tonet seat covers) and soup as needed. Anow balmoon to dry to minutes before				
*General Duties- see b	below	Morris Park	5	R726	0910 - 1030
Lunch		Morris Park	5	R726	1030 - 1100
*Major Duty Cleaning		Morris Park	5	R726	1100 - 1200
Elevator Duties		E 180 St	2 5	R325	1210 - 1300
	159 &160. Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and exterior				
	vels(street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the station.				
edge with a dry rag from	ers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety				
*Major Duty Cleaning		E 180 St	2 5	R325	1300 - 1400
*General Duties- see b		E 180 St	2 5	R325	1400 - 1500
Report off duty		E 180 St	2 5	R325	1500 -
	ors or toilets out of service, listed duties will be performed				
*General Duties-Daily					
	anitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft vays. Clean courtyard and empty trash receptacles (East 180 Street). Scrap mezzanines, control area,				
	ways, and courtyard. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment				
	EETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units,				
	ets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash				
	Il stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and				
	ater only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings vays, platforms, passageways, mezzanines, and outside areas (3 ft.) Clean all ledges and benches.				
	ers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Open				
	rrs (East 180 Street). Deodorize the entire station upon arriving and departing at each station you are				
assigned to clean durin					
*Major Duty Cleaning	(East 180 Street)- oth R325 interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon				
	guishers. Empty garbage. Remove all debris.				
Mon: GSM/GSS Offic	e- Clean desks, table tops, Quench unit, refrigerator and microwave. Sweep and mop floors, disinfect.				
Clean employee toilet					
	y Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator, exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguishers.				
	e- Clean desks, table tops, Quench unit, refrigerator and microwave. Sweep and mop floors, disinfect.				
Clean employee toilet					
	or Office- Clean desks, table tops, Quench unit, refrigerator and microwave. Sweep and mop floors,				
	yee toilet inside of office. ss Panels: Remove stains and scuff marks from "Panels" in mezzanine.				
	Ill windows and window ledges in mezzanine.				
*Major Duty Cleaning					
	oth R726 interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon guishers. Empty garbage. Remove all debris.				
	s- Clean toilet: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if				
	nd holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and				
	lue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper				
	ers) and soap as needed. y Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator,				
	exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguishers.				
Wed: Supply Rooms /	CTA Slop Sink Room- Tidy and organize supply rooms and CTA slop sink room. Remove empty				
boxes. Wipe down Fire					
	ass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from unels/Wind Breakers/Concrete Wall on Dyre Avenue platform.				
	Concrete/Tile Walls: Remove stains and scuff marks from Fiberglass Panels/Concrete/Tile Wall in				
mezzanine.					

Sat: Windows: Clean all windows and window ledges in mezzanine.

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick B	Effective Date:	7/16/2023	
Job#	Но	ours		RC#	
NC0051A Station North	15	00 - 2300		2755	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform *RTO Facilities - see below Located in Union port Yard	E 180 St	2 5	R325	1500 - 1600	
*RTO Facilities- see below Located at north end of platforms	E 180 St	2 5	R325	1600 - 1700	
*RTO Facilities- see below	Eastchester Dyre Av	5	R730	1720 - 1810	
Lunch	Eastchester Dyre Av	5	R730	1810 - 1840	
Close Public Toilets Pick Up and Deliver Cleaning Supplies - see below	E 180 St	2 5	R325	1900 - 2030	
*RTO Facilities - see below Located at 239 Street Yard	Wakefield 241 St	2	R336	2050 - 2150	
*RTO Facilities - see below Located on platform	Wakefield 241 St	2	R336	2150 - 2240	
Report Off Duty.	E 180 St	2 5	R325	2300 -	
*RTO Facilities Duties Clean all offices: Dispatcher, Superintendent, Tower. Clean all rooms: crew room, lunch room, locker room, and women/men restrooms. Wipe down all surfaces including Quench machines, tables and seats and modesty panels. Empty all trash cans, sweep, mop and disinfect floors. Replenish paper stock and soap in restrooms as needed. RTO MUST PROVIDE OWN CLEANING AND PAPER STOCK SUPPLIES.					
*Pick Up and Deliver Cleaning Supplies - Clean main and paper supply rooms. Discard used boxes and stock items neatly. Restock small supply room in paid mezzanine with items from the main supply room. Deliver cleaning supplies to the following stations, or perform other duties as directed by supervision: Sun: 241 Street ""2""					
Mon: Nereid Avenue-238 Street ""2"" Tue: 233 Street ""2"" Wed: 225 Street ""2"" Thu: 219 Street ""2"" Fri: Burke Avenue ""2""					
Sat: Allerton Avenue ""2""					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#	Но	urs		RC#
NC0052 Station North	070	0 - 1500		2755
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Central Park North 110 St	2 3	R301	0700 -
*General Duties- see below	Central Park North 110 St	2 3	R301	0700 - 0830
*Major Duty Cleaning	Central Park North 110 St	2 3	R301	0830 - 0930
*General Duties- see below	145 St	3	R308	0940 - 1100
Lunch	145 St	3	R308	1100 - 1130
*Major Duty Cleaning	145 St	3	R308	1130 - 1220
*General Duties- see below	145 St	3	R308	1220 - 1320
*General Duties- see below	Central Park North 110 St	2 3	R301	1330 - 1500
Report Off Duty.	Central Park North 110 St	2 3	R301	1500 -
*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, and platforms. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty.				
 *Major Duty Cleaning- Sun: Booth- Clean booth (R301 and R308) interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Mon: Employee Toilets- Clean toilet: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Tue: Employee Facility Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator, microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguishers. Wed: Supply Rooms / CTA Slop Sink Room- Tidy and organize supply rooms and CTA slop sink room. Remove empty boxes. Wipe down Fire Extinguishers. Thu: Concrete/Tile Walls: Remove stains and scuff marks from Concrete/Tile Wall on 241 Street/148 Street bound platform. Fri: Tile Walls: Remove stains and scuff marks from Tile Walls in mezzanine. Sat: Windows: Clean all windows and window ledges in mezzanine. Perform General Duties if none on station. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick			Pick I	Effective Date:	7/16/2023
Job#			Hours		RC#
NC0052A Station North			0700 - 1500		2755
INSTRUCTIONS		STATION	LINE	воотн	HOURS
	Sunday-Saturday				
Report On Duty In Full Uniform.		125 St	2 3	R304	0700 - 1000
*General Duties- see below					
*Major Duty Cleaning-		125 St	2 3	R304	1000 - 1100
Lunch		125 St	2 3	R304	1100 - 1130
*Pick Up and Deliver Cleaning Supplies	- see below	3 Av-149 St	2 5	R310	1140 - 1300
*General Duties- see below		125 St	2 3	R304	1310 - 1500
Report Off Duty.		125 St	2 3	R304	1500 -
around all street stairways. Scrap all mezz Clean and polish AFC equipment (MVMs down all digital ad panels, HPI Units, FD clean chrome tops on all trash receptacles exterior booth panels and booth windows Clean all ledges and benches. Remove gra- employee restrooms. Deodorize the entire during your tour of duty. *Pick Up and Deliver Cleaning Supplies - Pick up cleaning supplies from the storag perform other duties as directed by super- Sun: 125 Street ""2"" Mon: 148 Street ""3"" Tue: 145 Street ""3"" Wed: 110 Street ""2"" Fri: Time reserved for picking up supplies assign other tasks as needed. Sat: Jackson Avenue ""2"" - Southbound	e rooms at 3rd Avenue - 149 Street and deliver to the following stations, or vision: s for Zone 3 from Material Control at 34 Street. Supervisor to adjust schedule or				
Sensors and Fire Extinguishers. Empty ga Mon: Bucket wash and disinfect the noth Tue: Tile Walls and Columns: Remove st platform. Wed: Chemical and Paper Supply Rooms Wipe down Fire Extinguishers. Thu: Tile Walls and Columns: Remove st Fri: Tile Walls and Columns: Remove sta	 d exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon rbage. Remove all debris. end and south end of the Bronx bound platform. ains and scuff marks from tile walls and columns on the Manhattan bound Tidy and organize chemical and paper supply rooms. Remove empty boxes. ains and scuff marks from tile walls and columns on 241 Street bound platform. ins and scuff marks from tile walls and columns in mezzanines. end and south end of the Manhattan bound platform. " 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0053 Station North	:	2300 - 0700		2757
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Chambers St	123	R116	2300 - 0130
*Connert Durties and helen				
*General Duties- see below ** Major Duty Cleaning	Chambers St	123	R116	0130 - 0230
Lunch	Chambers St	123	R116	0230 - 0300
*Major Duty "Floors"- see below	Chambers St	123	R116	0300 - 0500
*General Duties- see below	Chambers St	123	R116	0500 - 0700
Report Off Duty.	Chambers St	1 2 3	R116	0700 -
 *General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including [list areas outside station confines]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wije down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeod droppings from all railings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all tra receptacles. Dust mog and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzani floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffit, stickers, and sticker/glue residue. Sanitize all touch points Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." *Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. M all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. *Major Duty Cleaning- Sun:. Refuse Housing-Wipe down exterior panel. Remove empty boxes. Wipe down top of Fire Extinguishers. Tue: Employee Toilets- Clean Men and Women's: Wipe down all surfaces- walls, modersty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets.	ish ne fop ve			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0054 Station North		1500 - 2300		2757
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
REPORT ON DUTY IN FULL UNIFORM.	14 St	123	R127	1500 - 1800
*General Duties- see below				
*Major Duty- see below	14 St	123	R127	1800 - 1900
Lunch	14 St	123	R127	1900 - 1930
**General Duties- see below	18 St	1	R129	1940 - 2100
*Major Duty- see below	18 St	1	R129	2100 - 2150
**General Duties- see below	14 St	123	R127	2200 - 2300
Report off duty.	14 St	123	R127	2300 -
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and bonches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." *Major Duty Cleaning- Sun: Employee Toilets- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed Mon: Employee Facility Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator, microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect the floor. Briegenator, microwave, fans, and exhaust fans cover. Empty trash cans. Sweep, mop and disinfect floors. Wipe down Fire Extinguishers. Tue: Refuse Housing-Wipe down exterior panel. Remove loose debris from housing floor. Bucket wash and disinfect housing. Wed: Supply Room- Tidy and organize supply rooms Thu: Scrubber Room- Deck wash walls and floor. Clea				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023
Job#	Но	ours		RC#
NC0055 Station North	15	00 - 2300		2755
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	233 St	2 5	R334	1500 -
*Elevator Duties- see below	233 St	2 5	R334	1500 - 1530
*General Duties- see below	233 St	2 5	R334	1530 - 1700
*Major Duty Cleaning	233 St	2 5	R334	1700 - 1800
*General Duties- see below	Wakefield 241 St	2	R336	1810 - 1930
Lunch	Wakefield 241 St	2	R336	1930 - 2000
*Major Duty Cleaning	Wakefield 241 St	2	R336	2000 - 2100
*Elevator Duties- see below	233 St	2 5	R334	2110 - 2210
*General Duties- see below	233 St	2 5	R334	2210 - 2300
Report Off Duty.	233 St	2 5	R334	2300 -
 *Note - In lieu Elevators out of service, listed duties will be performed *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Sci around all street stairways. Scrap all mezzanines, control areas, and platforms. Wipe down & disinfect all stairwa Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, dis clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary Remove all pigeon droppings from all railings, stairways, platforms, passageways, mezzanines, and outside areas Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean employee restrooms. Deodorize the entire station upon arriving and departing at each station you are assigned to during your tour of duty. *Elevator Duties - Clean and polish ELE 191, 193 &194. Remove gum, sweep, mop and disinfect elevator floors. Wipe down interf exterior panels/ledges on all levels(street, mezzanine and platforms. Clean interior and exterior glass on all eleva station. Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wip safety edge with a dry rag from top to bottom. 	ay handrails. s. Wipe sinfect and trash, clean y bases. (3 ft.). EFR and clean ior and ators in the			
 *Major Duty Cleaning- Sun: Stairways- Bucket wash all street stairways. Clean handrails and adjacent tile wall/fiberglass panels. Remov stickers. Mon: Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall on Manhattan bound platform. Tue: Wipe down all digital panels, HPI Units, CAI, HEETS and MVM/MEM. Wed: Deck brush & disinfect all gutters/sanitary bases/platform ends as needed throughout the station Thu: Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Fri: Clean all windows, station sign, and benches. Sat: Stairways- Bucket wash all platform stairways. Clean handrails and adjacent tile wall/fiberglass panels. Rem stickers. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	mer Pick Pick Effective Date:		7/16/2023	
Job#		Hours		RC#
NC0056 Station North		1500 - 2300		2755
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	225 St	2 5	R333	1500 -
*General Duties- see below	225 St	2 5	R333	1500 - 1630
*Major Duty Cleaning	225 St	2 5	R333	1630 - 1730
*General Duties- see below	Nereid Av	2 5	R335	1740 - 1940
Lunch	Nereid Av	2 5	R335	1940 - 2010
*Major Duty Cleaning	Nereid Av	2 5	R335	2010 - 2110
*General Duties- see below	225 St	2 5	R333	2120 - 2300
Report Off Duty.	225 St	2 5	R333	2300 -
around all street stairways. Scrap all mezzanines, control areas, and platforms. Wipe down & disinfect all stairway handre Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect ar clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, cl exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platforms, passageways, mezzanines, and outside areas (3 ft.). Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty.	nd ean			
 *Major Duty Cleaning- Sun: Stairways- Bucket wash all street stairways. Clean handrails and adjacent tile wall/fiberglass panels. Remove all stickers. Mon: Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall on Manhattan bound platform. Tue: Wipe down all digital panels, HPI Units, CAI, HEETS and MVM/MEM. Wed: Deck brush & disinfect all gutters/sanitary bases/platform ends as needed throughout the station Thu: Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Fri: Clean all windows, station sign, and benches. Sat: Stairways- Bucket wash all platform stairways. Clean handrails and adjacent tile wall/fiberglass panels. Remove all stickers. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick Effective Date:		
Job#		Hours		RC#
NC0057 Station North		1500 - 2300		2755
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	Burke Av	2 5	R330	1500 -
*General Duties- see below	Burke Av	2 5	R330	1500 - 1630
*Major Duty Cleaning	Burke Av	2 5	R330	1630 - 1730
*General Duties- see below	Allerton Av	2 5	R329	1740 - 1950
Lunch	Allerton Av	2 5	R329	1950 - 2020
*Major Duty Cleaning	Allerton Av	2 5	R329	2020 - 2120
*General Duties- see below	Burke Av	2 5	R330	2130 - 2300
Report Off Duty.	Burke Av	2 5	R330	2300 -
around all street stairways. Scrap all mezzanines, control areas, and platforms. Wipe down & disinfect all stairv Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validato down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, d clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty boot exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanita Remove all pigeon droppings from all railings, stairways, platforms, passageways, mezzanines, and outside area Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean employee restrooms. Deodorize the entire station upon arriving and departing at each station you are assigned t during your tour of duty.	rs. Wipe isinfect and h trash, clean ry bases. Is (3 ft.). n EFR and			
 *Major Duty Cleaning- Sun: Stairways- Bucket wash all street stairways. Clean handrails and adjacent tile wall/fiberglass panels. Remote stickers. Mon: Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall on Manhattan bound platform. Tue: Wipe down all digital panels, HPI Units, CAI, HEETS and MVM/MEM. Wed: Deck brush & disinfect all gutters/sanitary bases/platform ends as needed throughout the station Thu: Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Fri: Clean all windows, station sign, and benches. Sat: Stairways- Bucket wash all platform stairways. Clean handrails and adjacent tile wall/fiberglass panels. Remove stains and scuff marks from stairways. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023
Job#	Но	urs		RC#
NC0058 Station North	150	00 - 2300		2755
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	West Farms Sq E Tremont Av	2 5	R323	1500 -
*General Duties- see below	West Farms Sq E Tremont Av	2 5	R323	1500 - 1630
*General Duties- see below	174 St	2 5	R322	1640 - 1850
Lunch	174 St	2 5	R322	1850 - 1920
*Major Duty Cleaning	174 St	2 5	R322	1920 - 2020
*General Duties- see below	West Farms Sq E Tremont Av	2 5	R323	2030 - 2200
*Major Duty Cleaning	West Farms Sq E Tremont Av	2 5	R323	2200 - 2300
Report Off Duty.	West Farms Sq E Tremont Av	2 5	R323	2300 -
*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, and platforms. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platforms, passageways, mezzanines, and outside areas (3 ft.). Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty.				
 *Major Duty Cleaning- Sun: Stairways- Bucket wash all street stairways. Clean handrails and adjacent tile wall/fiberglass panels. Remove all stickers. Mon: Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall on Manhattan bound platform. Tue: Wipe down all digital panels, HPI Units, CAI, HEETS and MVM/MEM. Wed: Deck brush & disinfect all gutters/sanitary bases/platform ends as needed throughout the station Thu: Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Thu: Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall on Manhattan bound platform. Fri: Clean Supervisor's office at E. Tremont. Clean desks, tabletops, Quench unit, refrigerator and microwave. Sweep and mop floors, disinfect. Peform General Duties at 174 Street. Sat: Stairways- Bucket wash all platform stairways. Clean handrails and adjacent tile wall/fiberglass panels. Remove all stickers. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick E	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0058A Station North		1500 - 2300		2755
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	Simpson St	2 5	R318	1500 -
*General Duties- see below	Simpson St	2 5	R318	1500 - 1600
*Elevator Duties- see below	Simpson St	2 5	R318	1600 - 1630
*General Duties- see below	Freeman St	2 5	R320	1640 - 1900
Lunch	Freeman St	2 5	R320	1900 - 1930
*Major Duty Cleaning	Freeman St	2 5	R320	1930 - 2030
*General Duties- see below	Simpson St	2 5	R318	2040 - 2140
	Simpson St	2 5	R318	2140 - 2200
*Major Duty Cleaning	Simpson St	2 5	R318	2200 - 2300
Report Off Duty.	Simpson St	2 5	R318	2300 -
*Note - In lieu Elevators out of service, listed duties will be performed *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, and platforms. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platforms, passageways, mezzanines, and outside areas (3 ft.). Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty.				
 *Elevator Duties Clean and polish ELE 127 & 128. Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels(street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom. *Major Duty Cleaning- Sun: Stairways- Bucket wash all street stairways. Clean handrails and adjacent tile wall/fiberglass panels. Remove all stickers. Mon: Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels, HPI Units, CAI, HEETS and MVM/MEM. Wed: Deck brush & disinfect all gutters/sanitary bases/platform ends as needed throughout the station Thu: Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from San Static Stairways. Bucket wash all platform stairways. Clean handrails and adjacent tile wall/fiberglass panels. Remove all stickers. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0059 Station North		1500 - 2300		2755
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	3 Av-149 St	2 5	R310	1500 -
*General Duties- see below	3 Av-149 St	2 5	R310	1500 - 1630
*Elevator Duties- see below	3 Av-149 St	2 5	R310	1630 - 1700
*General Duties- see below	Jackson Av	2 5	R312	1710 - 1900
Lunch	Jackson Av	2 5	R312	1900 - 1930
*Major Duty Cleaning	Jackson Av	2 5	R312	1930 - 2030
*General Duties- see below	3 Av-149 St	2 5	R310	2040 - 2230
*Elevator Duties- see below	3 Av-149 St	2 5	R310	2230 - 2300
Report Off Duty.	3 Av-149 St	2 5	R310	2300 -
 *Note - In lieu Elevators out of service, listed General Duties will be performed *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, and platforms. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstles, HEETS/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and outside areas (3 ft.). Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty. *Elevator Duties - Clean and polish ELE# 129 & 130. Remove gurn, sweep, mop and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels(street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom. *Major Duty Cleaning- Sun: Stairways- Bucket wash all street stairways. Clean handrails and adjacent tile wall/fiberglass panels. Remove all stickers. Mon: Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff mar				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick B	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0059A Station North		2300 - 0700		2755
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	3 Av-149 St	2 5	R310	2300 - 0115
*General Duties- see below				
*Major Duty Floors- Nightly- see below	3 Av-149 St	2 5	R310	0115 - 0200
*Major Cleaning	3 Av-149 St	2 5	R310	0200 - 0300
Lunch	3 Av-149 St	2 5	R310	0300 - 0330
*Elevator Duties-Nightly	3 Av-149 St	2 5	R310	0330 - 0430
*Major Duty Cleaning	3 Av-149 St	2 5	R310	0430 - 0530
*General Duties- see below	3 Av-149 St	2 5	R310	0530 - 0700
Report Off Duty	3 Av-149 St	2 5	R310	0700 -
*Note - In lieu Elevators are out of service, listed General Duties will be performed				
*General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, and platforms. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and				
remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty. *Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. *Elevator Duties-				
Clean and polish (ELE 129 & 130). Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels(street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom. *Major Duty Cleaning (0430 to 0530)- Sun: Underpass: Scrap and disinfect underpass. Discard all debris and empty boxes. Mon: Main Supply Room (Cage). Tidy and organize main supply room. Remove empty boxes. Wipe down Fire				
 Extinguishers. Tue: Paper Supply Rooms (underpass). Tidy and organize both paper supply rooms. Remove empty boxes. Wipe down Fire Extinguishers. Wed: Employee Toilets- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Thu: Employee Facility Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator, microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguishers. Fri: Clean and polish street level housing of El 129 and El 130. Remove all stickers, graffiti, and stains. Sat: Clean Supervisor's office. Clean desks, tabletops, Quench unit, refrigerator and microwave. Sweep and mop floors, disinfect. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023
Job#	I	lours		RC#
NC0060 Station North	1	500 - 2300		2756
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	149 St-Grand Concourse	4	R261	1500 - 1700
*General Duties- see below	Concourse			
*Major Duties- see below	149 St-Grand Concourse	4	R261	1700 - 1800
*General Duties- see below	138 St-Grand Concourse	4 5	R259	1810 - 2000
Lunch	138 St-Grand Concourse	4 5	R259	2000 - 2030
*General Duties- see below	149 St-Grand	4	R261	2040 - 2300
Report Off Duty.	Concourse 149 St-Grand Concourse	4	R261	2300 -
 *General Duties - Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street, including stairways leading to LL Mezzanine). Clean/Scrap 3ft around all street stairways including [list areas outside station confines]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all widows and station signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Remove stains drag marks, spills, scruff-marks from platform & mezzanine floor, including stairway landings. Clean, mop & deodorize elevator cabs. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty Major Duties- Daily: Elevator Cabs: Clean and polish interior & exterior surfaces/panels - Mezzanines and Lower Level Platforms, mop and disinfect floor. Remove stickers, unauthorized postings and graffiti. Deodorize elevators. Clean elevator glass panels with glass cleaner/Windex. Serubber Rooms- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Refuse Room/Housings- Clean, bucket wash refuse room. Platform/Stairway/Mezzaine: remove stains, footprints, scruff-mar				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC S	ummer Pick	Pick Effective Date:		7/16/2023		
Job#		ŀ	lours		RC#	
NC0060A	Station North	1	500 - 2300		2756	
INSTRUCTIONS	5	STATION	LINE	воотн	HOURS	
	Sunday-Saturday					
Report On Duty In Note: In the absence	Full Uniform. e of coverage for Job NC0168, perform all listed duties in the entire station.	149 St-Grand Concourse	4	R261	1500 -	
*General Duties- se Perform duties on 2		149 St-Grand Concourse	2 5	R261	1500 - 1700	
*Major Duties- see	below	149 St-Grand Concourse	2 5	R261	1700 - 1900	
Lunch		149 St-Grand Concourse	2 5	R261	1900 - 1930	
*Major Duties- see	below	149 St-Grand Concourse	2 5	R261	1930 - 2100	
*General Duties- se	e below	149 St-Grand Concourse	2 5	R261	2100 - 2300	
Report Off Duty.		149 St-Grand Concourse	4	R261	2300 -	
leading to LL Mezz disinfect all stairway including OMNY va- station signs. Wipe spills and drag mark droppings from all a stickers, and sticker spills, scuffmarks fr Bucket wash end pl graffiti., disinfect & clean during your to Major Duties- Daily Elevator Cabs: Clear	7: an and polish interior & exterior surfaces/panels - Mezzanines and Lower-Level Platforms, mop and					
disinfect floor. Rem glass cleaner/Winde Scrubber Room- De Wipe down Fire Ex Refuse Room/Houst debris from refuse i RTO Facilities/Tow Platform/Stairway/N benches, clean unde stains. Clean behind	ove stickers, unauthorized postings, and graffiti. Deodorize elevators. Clean elevator glass panels with					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date:			7/16/2023	
Job#	F	RC#			
NC0060B Station North	2	300 - 0700		27	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform. Note: In the absence of coverage for Job NC0168, perform all listed duties in the entire station.	149 St-Grand Concourse	4	R261	2300 - 0200	
*General Duties- see below	149 St-Grand Concourse	2 5	R261	2300 - 0200	
*Major Duties (list task to be performed)- see below	149 St-Grand Concourse	2 5	R261	0200 - 0330	
Lunch	149 St-Grand Concourse	2 5	R261	0330 - 0400	
*Major Duties(list task to be performed)- see below	149 St-Grand Concourse	2 5	R261	0400 - 0500	
*Major Duty Floors-Nightly	149 St-Grand Concourse	2 5	R261	0500 - 0700	
Report Off Duty. *General Duties - Daily	149 St-Grand Concourse	4	R261	0700 -	
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street, including stairways leading to LL Mezzanine). Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all widows and station signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform, and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Remove stains, drag marks, spills, scuffmarks from platform & mezzanine floor, including stairway landings. Clean surfaces of police omega booth. Bucket wash end platforms. Clean passageway and elevator concourse/mezzanines: remove stains, spills, drag marks and graffiti., disinfect & deodorize. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.					
Major Duties-Nightly: Elevator Cabs: Clean and polish interior & exterior surfaces/panels - Mezzanines and Lower-Level Platforms, mop and disinfect floor. Remove stickers, unauthorized postings, and graffiti. Deodorize elevators. Clean elevator glass panels with glass cleaner/Windex. Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Refuse Room/Housings- Clean, bucket wash around and inside refuse housings. Disinfect around housings. Remove loose debris from refuse inserts and disinfect. RTO Facilities/Tower/Restroom: Clean, mop and disinfect. Platform/Stairway/Mezzanine: remove stains, footprints, scruff-marks, stickers, and graffiti from walls. Remove graffiti from benches, clean underneath and behind benches. Trash receptacles: Clean and polish and remove stickers/graffiti, gunk & stains. Clean behind and around trash cans, including wall to remove unsanitary conditions such as: stains & spills. Re-inspect entire station to address cleanliness conditions towards the end of the tour and/or before going off-duty.					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick Pick Effective Date: 7/16/2023 Job# Hours RC# NC0061 2300 - 0700 **Station North** 2755 BOOTH **INSTRUCTIONS STATION** LINE HOURS Sunday-Saturday Report On Duty In Full Uniform 148 St R309 2300 - 2400 3 *General Duties- see below *RTO Facilities Duties 148 St R309 2400 - 0100 3 Clean all offices: Dispatcher, Superintendent, Tower. Clean all rooms: crew room, lunch room, locker room, and women/men restrooms. Wipe down all surfaces including Quench machines, tables and seats and modesty panels. Empty all trash cans, sweep, mop and disinfect floors. Replenish paper stock and soap in restrooms as needed. RTO MUST PROVIDE OWN CLEANING AND PAPER STOCK SUPPLIES. 145 St R308 0110 - 0210 *Major Cleaning - see below 3 145 St 3 R308 0210 - 0240 Lunch 145 St R308 0240 - 0345 3 *General Duties- see below 0345 - 0430 145 St 3 R308 *Major Duty Floors - Nightly - see below *Major Cleaning - see below 148 St R309 0440 - 0540 3 0540 - 0625 148 St 3 R309 *Major Duty Floors - Nightly - see below 148 St R309 0625 - 0700 3 *General Duties- see below R309 0700 -148 St Report Off Duty 3 *General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, and platforms. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platforms, mezzanines, passageways, and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty. *Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. *Major Duty Cleaning-Sun: Refuse Room/Refuse Housing- Refuse Room: Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Refuse Housing: Wipe down exterior panel. Remove loose debris from housing floor. Bucket wash and disinfect housing. Mon: Fiberglass Panels/Concrete/Tile Walls: Remove stains and scuff marks from Fiberglass Panels/Concrete/Tile Walls in mezzanine. Tue: Stairways- Bucket wash all street and mezzanine stairways. Clean handrails and adjacent tile wall/fiberglass panels. Remove all stickers. Wed: Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall on Manhattan bound platform. Thu: Refuse Room/Refuse Housing- Refuse Room: Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Refuse Housing: Wipe down exterior panel. Remove loose debris from housing floor. Bucket wash and disinfect housing. Fri: Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall on Bronx bound platform. Sat: Stairways- Bucket wash all platform stairways. Clean handrails and adjacent tile wall/fiberglass panels. Remove all stickers.

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0062 Station North		0700 - 1500		2755
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	148 St	3	R309	0700 -
*General Duties- see below	148 St	3	R309	0700 - 0815
*RTO facilities	148 St	3	R309	0815 - 0900
*Major Duty Cleaning	148 St	3	R309	0900 - 0930
*General Duties- see below	135 St	2 3	R306	0940 - 1130
Lunch	135 St	2 3	R306	1130 - 1200
*Elevator Duties- see below	135 St	2 3	R306	1200 - 1300
*Major Duty Cleaning	135 St	2 3	R306	1300 - 1330
*General Duties- see below	148 St	3	R309	1340 - 1500
Report off duty	148 St	3	R309	1500 -
*Note - In lieu Elevators out of service, listed General Duties will be performed				
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, and platforms. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HETS/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty. *RTO Duties Clean all offices: Dispatcher, Superintendent, Tower. Clean all rooms: crew room, lunchroom, locker room, and women/men bathrooms. Wipe down all surfaces including Quench machines, empty all trash cans, sweep, mop and disinfect floors. Replenish paper stock and soap in restrooms as needed. RTO MUST PROVIDE OWN CLEANING AND PAPER STOCK SUPPLIES. *Elevator Duties - Clean and polish ELE 181 & 182. Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels(street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom. *Major Duty Cleaning- Sun: Booth- Clean booth (R306 and R309) interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Mon: Employee Toilets- Clean toilet: Wipe				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick B	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0063 Station North		0700 - 1500		2755
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	174 St	2 5	R322	0700 -
*General Duties- see below	174 St	2 5	R322	0700 - 0830
*Major Duty Cleaning	174 St	2 5	R322	0830 - 0930
*General Duties- see below	Freeman St	2 5	R320	0940 - 1100
Lunch	Freeman St	2 5	R320	1100 - 1130
*Major Duty Cleaning	Freeman St	2 5	R320	1130 - 1230
*General Duties- see below	Freeman St	2 5	R320	1230 - 1340
*General Duties- see below	174 St	2 5	R322	1350 - 1500
Report Off Duty.	174 St	2 5	R322	1500 -
Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platforms, passageways, mezzanines, and outside areas (3 ft.). Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty.				
 *Major Duty Cleaning- Sun: Booth- Clean booth (R320 and R322) interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Mon: Employee Toilets- Clean toilet: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Tue: Employee Facility Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator, microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguishers. Wed: Supply Rooms / CTA Slop Sink Room- Tidy and organize supply rooms and CTA slop sink room. Remove empty boxes. Wipe down Fire Extinguishers. Thu: Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall:: Remove stains and scuff marks from Q Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: on 241 Street bound platform. Fri: Fiberglass Panels/Concrete/Tile Walls: Remove stains and scuff marks from Fiberglass Panels/Concrete/Tile Walls in mezzanine. Sat: Windows: Clean all windows and window ledges in mezzanine. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0064 Station North		0700 - 1500		2755
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Intervale Av	2 5	R316	0700 -
*General Duties- see below	Intervale Av	2 5	R316	0700 - 0800
*Major Duty Cleaning	Intervale Av	2 5	R316	0800 - 0900
*General Duties- see below	Simpson St	2 5	R318	0910 - 1110
Lunch	Simpson St	2 5	R318	1110 - 1140
*Elevator Duties- see below	Simpson St	2 5	R318	1140 - 1240
*Major Duty Cleaning	Simpson St	2 5	R318	1240 - 1340
*General Duties- see below	Intervale Av	2 5	R316	1350 - 1500
Report Off Duty.	Intervale Av	2 5	R316	1500 -
		2.0		1000
*Note - In lieu Elevators out of service, listed General Duties will be performed				
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, and platforms. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platforms, passageways, mezzanines, and outside areas (3 ft.). Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty. *Elevator Duties - Clean and polish ELE 127 & 128. Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels(street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.				
 *Major Duty Cleaning- Sun: Booth- Clean booth (R316 and R318) interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Mon: Employee Toilets- Clean toilet: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Tue: Employee Facility Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator, microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguishers. Wed: Supply Rooms / CTA Slop Sink Room- Tidy and organize supply rooms and CTA slop sink room. Remove empty boxes. Wipe down Fire Extinguishers. Thu: Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall on 241 Street bound platform. Fri: Fiberglass Panels/Concrete/Tile Walls: Remove stains and scuff marks from Fiberglass Panels/Concrete/Tile Walls in mezzanine. Sat: Windows: Clean all windows and window ledges in mezzanine. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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Pick Effective Date: 7		7/16/2023		
ŀ	lours		RC#	
0	700 - 1500		2756	
STATION	LINE	воотн	HOURS	
149 St-Grand	4	R261	0700 -	
Concourse				
	2 5	R261	0700 - 0900	
149 St-Grand	2 5	R261	0900 - 1100	
Concourse				
149 St-Grand	2 5	R261	1100 - 1130	
Concourse				
149 St-Grand	2 5	R261	1130 - 1300	
Concourse				
149 St-Grand	2 5	R261	1300 - 1500	
Concourse				
149 St-Grand	4	R261	1500 -	
,				
	0 STATION 149 St-Grand Concourse 149 St-Grand Concourse 149 St-Grand Concourse 149 St-Grand Concourse 149 St-Grand Concourse 149 St-Grand Concourse 149 St-Grand Concourse	Hours 0700 - 1500 STATION LINE 149 St-Grand 4 Concourse 2 149 St-Grand 2 149 St-Grand 2 Concourse 149 149 St-Grand 2 149 St-Grand 2 Concourse 2 149 St-Grand 2 Concourse 2 149 St-Grand 2 Concourse 149 149 St-Grand 149 Concourse 149 149 St-Grand 149 Concourse 149 Iangle St-Grand 149 Concourse 149 Iangle St-Grand 149 Concourse 149 Iangle St-Grand 149 Iangle St-Grand 149 Iangle St-Grand 149 <	Hours 0700 - 1500 STATION LINE BOOTH 149 St-Grand 2 5 R261 Concourse 149 St-Grand 2 5 149 St-Grand 2 5 R261 Concourse 149 St-Grand 2 5 I49 St-Grand 2 5 R261 Concourse 149 St-Grand 2 5 I49 St-Grand 2 5 R261 Concourse 149 St-Grand 4 Concourse 149 St-Grand 149 St-Grand Iaf St-Grand 149 St-Grand 140 St-Grand Iaf St-Grand 140 St-Grand 140 St-Grand Iaf	

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0066 Station North		1500 - 2300		2755
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	135 St	2 3	R306	1500 -
*General Duties- see below	135 St	2 3	R306	1500 - 1700
*Elevator Duties- see below	135 St	2 3	R306	1700 - 1730
*General Duties- see below	148 St	3	R309	1740 - 1900
Lunch	148 St	3	R309	1900 - 1930
*RTO Tower Duties - see below	148 St	3	R309	1930 - 2030
*Major Duty Cleaning - see below	148 St	3	R309	2030 - 2130
*General Duties- see below	135 St	2 3	R306	2140 - 2230
*Elevator Duties- see below	135 St	2 3	R306	2230 - 2300
Report Off Duty.	135 St	2 3	R306	2300 -
 *Note - In lieu Elevators out of service, listed General Duties will be performed *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, and platforms. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty. *Elevator Duties - Clean and polish ELE 180 & 181. Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels(street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the station. 				
 panels/ledges on all levels(street, mezzamile and platforms. Clean interfor and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom. *Major Duty Cleaning- Sun: Stairways- Bucket wash all platform stairways. Clean handrails and adjacent tile wall/fiberglass panels. Remove all stickers. Mon: Bucket wash and disinfect north end of island platform. Wipe down tool/sandbox near platform stairway. Tue: Wipe down all digital panels, HPI Units, CAI, HEETS and MVM/MEM. Wed: Deck brush & disinfect all gutters/sanitary bases/platform ends as needed throughout the station Thu: Bucket wash and disinfect north end of island platform. Wipe down tool/sandbox near platform stairway Fri: Clean all windows, station sign, and benches. Sat: Bucket wash and disinfect south end of island platform. Wipe down refuse housings. Clean the windows and ledges of the Dispatcher's office. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick E Hours	ffective Date	: 7/16/2023 RC#
Job# NC0066A Station North		100rs 2300 - 0700		2755
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday	STATION	LINE	bootii	HOURS
Report On Duty In Full Uniform	135 St	23	R306	2300 - 2345
Report On Duty in Fun Onnorm	155 51	2 3	K300	2300 - 2343
*General Duties- see below	10.5 %			
*Major Cleaning Floors - Nightly	135 St	23	R306	2345 - 0030
*General Duties- see below	125 St	23	R304	0040 - 0145
*Major Cleaning Floors - Nightly	125 St	2 3	R304	0145 - 0230
Lunch	125 St	23	R304	0230 - 0300
*Major Cleaning - See Below	125 St	23	R304	0300 - 0400
*Major Cleaning - See Below	135 St	2 3	R306	0410 - 0510
*Elevator Duties	135 St	2 3	R306	0510 - 0600
*General Duties- see below	135 St	2 3	R306	0600 - 0700
Report Off Duty	135 St	23	R306	0700 -
*Note - In lieu of Elevators out of service, listed General Duties will be performed *General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, and platforms. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty. *Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect refuse rooms/refuse housings. Clean and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required at each station you are assigned to clean during your tour of duty. *Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot cle				
 Chan and point EEE 160 & Tot. Refnore guilt, sweep, moy and dismifect relevator hoors. Whe down interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom. *Major Duty Cleaning- Sun: Refuse Room/Refuse Housing- Refuse Room: Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Refuse Housing: Wipe down exterior panel. Remove loose debris from housing floor. Bucket wash and disinfect housing. Mon: Concrete/Tile Walls: Remove stains and scuff marks from Concrete/Tile Walls in mezzanine. Tue: Stairways- Bucket wash all street and mezzanine stairways. Clean handrails and adjacent tile walls. Remove all stickers. Wed: Concrete/Tile Wall: Remove stains and scuff marks from Concrete/Tile Wall on Manhattan bound platform. Thu: Refuse Room/Refuse Housing- Refuse Room: Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Refuse Housing: Wipe down exterior panel. Remove loose debris from housing floor. Bucket wash and concrete/Tile Wall on Manhattan bound platform. Thu: Refuse Room/Refuse Housing- Refuse Room: Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Refuse Housing: Wipe down exterior panel. Remove loose debris from housing floor. Bucket wash and disinfect housing. Fri: Concrete/Tile Wall: Remove stains and scuff marks from Concrete/Tile Wall on Bronx bound platform. Sat: Clean Supervisor's office at 125 Street. Clean desks, tabletops, Quench unit, refrigerator and microwave. Sweep and mop floors, disinfect. Perform General Duties at 135 Street. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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23 STAC Summer Pick Pick Effective Date:			7/16/2023	
Job#	Но	urs	RC#	
NC0067 Station North	150	0 - 2300		2755
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform *General Duties- see below	Central Park North 110 St	2 3	R301	1500 - 1730
*General Duties- see below	125 St	2 3	R304	1710 - 1930
Lunch	125 St	2 3	R304	1930 - 2000
*General Duties- see below	125 St	2 3	R304	2000 - 2100
*General Duties- see below	Central Park North 110 St	2 3	R301	2110 - 2200
*Major Duty Cleaning - see below	Central Park North 110 St	2 3	R301	2200 - 2300
Report Off Duty "*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, and platforms. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty. "**Major Duty Cleaning- Sun: Stairways- Bucket wash street stairways by paid mezzaine. Clean handrails and adjacent tile wall/fiberglass panels. Remove all stickers. Mon: Bucket wash and disinfect north end of island platform. Wipe down benches and trash receptacles. Tue: Wipe down all digital panels, HPI Units, CAI, HEETS and MVM/MEM. Wed: Deck brush & disinfect all gutters/sanitary bases/platform ends as needed throughout the station Thu: Bucket wash and disinfect north end of island platform. Wipe down benches and trash receptacles. Fri: Clean all windows, station sign, and benches. Sat: Bucket wash street stairways at north end of station near HEETs. Clean and disinfect area.	Central Park North 110 St	2 3	R301	2300 -

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0068 Station North		1500 - 2300		2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Fulton St	2 3	N098	1500 - 1900
*General Duties-see below				
*Elevator Duties-see below (1700-1800)				
Lunch	Fulton St	23	N098	1900 - 1930
*General Duties- see below	Fulton St	2 3	N098	1940 - 2110
*Major Duties-see below (2000-2030)				
*General Duties-see below	Fulton St	A C	N095	2120 - 2300
Report Off Duty.	Fulton St	23	N098	2300 -
*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including adjacent to the Staten Island Ferry entrance. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect, clean & polish all trash receptacles. Remove all stains, spills and drag marks on floor areas & spot mop. Empty booth trash, clean exterior booth panels and booth windows (use water only), remove dust from booth surface. Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
*Major Duty Cleaning-				
 Sun: Refuse Room - Clean & disinfect. Sweep, deck brush, and remove all stains & drag marks. Breakdown all empty boxes. Wipe down fire extinguisher. Clean/wipe down walls, as needed. Daily : Clean & disinfect south-end stairways including the handrails, walls, floors, and AFC equipment. Daily : Employee Bathroom & EFR - Clean & disinfect. Sweep and mop; clean toilet, vanity, and sink. Empty trash bins. Clean walls, as needed. Wed: Scrubber Room(s) - Organize room (discard unauthorized items. Remove items/equipment from in front of the eyewash unit. Etc.) Breakdown all empty boxes. Wipe down fire extinguisher. Daily: Clean & disinfect A077 Passageway @ Nassau ST & Fulton ST SW Corner SW M4A/M4B. Sweep, mop, and disinfect; and remove gum from floors. Wipe down walls and remove stickers and graffiti. Fri: Clean Booth N098. Wipe booth glass inside & out. Wipe down & dust countertops and equipment. Sweep as needed. Empty trash bin. Wipe down/clean Deal Tray. Daily: Employee Bathroom & EFR - Clean & disinfect. Sweep and mop; clean toilet, vanity, and sink. Empty trash bins. Clean walls, as needed. 				
*Elevator Duties-				
Clean & Polish EL-723 and EL-732. Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels(street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick Job# Job# NC0069 Station North INSTRUCTIONS STATION STATION Sunday-Saturday Report On Duty In Full Uniform. *General Duties Nightly Woodlawn *** Major Duties - Floors. See below Woodlawn ****Major Duties - See below

Report On Duty In Full Uniform. *General Duties Nightly-	Woodlawn	4	R294	2300 - 0030
*** Major Duties- Floors. See below	Woodlawn	4	R294	0030 - 0200
****Major Duties - See below	Woodlawn	4	R294	0200 - 0230
**Public Restroom Duties (0230-0245) – see below	Woodlawn	4	R294	0230 - 0245
Note- If public restrooms out of service, listed "General Duties" will be performed. Lunch	Woodlawn	4	R294	0245 - 0315
	Mosholu Pkwy	4	R293	0330 - 0500
***Major Duties – Floors. See Below	Mosholu Pkwy	4	R293	0500 - 0615
•	Mosholu Pkwy	4	R293	0615 - 0645
Report Off Duty. *General Duties Nighty- Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3f around all street stairways including [both side of Jerome Ave]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wije down & disinfect all stairway handrails. Clean and polish AFC equipment (MYMs, Turnstites, HEETS/HXT) in control areas including OMNY validators. Wipe down all digital da panels. Remove all pigeon droppings from all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove grafifit, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse boasings. Clean and wipe <i>p</i> -panels on mezzanine and platforms. Clean ER and employee restrooms. Wipe sand box. Disinfect benches. Clean and wipe <i>p</i> -panels on mezzanine and platform evitor of douty. ***Major Duty Floors-Nightly: Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitiz all louch points. Clean and disinfect refuse rooms/refuse housings. Bucket wash stairways, Control area, platform, and outside areas of Jerome Avene (3 ft) Bucket wash, deck brush, and remove stain from ADA tactile at all sides of platforms. Bucket wash and dex brush refuse housings. **Public Toilet Duties: Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mitrors, electric hand dryser (16 equipped) dispensers and holders. Clean other walls clean commodes with toilet bowl brush. Remove all grafifit and stickers including residue. Empty trash can	Woodlawn	4	R294	0700 -

Pick Effective Date:

BOOTH

Hours

2300 - 0700

LINE

7/16/2023

Date: 6/2/2023

HOURS

RC#

2754

Sat: Remove Pigeon droppings – Bucket wash and deck brush / remove pigeon droppings on platforms, paid & unpaid

mezzanines, and all stairways (Mosholu Pkwy).					
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Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick Effective Date:			
Job#	Но	ours		RC#	
NC0070 Station North	23	00 - 0700		2754	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform	Bedford Pk Blvd	4	R291	2300 - 0030	
*General Duties- Nightly. See below	Lehman College				
** Major Duties Floors. See below	Bedford Pk Blvd Lehman College	4	R291	0030 - 0200	
***Major Duties - See below	Bedford Pk Blvd Lehman College	4	R291	0200 - 0230	
Lunch	Bedford Pk Blvd Lehman College	4	R291	0230 - 0300	
*General Duties- Nightly. See below	Kingsbridge Rd	4	R290	0315 - 0445	
** Major Duties Floors - See below	Kingsbridge Rd	4	R290	0445 - 0615	
***Major Duties - See below	Kingsbridge Rd	4	R290	0615 - 0645	
Report off duty	Bedford Pk Blvd Lehman College	4	R291	0700 -	
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including [both side of Jerome Ave]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and wipe Q-panels on mezzanine and platforms. Clean and wipe map frames. Remove trash from Booth, wipe exterior of booth. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.					
**Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mor all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Bucket wash stairways, Control area, platform and outside areas of Jerome Avenue (3 ft.). Bucket wash, deck brush, and remove stain from ADA tactile at all sides of platforms. Bucket wash and deck brush refuse housings.	2				
 ***Major Duty Cleaning - (Bedford Park Blvd - 0200-0230) (Kingsbridge Rd - 0615-0645) Sun: - Clean Mezzanine walls- Deck brush walls in mezzanine. Remove stains and scuff marks from mezzanine. Wipe and clean Doors and window ledges on mezzanine. Mon: Clean all S/Ws – Bucket wash and deck brush all street and platform S/Ws, Detail cleaning of threads and risers. Tue: Clean Platform Q-Panels – Deck brush Q-Panels on both platforms. Wed: Remove Pigeons' dropping and Street Stairways – Bucket wash and deck brush, clean and disinfect pigeons' dropping at the entrance of the station (Bedford Park Blvd). Bucket was all S/Ws at Kingsbridge Road. Thu: Clean Platform Q-Panels - Deck Brush Q-panels on platform. Fri: Scrubber Room and Employee Facility Rooms- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Sat: Bucket wash all Platform S/Ws – Bucket wash, deck brush, detail cleaning all platform S/Ws. 	5				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick Effective Date:		
Job#		Hours		RC#
NC0070A Station North		2300 - 0700		2754
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform General Duties Nightly- see below	Fordham Rd	4	R289	2300 - 0030
Major Duties Floors- see below	Fordham Rd	4	R289	0030 - 0200
Major Duties- see below	Fordham Rd	4	R289	0200 - 0230
Elevator Duties: [ELE#186, #187, #188]	Fordham Rd	4	R289	0230 - 0300
Lunch	Fordham Rd	4	R289	0300 - 0330
General Duties Nightly- see below	183 St	4	R288	0345 - 0500
Major Duties Floors	183 St	4	R288	0500 - 0615
Major Duties	183 St	4	R288	0615 - 0645
*General Duties Nightly- Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including [both side of Jerome Ave]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform, and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Wipe Q-panels on mezzanine and platform. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Organize supply rooms in mezzanine. Wipe sand box. Disinfect benches. Clean and wipe map frames. Remove trash from Booth, wipe exterior of booth. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Major Duty Floors Nightly- Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mo all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Bucket wash stairways, Control area, platform, and outside areas of Jerome Avenue (3 ft.). Bucket wash, deck brush, and remove stain from ADA tactile at				
 Elevator Duties- Clean and Polish [EL #186, #187, #188] Remove gum. Sweep, mop and disinfect elevator floors. Wipe down interior and exterior panel/ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator doors sills. Clean and wipe down the safety edge with a dry rag from top to bottom. Major Duty Cleaning - (Fordham Rd - 0200-0230) (183 Street - 0615-0645) Sun: - Clean Mezzanine walls- Deck brush walls in mezzanine. Remove stains and scuff marks from mezzanine. Wipe and clean Doors and window ledges on mezzanine. Mon: Clean all S/Ws – Bucket wash and deck brush all street and platform S/Ws, Detail cleaning of threads and risers. Tue: Clean Platform Q-Panels – Deck brush Q-Panels on both platforms. Wed: Remove Pigeons' dropping and Street Stairways – Bucket wash and deck brush, clean and disinfect pigeons' dropping at the entrance of the station (Bedford Park Blvd). Bucket was all S/Ws at Kingsbridge Road. Thu: Clean Platform Q-Panels - Deck Brush Q-panels on platform. Fri: Scrubber Room and Employee Facility Rooms- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Date: 7/16/2023		
Job#		Hours		RC#	
NC0071 Station North		2300 - 0700		2754	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform	Burnside Av	4	R287	2300 - 0030	
*General Duties- Nightly. See below	Burnside Av	4	R287	0030 - 0200	
*** Major Duties- Floors. See below	Burnside Av Burnside Av	4	R287	0030 - 0200	
*****Major Duties - See below	Burnside Av	4	R287	0200 - 0230	
*General Duties- Nightly. See below	Burnside Av	4	R287	0245 - 0315	
Lunch *General Duties- See below	176 St	4	R287	0330 - 0500	
	176 St	4	R286	0500 - 0615	
*** Major Duties- Floors. See below	176 St	4	R286	0615 - 0645	
****Major Duties - See below Report Off Duty.	Burnside Av	4	R287	0700 -	
Report On Buty.	Burnside Av	-	11207	0700 -	
Ceneral Dutics-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including [both sides of Jerome Ave]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon dooppings from all railings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drng marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitz all touch points. Clean and disinfect refuse rooms/refuse housings. Clean and wipe Q-panels on mezzanine and platforms. Clean EFR and employee restrooms. Wipe sand box. Disinfect benches. Clean and dip map frames. Remove trash from Booth, wipe exterior of booth. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine. More all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as tatiways, Control area, platform and outside areas of Jerome Avenue (3 ft.) Bucket wash. Bucket wash and feel an window ledges on mezzanine. Wipe and clean window ledges on mezzanine. Wipe and clean window ledges on mezzanine. Wipe and clean window ledges on mezzanine. Weir: Clean Me					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date	e: 7/16/2023
Job#		Hours		RC#
NC0072 Station North		2300 - 0700		2754
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	170 St	4	R284	2300 - 0030
*General Duties Nightly - see below				
**Major Duties Floors - see below	170 St	4	R284	0030 - 0200
****Major Duties - see below	170 St	4	R284	0200 - 0230
***Elevator Duties – See below	170 St	4	R284	0230 - 0300
Lunch	170 St	4	R284	0300 - 0330
*General Duties Nightly - see below	Mt Eden Av	4	R285	0345 - 0500
**Major Duties Floors - see below	Mt Eden Av	4	R285	0500 - 0615
****Major Duties - see below	Mt Eden Av	4	R285	0615 - 0645
Report Off Duty.	170 St	4	R284	0700 -
around all street stairways including [both side of Jerome Ave]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanin floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA factile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Wipe Q-panels on mezzanine and platform. Clean and disinfect refuse housings. Clean EFR and employee restrooms. Wipe sand box. Disinfect benches. Clean and wipe map frames. Remove trash from Booth, wipe exterior of booth. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mo all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Bucket wash stairways, Control area, platform and outside areas of Jerome Avenue (3 ft.). Bucket wash, deck brush, and remove stain from ADA tactile at all sides of platforms. Bucket wash and deck brush refuse housings.	р			
 Elevator Duties- Clean and Polish [EL #506, #507, #508]. Remove gum. Sweep, mop, disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass or all elevators on station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom. *Major Duty Cleaning - (170 Street - 0200-0230) (Mt. Eden Ave - 0615-0645) Sun: - Clean Mezzanine walls- Deck brush walls in mezzanine. Remove stains and scuff marks from mezzanine. Wipe and clean Doors and window ledges on mezzanine. Mon: Clean all S/Ws – Bucket wash and deck brush all street and platform S/Ws, Detail cleaning of threads and risers. Tue: Clean Platform Q-Panels – Deck brush Q-Panels on both platforms. Wed: Remove Pigeons' dropping and Street Stairways – Bucket wash and deck brush, clean and disinfect pigeons' droppin at the entrance of the station (Bedford Park Blvd). Bucket was all S/Ws at Kingsbridge Road. Thu: Clean Platform Q-Panels - Deck Brush Q-panels on platform. Fri: Scrubber Room and Employee Facility Rooms- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date:			e: 7/16/2023
Job#	н	RC#		
NC0072A Station North	2.	300 - 0700		2754
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday			200111	
Report On Duty In Full Uniform.	167 St	4	R283	2300 -
*General Duties Nightly - see below.	167 St	4	R283	2300 - 0030
**Major Duties Floors - See below.	167 St	4	R283	0030 - 0200
****Major Duties - See below.	167 St	4	R283	0200 - 0230
Lunch	167 St	4	R283	0230 - 0300
*General Duties Nightly - see below.	161 St Yankee Stadium	B D	N203	0315 - 0430
**Major Duties Floors - see below	161 St Yankee Stadium	B D	N203	0430 - 0545
**Major Duties Rotunda – On Baseball Seasons (Other times continue General Duties)	161 St Yankee Stadium	B D	N203	0545 - 0615
****Major Duties - see below.	161 St Yankee Stadium	B D	N203	0615 - 0645
Report Off Duty.	167 St	4	R283	0700 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including [both side of Jerome Ave]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform, and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Wipe Q-panels on mezzanine and platform. Clean and disinfect refuse housings. Clean EFR and employee restrooms. Organize supply rooms in mezzanine. Wipe sand box. Disinfect benches. Clean and wipe map frames. Remove trash from Booth, wipe exterior of booth. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot c				
Major Duties Rotunda Area (March 1 – Late October) – Bucket wash and Deck brush rotunda area in baseball seasons (regardless of game schedule). Remove Pigeon droppings – Bucket wash and deck brush / remove pigeon droppings on platforms, mezzanines, and stairways. Deck brush all S/Ws and mezzanines leading to rotunda and to both platforms. Clean, wipe, and polish turnstiles and exterior of booths R262A and R262B. Remove graffiti, stickers, and sticker/glue residue. Follow Major Duty schedule above other than baseball season (November – mid March). *Major Duty Cleaning - (167 Street - 0200-0230) (161 Street - 0615-0645) Sume Clean Magganing wells. Deck brush wells in megganing. Remove string and souff merks from megganing. Wing and				
 Sun: - Clean Mezzanine walls- Deck brush walls in mezzanine. Remove stains and scuff marks from mezzanine. Wipe and clean Doors and window ledges on mezzanine. Mon: Clean all Street S/Ws to 4 line– Bucket wash and deck brush all street and platform S/Ws, Detail cleaning of treads and risers. Tue: Clean Platform and Mezzanine Q-Panels – Deck brush Q-Panels on both platforms. Wed: Remove Pigeon droppings – Bucket wash and deck brush / remove pigeon droppings on platforms, mezzanines, and stairways. 				
Thu: Clean Platform and Mezzanine Q-Panels - Deck Brush Q-panels on platform. Fri: Remove Pigeon droppings – Bucket wash and deck brush / remove pigeon droppings on platforms, mezzanines, and stairways. Sat: Bucket wash all Street S/Ws to 4 line – Bucket wash, deck brush, detail cleaning all platform S/Ws.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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Pick Effective Date:	7/16/2023
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Date: 6/2/2023

2023 STAC Summer Pick	Pick Effective Date:			e: 7/16/2023
Job#	F	RC#		
NC0072B Station North	2	300 - 0700		2754
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	161 St Yankee Stadium	B D	N203	2300 -
*General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including [161 Street on main mezzanine and unmanned mezzanine]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Wipe sand box. Disinfect benches. Clean and wipe map frames. Clean EFR and employee restrooms. Clean exterior of booth, remove trash from booth N203. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.	1	B D	N203	2300 - 0030
** Major Duty Floors-Nightly (Unmanned mezzanine and S/Ws on D line) Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from unmanned mezzanine floors. Mop all stairway landings. Deck brush, bucket wash, and disinfect all S/Ws. Spot clean ADA tactile as required from both platforms. Disinfect feces and all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Bucket wash stairways to platforms. Bucket wash, deck brush, and remove stain from ADA tactile at all sides of platforms. Deck brush all tiles walls on D line platforms and unmanned mezzanine. Bucket wash and deck brush refuse rooms.	161 St Yankee Stadium	B D	N203	0030 - 0130
*** Major Duty Floors- (Main Mezzanine S/Ws and Street S/Ws to D and 4 line) Remove dust balls and gum from S/Ws 3 feet outside. Deck brush and disinfect gutters, sanitary bases. Disinfect feces and all urine and areas. Bucket wash passageway tiles walls. Mop EFR, CTA room, and Employees' restroom. Bucket wash stairways to platforms. Bucket wash, deck brush all street S/W's and mezzanine S/Ws to D and 4 line. Deck brush all tiles walls on main mezzanine.	161 St Yankee Stadium	B D	N203	0130 - 0230
Lunch	161 St Yankee Stadium	B D	N203	0230 - 0300
****Major Duties- Elevator. Clean and Polish EL# 131, 132, 133, 134, 135. Remove gum. Sweep, mop, disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators on station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills.	d Stadium	B D	N203	0300 - 0345
*****Major Duties- Escalators. Escalator 113, 114 - Detail Clean, wipe and polish Escalator 113, 114. Remove gum. Sweep, wipe dust from steps, side panels, and from top of escalator 112. Wipe down interior and exterior panels/ledge, top and bottom landing of escalator 113 and 114.	161 St Yankee Stadium	B D	N203	0345 - 0430
 ******Major Duty Cleaning - (0430-0500) Sun: - Clean Mezzanine walls- Deck brush walls in main mezzanine and passageway. Remove stains and scuff marks. Mon, Tue: Clean back mezzanine walls- Deck brush all tiles walls on back mezzanine and by S/W's. Wed: Clean mezzanine – Clean main mezzanine Street S/W's to D and 4 line. Thu: Employee Facility Room, Restroom, and CTA Room – Bucket wash all rooms. Organize supply rooms. Fri: Clean Refuse Room- Deck wash, and disinfect refuse room walls and floor on N/B and S/B D line. Sat: ADA Tactile Cleaning – Bucket wash and deck brush, remove stain from ADA tactile on N/B and S/B D platforms. 	161 St Yankee Stadium	B D	N203	0430 - 0500
*General Duties-Nightly See Above.	161 St Yankee Stadium	B D	N203	0500 - 0630
******Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed. Allow bathroom to dry 10 minutes before reopening. Open male and female public toilets.	161 St Yankee Stadium	B D	N203	0630 - 0700
Report Off Duty.	161 St Yankee Stadium	B D	N203	0700 -

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0073 Station North		0700 - 1500		2755
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	116 St	23	R302	0700 -
*General Duties- see below	116 St	2 3	R302	0700 - 1000
*Major Duty Cleaning	116 St	2 3	R302	1000 - 1100
Lunch	116 St	2 3	R302	1100 - 1130
*Pick Up and Deliver Cleaning Supplies	3 Av-149 St	2 5	R310	1140 - 1300
*General Duties- see below	116 St	2 3	R302	1310 - 1500
Report Off Duty.	116 St	2 3	R302	1500 -
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, and platforms. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty. *Pick Up and Deliver Cleaning Supplies - Pick Up and Deliver Cleaning Supplies - Pick up cleaning supplies from the storage rooms at 3rd Avenue - 149 Street and deliver to the following stations, or perform other duties as directed by supervision: Sun: 116 Street "2" Mon: Jackson Avenue "2" - Northbound supply room Tue: Time reserved for picking up supplies for Zone 3 from Material Control at 34 Street. Supervisor to adjust schedule or assign other tasks as needed. Wed: Prospect "2" - Northbound supply room Thu: Intervale Avenue "2" - Northbound supply room Thu: Intervale Avenue "2" Fri: Freeman Street "2" - Northbound supply room 				
 Sat: 174 Street "2" - Northbound supply room *Major Duty Cleaning- Sun: Booth- Clean booth R302 interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. 				
 Mon: Bucket wash and disinfect the noth end and south end of the Bronx bound platform. Tue: Tile Walls and Columns: Remove stains and scuff marks from tile walls and columns on the Manhattan bound platform. Wed: Chemical and Paper Supply Rooms - Tidy and organize chemical and paper supply rooms. Remove empty boxes. Wipe down Fire Extinguishers. Thu: Tile Walls and Columns: Remove stains and scuff marks from tile walls and columns on 241 Street bound platform. 				
Fri: Tile Walls and Columns: Remove stains and scuff marks from tile walls and columns in mezzanines. Sat: Bucket wash and disinfect the north end and south end of the Manhattan bound platform.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0074 Station North		0700 - 1500		2756
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform. Note: In the absence of coverage for SB and/or Mezzanine Job'(s), perform all listed duties in the SB platform and/or the Mezzanine, including NB platform.	125 St	456	R258	0700 -
**General Duties- see below- (NB Platform Including Stairways leading to mezzanine.	125 St	456	R258	0700 - 1100
Lunch	125 St	456	R258	1100 - 1130
*Major Duties- see below (NB Platform- Including Stairways leading to mezzanine)	125 St	456	R258	1130 - 1345
**General Duties- see below (NB Platform- Including Stairways leading to mezzanine)	125 St	456	R258	1345 - 1500
Report off duty .	125 St	456	R258	1500 -
**General Duties - Daily: Dust mop and remove gum from floors. Sweep and scrap platforms and mezzanine. Sweep and scrap stairways (NB Platform stairways leading to Mezzanine). Mop entire platform and mezzanine floors. Mop all stairway landings leading to upper-mezzanine and street level. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean and polish interior/exterior elevator cabs & surfaces/panels. Remove scruff marks/stains/footprints from tile walls. Perform all listed General duties and additional tasks. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty				
Major Duties – Daily Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. NB Platform: Remove stains, footprints, dust, scruff-marks from tile walls. Clean and polish exterior elevator cab/panels. Clean & polish stairway K-Rails/In-between spindles. RTO Facility/Tower: Clean/mop and disinfect, including restrooms Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose	e			

debris from refuse inserts and disinfect.

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick

Pick Effective Date: 7/	/16/2023
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Date: 6/2/2023

Job#	Hours			RC#	
NC0074A Station North		1500 - 2300		2756	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform.	125 St	456	R258	1500 -	
Note: In the absence of coverage for NB and/or SB platform Job'(s), perform all listed duties on the N/B and/or SB platform, including Mezzanine.					
**General Duties- see below- (Mezzanine, Including Street Stairways & Elevators)	125 St	456	R258	1500 - 1830	
Lunch	125 St	456	R258	1830 - 1900	
*Major Duties- see below- (Mezzanine, Including Street Stairways & Elevators)	125 St	456	R258	1900 - 2130	
**General Duties- see below (Mezzanine, Including Street Stairways & Elevators)	125 St	456	R258	2130 - 2300	
Report Off Duty.	125 St	456	R258	2300 -	
Inspect station for unsanitary conditions and correct. Sweep all stairs (mezzanine, and street). Clean/Scrap 3ft around all street stairways including [list areas outside station confines]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all widows and station signs. Wipe down sand boxes. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Clean & Polish trash receptacles. Remove stains, footprints & scruff marks on tile walls. Clean parabolic mirrors. Clean an polish interior/exterior elevator surface/panels. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.					
Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Back Mezz -Behind F. Office. Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes RTO Facilities/Tower: Clean, Mop & Disinfect rooms, including restrooms Mezzanine: Remove dust, stains, footprints & scruff marks from tile walls. Clean & polish stairway K-rails/In-between spindles. Mop interior and clean all ledges. Clean & polish interior & exterior glass. Remove stains/scruff marks from booth surface.					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STA	C Summer	Pick
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Pick Effective Date: 7/16/2023
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Date: 6/2/2023

INSTRUCTIONS Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Subarbal Sub	00 - 1500 LINE 4 4 4 4 4 4	BOOTH R294 R294	2754 HOURS
Sunday-Saturday Woodlawn *General Duties - See below Woodlawn **RTO Clean and disinfect RTO Men and Women toilets. Restock supplies in RTO restrooms. Remove trash from crew rooms and dispatcher's rooms. Perform other work as assigned by Station Supervisor or Manager. Woodlawn *General Duties - See below Mosholu Pkwy ****Major Duties - See below Woodlawn **General Duties- (re-scrap station, empty trash receptacles, Remove pigeons droppings) Mosholu Pkwy Report Off Duty. Woodlawn Woodlawn *General Duties- See below Woodlawn Woodlawn *General Duties- Remove all statins, splita forms, mczamines, and passageways. Wipe down & distinct at latairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEEFs/HXT) in control areas including OMNY validators. Wipe down all digital dpanels, HPI Units, FDNY Standpipe Outlets. Clean all drag maraks on floor areas. Empty distinct and clean chrorom to yro and tr	4 4 4	R294 R294	0700 - 0830
Sunday-Saturday Woodlawn *General Duties - See below Woodlawn **RTO Clean and disinfect RTO Men and Women toilets. Restock supplies in RTO restrooms. Remove trash from crew rooms and dispatcher's rooms. Perform other work as assigned by Station Supervisor or Manager. Woodlawn *General Duties - See below Mosholu Pkwy ****Major Duties - See below Woodlawn **General Duties- (re-scrap station, empty trash receptacles, Remove pigeons droppings) Mosholu Pkwy Report Off Duty. Woodlawn Woodlawn *General Duties- See below Woodlawn Woodlawn *General Duties- Remove all statins, splita forms, mczamines, and passageways. Wipe down & distinct at latairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEEFs/HXT) in control areas including OMNY validators. Wipe down all digital dpanels, HPI Units, FDNY Standpipe Outlets. Clean all drag maraks on floor areas. Empty distinct and clean chrorom to yro and tr	4	R294	
General Duties- See below Woodlawn **TerTO Cleaning - Clean and disinfect RTO Men and Women toilets. Restock supplies in RTO restrooms. Remove trash from crew rooms and dispatcher's rooms. Perform other work as assigned by Station Supervisor or Manager. Woodlawn *General Duties- See below Mosholu Pkwy Lunch Mosholu Pkwy **Major Duties - See below Mosholu Pkwy Lunch Mosholu Pkwy ****Major Duties - See below Woodlawn *General Duties- See below Woodlawn *General Duties- (re-scrap station, empty trash receptacles, Remove pigeons droppings) Mosholu Pkwy *General Duties- (re-scrap station, empty trash receptacles, Remove pigeons droppings) Woodlawn *General Duties- See below Woodlawn *General Duties- and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMMY validators. Wipe down all digital ad panels, HPI Units, FDNY Statndpipe Outlets. Clean all trains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all ralings, stairways, platforms, and outside areas (3 ft.) Clean all ledges and benches. Clean all windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove graftift, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employec	4	R294	
from crew rooms and dispatcher's rooms. Perform other work as assigned by Station Supervisor or Manager. Mosholu Pkwy *General Dutices - See below Mosholu Pkwy ****Major Duties - See below Woodlawn ****Major Duties - See below Woodlawn *General Duties- (re-scrap station, empty trash receptacles, Remove pigeons droppings) Mosholu Pkwy Report Off Duty. *General Duties- Duties - Clean Station, end stetich Clean/Scrap 3ft around all street stativary handraiks. Clean and opolish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean and disinfect all starvay handraiks. Clean and polish AFC equipment tops on all trash receptacles. Remove all station signs. Wipe down sandboxes. Empty disinfect and clean chrome tops on all trash receptacles. Remove all station signs. Wipe down sandboxes. Empty both trash, clean exterior booth panels and both windows (use water only). Disinfect all urine areas, disinfect mole and disinfect and and fisinfect the lean chrome all pigeon droppings from all railings, stairways, platforms, and outside areas (3 ft.) Clean and boy batter bow all statin statice station you are assigned to clean ADA tactile. Declorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Public Toilet Duties:: Cleas Public Restroom at	4		
*General Duties- See below Mosholu Pkwy *****Major Duties - See below Mosholu Pkwy Lunch Mosholu Pkwy **Public Restroom Duties and Open public toilets - see below (General duties - 1230-1300) Woodlawn ****Major Duties - See below Woodlawn *****Major Duties - See below Woodlawn **General Duties- (re-scrap station, empty trash receptacles, Remove pigeons droppings) Mosholu Pkwy Report Off Duty. **General Duties-, and street). Clean/Scrap 3ft around all street statirways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MMMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all station signs. Wipe down sandboxes. Empty, disinfect and clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigcon droppings from all railings, stairways, platforms, and outside areas (3 ft.) Clean all bedges and benches. Clean and wipe map frames. Remove trash from Booth, wipe exterior of booth. Remove stain and spot clean ADA tactile. Deodrize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. ***Public Toilet Duties: Close Public Restroom at 1200 hours. Clean EFA and employee restrooms. Empty trash cans. Sime form Booth, wipe exterior of booth. Remove stain and spot clean ADA tactile. Deodrize the entire station upon arriving and depariting e		D2 02	0830 - 0900
Lunch Mosholu Pkvy **Public Restroom Duties and Open public toilets – see below (General duties - 1230-1300) Woodlawn ****Major Duties - ferstrooms out of service, listed General Duties will be performed. Woodlawn ****Major Duties - See below Woodlawn *General Duties- (re-scrap station, empty trash receptacles, Remove pigeons droppings) Mosholu Pkvy Report Off Duty. *General Duties-Querescrap station, empty trash receptacles, Remove pigeons droppings) Woodlawn *General Duties- (re-scrap station, empty trash receptacles, Remove pigeons droppings) Mosholu Pkwy Report Off Duty. *General Duties-See below Woodlawn *General Duties- (re-scrap station, empty trash receptacles, Remove pigeons droppings) Mosholu Pkwy Platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Wipe down sandboxes. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all graffit, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Empty trash cans at RTO facility, clean and disinfect metal and female toilets. Wipe and bouties. Clean ADA tacilie. Deodorize the entire station upon arriving and departing each	4	R293	0900 - 1050
Lunch Mosholu Pkwy **Public Restroom Duties and Open public toilets – see below (General duties - 1230-1300) Woodlawn Note- If public restrooms out of service, listed General Duties will be performed. Woodlawn ****Major Duties - See below Woodlawn *General Duties- (re-scrap station, empty trash receptacles, Remove pigeons droppings) Mosholu Pkwy Report Off Duty. *General Duties-Daily: Open public restrooms at 0700 hours. Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and frag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Empty trash cans at RTO facility, clean and disinfect male and female toilets. Wipe sand box. Disinfect benches. Clean and wippe may frames. Remove trash from Booth, wipe exterior of booth. Remove stain and spot clean ADA tacile. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. <td< td=""><td></td><td>R293</td><td>1050 - 1120</td></td<>		R293	1050 - 1120
Public Restroom Duties and Open public toilets – see below (General duties - 1230-1300) Woodlawn Note- If public restrooms out of service, listed General Duties will be performed. Woodlawn **Major Duties - See below Woodlawn *General Duties- (re-scrap station, empty trash receptacles, Remove pigeons droppings) Mosholu Pkwy *General Duties-Daily: Open public restrooms at 0700 hours. Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital apanels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Wipe down sandboxes. Empty, disinfect and clean exterior tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth window (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platforms, and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and demployee restrooms. Empty trash cans at RTO facility, clean and disinfect male and female toilets. Wipe sand box. Disinfect benches. Clean and wipe map frames. Remove trash from Booth, wipe exterior of booth. Remove stain and spot clean ADA tactile. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. <	4	R293	1120 - 1150
****Major Duties - See below Woodlawn *General Duties- (re-scrap station, empty trash receptacles, Remove pigeons droppings) Mosholu Pkwy Report Off Duty. *General Duties-Daily: Open public restrooms at 0700 hours. Inspect station for unsanitary conditions and correct. Sweep all statisr (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all graffit, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Empty trash cans at RTO facility, clean and disinfect male and female toilets. Wipe sand box. Disinfect benches. Clean and wipe map frames. Remove trash from Booth, wipe exterior of booth. Remove stain and spot clean ADA tactile. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Public Toile Duties: Close Public Restroom at 1200 hours. Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffit and stickers including residue. Empty trash cans. Sweep, mop and di	4	R294	1200 - 1300
*General Duties- (re-scrap station, empty trash receptacles, Remove pigeons droppings) Mosholu Pkwy Report Off Duty. *General Duties-Daily: Open public restrooms at 0700 hours. Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stativays. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platforms, and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Empty trash cans at RTO facility, clean and disinfect male and female toilets. Wipe sand box. Disinfect benches. Clean and wipe map frames. Remove trash from Booth, wipe exterior of booth. Remove stain and spot clean ADA tactile. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. ***Public Toilet Duties: Close Public Restroom at 1200 hours. Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empt	4	R294	1300 - 1330
Report Off Duty. *General Duties-Daily: Open public restrooms at 0700 hours. Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Wipe down sandboxes. Empty, disinfect and clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platforms, and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Empty trash cans at RTO facility, clean and disinfect male and female toilets. Wipe sand box. Disinfect burches. Clean and wipe map frames. Remove trash from Booth, wipe exterior of booth. Remove stain and spot clean ADA tactile. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Public Toilet Duties: Close Public Restroom at 1200 hours. Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffit and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers, and soap as needed. Allow bathroom to dry 10 minutes before reopening. Open Public restroom at 1300 hours. *****Major Duty Cleaning - (1300-1330) Sun: Clean Q-panels and exterior wall to offices on side platforms- Deck Brush Q panels on platform. Mon:	4	R293	1340 - 1445
 unpaid mezzanine Wed: Clean Mezzanine walls- Deck brush walls in mezzanine. Remove stains and scuff marks from mezzanine. Wipe and clean window ledges on mezzanine. Thu: Remove Pigeon droppings – Bucket wash and deck brush / remove pigeon droppings on platforms, mezzanines, and stairways. Deck brush all S/Ws to platforms and station entrances, including N/E of island platform over SW P2A/B and unpaid mezzanine Fri: Clean Platform walls- Remove stains and scuff marks from platform walls. Sat: Remove Pigeon droppings – Bucket wash and deck brush / remove pigeon droppings on platforms, mezzanines, and stairways. Deck brush all S/Ws to platforms and station entrances, including N/E of island platform over SW P2A/B and unpaid mezzanine. ****Major Duty Cleaning - (1050-1120) Sun: - Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX. Clean and organize scrubber room Mon: Remove Pigeon droppings – Bucket wash and deck brush / remove pigeon droppings on platforms, mezzanines, and stairways (Mosholu Pkwy). Tue: Clean Platform Tile walls- Remove stains and scuff marks from platform tile walls" on 4 - Line. Clean and disinfect pigeons' droppings – Bucket wash and deck brush / remove pigeon droppings on platforms, mezzanines, and stairways (Mosholu Pkwy). Fri: Clean Platform Tile walls- Remove stains and scuff marks from mezzanine. Wipe and clean window ledges on mezzanine. Remove pigeon droppings – Bucket wash and deck brush / remove pigeon droppings on platforms, mezzanines, and stairways (Mosholu Pkwy). Fri: Clean Platform Tile walls- Remove stains and scuff marks from platform tile walls" on 4 - Line. Clean and disinfect pigeons' droppings – Bucket wash and deck brush / remove pigeon droppings on platforms, mezzanines, and stairways (Mosholu Pkwy). Fri: Clean Platform Tile walls- Remove stains and scuff marks fro		R294	

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0076 Station North		0700 - 1500		2754
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	183 St	4	R288	0700 - 0850
*General Duties- See below				
*General Duties- See Below **Major Duties – See Below	183 St	4	R288	0850 - 0920
*General Duties- See below	Fordham Rd	4	R289	0930 - 1100
Lunch	Fordham Rd	4	R289	1100 - 1130
***Major Duties – Elevators, See Below	Fordham Rd	4	R289	1130 - 1200
**Major Duties – See Below	Fordham Rd	4	R289	1200 - 1230
*General Duties- See Below	Fordham Rd	4	R289	1230 - 1330
*General Duties- See Below	183 St	4	R288	1340 - 1500
Report Off Duty.	183 St	4	R288	1500 -
passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Clean Q-panels. Wipe sand box. Disinfect benches. Clean and wipe map frames. Remove stain and spot clean ADA tactile. Clean and disinfect pigeons' dropping. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
 **Major Duty Cleaning Sun: - Clean Q-panels: Clean, wipe Q-panels on N/B and S/B platform. Mon: Clean Mezzanine and walls including Window ledges - Remove stains and scuff marks from main mezzanine and S/Ws. Clean and wipe window ledges. Tue: Clean Q-panels: Clean, wipe Q-panels on S/B platform. Wed: Clean Q-panels: Clean, wipe Q-panels on N/B platform. Thu: Clean Mezzanines and walls including Window ledges - Remove stains and scuff marks from mezzanines and S/Ws. Clean and wipe window ledges. Fri: Clean Mezzanines and walls including Window ledges - Remove stains and scuff marks from mezzanines and S/Ws. Clean and wipe window ledges. Fri: Clean Elevators – Thoroughly mop, wipe, clean, disinfect all elevators (Fordham Rd). Clean, mop, disinfect refuse housings thoroughly. Sat: Clean S/Ws thoroughly: Clean, mop, wipe all street, mezzanine, and platform S/Ws thoroughly including 3 feet on both sides of Jerome Ave. 				
Elevator Duties Clean and Polish [ELE#'s #186, #187, #188]. Remove gum. Sweep, mop and disinfect elevator floors. Wipe down interior and exterior panel/ledges on all levels (street, mezzanine and platforms). Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker/glue residue. Remove debris from elevator doors sills. Clean and wipe down the safety edge with a dry rag from top to bottom.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date:		7/16/2023	
Job#	I	Hours		RC#
NC0077 Station North		0700 - 1500		2754
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	176 St	4	R286	0700 - 0900
*General Duties- See below				
**Major Duties - See below	176 St	4	R286	0900 - 0930
*General Duties- See below	Burnside Av	4	R287	0940 - 1130
Lunch	Burnside Av	4	R287	1130 - 1200
**Major Duties – See Below	Burnside Av	4	R287	1200 - 1230
*General Duties- See Below	Burnside Av	4	R287	1230 - 1350
*General Duties- See Below	176 St	4	R286	1400 - 1500
Report Off Duty.	176 St	4	R286	1500 -
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways on both sides of Jerome Ave. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove graffit, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Clean Q-panels. Wipe sand box. Disinfect benches. Clean and wipe map frames. Remove stain and spot clean ADA tactile. Clean and disinfect pigeons' dropping. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Major Duty Cleaning Sun: - Clean Mezzanine and walls including Window ledges - Remove stains and scuff marks from main mezzanine and S/Ws. Clean and wipe window ledges. Mon: Q-panels on 4 line: clean, wipe Q-panels on N/B platform. Wed: Clean Mezzanines and walls including Window ledges - Remove stains and scuff marks from mezzanines and S/Ws. Clean and wipe window ledges. Thu: Clean Mezzanines and walls including Window ledges - Remove stains and scuff marks from mezzanines and S/Ws. Clean and wipe window ledges. Thu: Clean Mezzanines and walls including Window ledges - Remove stains and scuff marks from mezzanines and S/Ws. Clean and wipe window ledges. Thu: Clean Mezzanines and walls including Window ledges - Remove stains a				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#	Но	ours		RC#
NC0078 Station North	15	00 - 2300		2754
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	Bedford Pk Blvd Lehman College	4	R291	1500 -
*General Duties- See below	Bedford Pk Blvd Lehman College	4	R291	1500 - 1700
**Major Duties – See Below	Bedford Pk Blvd Lehman College	4	R291	1700 - 1730
*** RTO Yard Cleaning, See below	Bedford Pk Blvd Lehman College	4	R291	1730 - 1830
Lunch	Bedford Pk Blvd Lehman College	4	R291	1830 - 1900
*General Duties- See below	Kingsbridge Rd	4	R290	1910 - 2110
**Major Duties – See Below	Kingsbridge Rd	4	R290	2110 - 2150
*General Duties- See below	Bedford Pk Blvd Lehman College	4	R291	2200 - 2300
Report Off Duty.	Bedford Pk Blvd Lehman College	4	R291	2300 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform, and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Clean Q-panels. Wipe sand box. Disinfect benches. Clean and wipe map frames. Remove stain and spot clean ADA tactile. Clean and disinfect pigeons' dropping. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Major Duty Cleaning Sun: - Clean Mezzanines and walls including Window ledges - Remove stains and scuff marks from mezzanines and S/Ws. Clean and wipe window ledges. Mon: Clean S/Ws thoroughly: Clean, mop, wipe all street, mezzanine, and platform. Thu: Clean Mezzanine and walls including Window ledges - Remove stains and scuff marks from main mezzanine and S/Ws. Clean Q-panels on 4 line: clean, wipe Q-panels on N/B and S/B platform. Thu: Clean Mezzanine and walls including Window ledges - Remove stains and scuff marks from main mezzanine and S/Ws. Clean and wipe window ledges. Fri: Clean Q-panels on 4 line: clean, wipe Q-panels on N/B & S/B platform. Thu: Clean Mezzanine and walls including Window ledges - Remove stains and scuff marks from m				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0078A Station North		1500 - 2300		2754
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform General Duties- See below	Burnside Av	4	R287	1500 - 1700
Major Duties – See Below	Burnside Av	4	R287	1700 - 1730
General Duties- See below	176 St	4	R286	1740 - 1930
Lunch	176 St	4	R286	1930 - 2000
Major Duties – See Below	176 St	4	R286	2000 - 2030
General Duties- See below	176 St	4	R286	2030 - 2130
General Duties- See below	Burnside Av	4	R287	2140 - 2240
Report Off Duty.	Burnside Av	4	R287	2300 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Clean Q-panels. Wipe sand box. Disinfect benches. Clean and wipe map frames. Remove stain and spot clean ADA tactile. Clean and disinfect pigeons' dropping. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Major Duty Cleaning Suu: - Clean Mezzanines and walls including Window ledges - Remove stains and scuff marks from mezzanines and S/Ws. Clean and wipe window ledges. Mon: Clean S/Ws thoroughly: Clean, mop, wipe all street, mezzanine, and platform. S/Ws thoroughly. Tue: Clean Refuse Housings – Thoroughly mop, clean, disinfect Refuse housings. Wed: Clean Q-panels on 4 line: clean, wipe Q-panels on N/B and S/B platform. Thu: Clean Mezzanine and walls including Window ledges - Remove stains and scuff marks from main mezzanine and S/Ws. Clean and wipe window ledges. Fri: Clean Q-panels on 4 line: clean, wipe Q-panels on S/B platform. Sat: Clean Q-panels on 4 line: clean, wipe Q-panels on S/B platform.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick l	Effective Date:	7/16/2023
Job#	F	lours		RC#
NC0079 Station North	0	700 - 1500		2754
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	161 St Yankee	B D	N203	0700 - 0845
*General Duties- See below	Stadium			
***Major Duties – Escalators, See below	161 St Yankee Stadium	B D	N203	0845 - 0930
**Major Duties – See below	161 St Yankee Stadium	B D	N203	0930 - 1000
*General Duties- See below	167 St	4	R283	1010 - 1145
Lunch	167 St	4	R283	1145 - 1215
**Major Duties – See below	167 St	4	R283	1215 - 1245
*General Duties- See below	167 St	4	R283	1245 - 1345
*General Duties- See below	161 St Yankee Stadium	B D	N203	1400 - 1500
Report Off Duty.	161 St Yankee Stadium	B D	N203	1500 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stairs, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean employee restrooms on '4' mezzanine. Clean Q-panels. Wipe sand box. Disinfect benches. Clean and wipe map frames. Remove stain and spot clean ADA tactile. Clean Rotunda area and remove pigeons' dropping in game season. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Major Duty Cleaning Sun: - Clean and wipe window ledges. Mon: Clean Rotunda area thoroughly (in game season, other times Nov- early March, clean All 4-line S/Ws thoroughly): Remove stains and scuff marks, and pigeons' droppings thoroughly from floor. Off baseball seasons, clean, mop, wipe all 4-line S/Ws thoroughly. Tue: Clean Exterior of ES 113, 114 – Thoroughly wipe, clean, disinfect outer and upper panels of ES113, and 114 including top landing. Wed: Clean A Mezzanine and S/Ws. Clean '4' Mezzanine and walls including Window ledges - Remove stains and scuff marks from main mezzanine and S/Ws. Clean and wipe window ledges. Thu: Clean Rotunda area thoroughly (in game season, other times Nov- early March, clean	5			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date:		7/16/2023	
Job#	Hours			RC#
NC0080 Station North	070	00 - 1500		2755
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Bronx Park East	2 5	R326	0700 -
*General Duties- see below	Bronx Park East	2 5	R326	0700 - 0820
*Major Duty Cleaning	Bronx Park East	2 5	R326	0820 - 0920
*General Duties- see below	West Farms Sq E Tremont Av	2 5	R323	0930 - 1100
Lunch	West Farms Sq E Tremont Av	2 5	R323	1100 - 1130
*Major Duty Cleaning	West Farms Sq E Tremont Av	2 5	R323	1130 - 1230
*General Duties- see below	West Farms Sq E Tremont Av	2 5	R323	1230 - 1340
*General Duties- see below	Bronx Park East	2 5	R326	1350 - 1500
Report off duty *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, and platforms. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platforms, passageways, mezzanines, and outside areas (3 ft.). Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty.	Bronx Park East	2 5	R326	1500 -
 *Major Duty Cleaning- Sun: Booth- Clean booth (R323 and R326) interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Mon: Employee Toilets- Clean toilet: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Tue: Employee Facility Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator, microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguishers. Wed: Supply Rooms / CTA Slop Sink Room- Tidy and organize supply rooms and CTA slop sink room. Remove empty boxes. Wipe down Fire Extinguishers. Thu: Q-Panels/Fiberglass Panels/Wind Breakers/Concrete Walls: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Concrete Walls on 241 Street bound platform. Fri: Wall tiles/Fiberglass Panels/Concrete Walls: Remove stains and scuff marks from Wall Tiles/Fiberglass Panels/Concrete Walls: Remove stains and scuff marks from Wall Tiles/Fiberglass Panels/Concrete Walls in mezzanines. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick

Pick Effective Date:	7/16/2023
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Date: 6/2/2023

Job#		Hours		RC#
NC0081 Station North		0700 - 1500		2756
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	125 St	456	R258	0700 -
Note: In the absence of coverage for NB and/or Mezzanine Job'(s), perform all listed duties in the NB platform and/or Mezzanine, including S/B platform.	the			
**General Duties- See below (SB Plat & SW to NB)	125 St	456	R258	0700 - 0930
*Major Duties- See below (SB Plat & SW to NB)	125 St	456	R258	0930 - 1200
Lunch	125 St	4 5 6	R258	1200 - 1230
**General Duties- See below (SB Plat & SW to NB)	125 St	4 5 6	R258	1230 - 1500
Report off duty.	125 St	456	R258	1500 -
**General Duties - Daily: Dust mop and remove gum from floors. Sweep and scrap platforms and mezzanine. Sweep and scrap stairways (NB Platform stairways leading to Mezzanine). Mop entire platform and mezzanine floors. Mop all stairway landings leadin upper-mezzanine and street level. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior or receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean and polish interior/exterior elevator cabs & surfaces/panels. Remove scuff marks/stains/footprints from tile walls. Perform listed General duties and additional tasks. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.	tactile f trash d all			
Major Duties – Daily: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bott Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. NB Platform: Remove stains, footprints, dust, scruff-marks from tile walls. Clean and polish exterior elevator cab/pane Clean & polish stairway K-Rails/In-between spindles. RTO Facility/Tower: Clean/mop and disinfect including restrooms Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove debris from refuse inserts and disinfect.	ls.			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick

Pick Effective Date:	7/16/2023
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Date: 6/2/2023

Job#		Hours		RC#
NC0082 Station North		0700 - 1500		2756
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform Note: In the absence of coverage for SB Job'(s), perform all listed duties on the SB platform and Mezzanines, including NB platform.	86 St	456	R250	0700 -
**General Duties- see below (NB Platforms)	86 St	4 5 6	R250	0700 - 0930
*Major Duties- see below (NB Platforms)	86 St	4 5 6	R250	0930 - 1200
Lunch	86 St	4 5 6	R250	1200 - 1230
**General Duties- see below (NB Platforms)	86 St	4 5 6	R250	1230 - 1500
Report Off Duty.	86 St	456	R250	1500 -
**General Duties - Daily: Dust mop and remove gum from floors. Sweep and scrap platforms and mezzanine. Sweep and scrap stairways (NB Platform leading to Mezzanine). Mop entire platform and mezzanine floors. Mop all stairway landings leading to upper-mezzanine and street level. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean and polish interior/exterior elevator cabs & surfaces/panels. Remove scruff marks/stains/footprints from tile walls. Perform all listed General duties and additional tasks. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
Major Duties - Daily: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. NB Platform: Remove stains, footprints, dust, scruff-marks from tile walls. Clean and polish exterior elevator cab/panels. Clean & polish stairway K-Rails/In-between spindles. Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick

Pick Effective Date:	7/16/2023
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Date: 6/2/2023

Job#		Hours		RC#
NC0082A Station North		0700 - 1500		2756
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform. Note: In the absence of coverage for SB Job'(s), perform all listed duties on the SB platform and Mezzanines, including NF platform.	86 St	456	R250	0700 -
**General Duties- see below (SB Platform)	86 St	456	R250	0700 - 0930
*Major Duties- see below (SB Platform)	86 St	4 5 6	R250	0930 - 1230
Lunch	86 St	456	R250	1230 - 1300
**General Duties- see below (SB Platform)	86 St	4 5 6	R250	1300 - 1500
Report Off Duty. **General Duties - Daily: Dust mop and remove gum from floors. Sweep and scrap platforms and mezzanine. Sweep and scrap stairways (NB Platform leading to Mezzanine). Mop entire platform and mezzanine floors. Mop all stairway landings leading to upper-mezzanine and street level. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tacti as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of tras receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean and polish interior/exterior elevator cabs & surfaces/panels. Remove scruff marks/stains/footprints from tile walls. Perform all listed General duties and additional tasks. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Major Duties - Daily: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. NB Platform: Remove stains, footprints, dust, scruff-marks from tile walls. Clean and polish exterior elevator cab/panels.		456	R250	1500 -

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick Effective Date:		
Job#		Hours		RC#
NC0083 Station North		0700 - 1500		2763
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report on Duty in Full Uniform. *Perform General Duties and Elevator Duties*-see below	59 St	456	R244	0700 - 0900
*Perform General Duties *Northbound Platform Upper Level and Underpass/Passageway				
*Perform General Duties * Northbound Upper Level Mezzanine & Stairways.	59 St	456	R244	0900 - 1000
Lunch	59 St	456	R244	1000 - 1030
*Perform General Duties *Northbound Platform Lower Level and Underpass/Passageway	59 St	456	R244	1030 - 1230
Major Duty See below	59 St	456	R244	1230 - 1330
*Perform General Duties * Entire Station	59 St	456	R244	1330 - 1500
Report off duty.	59 St	456	R244	1500 -
*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including [list areas outside station confines]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.).Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Deck brush stains on concrete floors. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. "Dedorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." *Major Duty Cleaning- Sun: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Mon: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Tue: Cleaning Q-Panels (weekly)- Remove stains and scuff marks from "Q-Panels" on platforms. Wed: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thu: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines	2			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick Pick Effective Date: 7/16/2023 Job# Hours RC# NC0084 0700 - 1500 **Station North** 2762 BOOTH HOURS **INSTRUCTIONS STATION** LINE Sunday-Saturday Grand Central 42 456 R238 0700 - 0730 Report on Duty in Full Uniform. *Perform General Duties-see below St Major Duty* Refuse Room R238 0730 - 0930 Grand Central 42 456 *Perform General Duties *North and Southbound Platforms including R240 Paid Mezzanine to N/S/B Platforms. St R238 0930 - 1030 Grand Central 42 456 **Elevator Duties** See below - ELE205, ELE206 St Grand Central 42 456 R238 1030 - 1100 Lunch St Grand Central 42 456 R238 1100 - 1200 ** Major Duty** See below St Grand Central 42 456 R238 1200 - 1500 *Perform General Duties *North and Southbound Platforms including R240 Paid Mezzanine to N/S/B Platforms. St Report off duty. Grand Central 42 456 R238 1500 -St *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including [list areas outside station confines]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Deck brush stains on concrete floors. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." *Major Duty Cleaning-Sun: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies Mon: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Tue: Cleaning O-Panels (weekly)- Remove stains and scuff marks from "O-Panels" on platforms. Wed: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thu: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX. Fri: Booth- Clean booth [booth R240] interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Sat: Office- Clean desks, table tops, Quench unit, refrigerator and microwave. Sweep and mop floors, disinfect. Clean employee toilet inside of office. **Elevator Duties -Clean and polish [ELE 205 & ELE 206]. Remove gum. Sweep, mop, and disinfect elevator floors. Wipe down interior and exterior panels/ ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date:			7/16/2023
Job#	Hours			RC#
NC0085 Station North	070	0 - 1500		2762
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform. *Perform General Duties-see below	Grand Central 42 St	456	R238	0700 - 0730
Major Duty* Refuse Room				
*Perform General Duties *Entire Mezzanine Paid / Unpaid, including Lexington Avenue Passageway.	Grand Central 42 St	456	R238	0730 - 1000
Elevator Duties See below - ELE244, ELE296	Grand Central 42 St	456	R238	1000 - 1100
Lunch	Grand Central 42 St	456	R238	1100 - 1130
** Major Duty** See below	Grand Central 42 St	456	R238	1130 - 1230
*Perform General Duties *Entire Mezzanine Paid / Unpaid, including Lexington Avenue Passageway.	Grand Central 42 St	456	R238	1230 - 1500
Report Off Duty.	Grand Central 42 St	456	R238	1500 -
*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including [list areas outside station confines]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.).Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Deck brush stains on concrete floors. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty."				
 *Major Duty Cleaning- Sun: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Mon: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Tue: Cleaning Q-Panels (weekly)- Remove stains and scuff marks from "Q-Panels" on platforms. Wed: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thu: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX. Fri: Booth- Clean booth [booth R238] interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Sat: Office- Clean desks, table tops, Quench unit, refrigerator and microwave. Sweep and mop floors, disinfect. Clean employee toilet inside of office. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick E	ffective Date:	7/16/2023
Job#		ours		RC#
NC0086 Station North	150	00 - 2300		2762
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Grand Central 42	4 5 6	R238	1500 -
*Perform General Duties-see below	St			
Major Duty* Refuse Room	Grand Central 42 St	456	R238	1500 - 1530
*Perform General Duties * Entire Mezzanine (Shuttle Passageway to R240 Control Area) Paid / Unpaid including Ramp Area leading to LIRR and MNR.	Grand Central 42 St	S	R238	1530 - 1800
Lunch	Grand Central 42 St	456	R238	1800 - 1830
*Perform General Duties * Lexington Avenue Passageway, Shuttle Mezzanine Paid / Unpaid including Unpaid Passageway (R233 & R236 Control Area).	Grand Central 42 St	456	R238	1830 - 2030
**Major Duty* see below	Grand Central 42 St	456	R238	2030 - 2130
**Elevator Cleaning* Clean & Disinfect ELE296, ELE204	Grand Central 42 St	456	R238	2130 - 2200
*Perform General Duties * Entire Mezzanine (Shuttle Passageway to R240 Control Area) Paid / Unpaid including Ramp Area leading to LIRR and MNR	Grand Central 42 St	456	R238	2200 - 2300
Report Off Duty.	Grand Central 42 St	456	R238	2300 -
*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including [list areas outside station confines]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.).Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Deck brush stains on concrete floors. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. ** Elevator Duties** Clean and polish elevators. Remove gum. Sweep, mop, and disinfect elevator floors. Wipe down interior and exterior panels/ ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.				
 *Major Duty Cleaning- Sun: Booth- Clean booth [booth R238] interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Mon: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Tue: Cleaning Q-Panels (weekly)- Remove stains and scuff marks from "Q-Panels" on platforms. Wed: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thu: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX. Fri: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Sat: Office- Clean desks, table tops, Quench unit, refrigerator and microwave. Sweep and mop floors, disinfect. Clean employee toilet inside of office. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick Pick Effective Date: 7/16/2023 Job# Hours RC# NC0087 0700 - 1500 **Station North** 2762 BOOTH HOURS **INSTRUCTIONS STATION** LINE Sunday-Saturday Grand Central 42 456 R238 0700 - 0730 Report On Duty In Full Uniform. *Perform General Duties-see below St Major Duty* Refuse Room R238 Grand Central 42 456 0730 - 0900 *Perform General Duties * Island Platform and Escalator 207 & 210 Landing Area St Grand Central 42 R238 0900 - 1030 456 *Perform General Duties *Passageway / Ramp Area Leading to 7 Line (including stairways). St 1030 - 1100 Grand Central 42 456 R238 Lunch St Grand Central 42 456 R238 1100 - 1215 *Perform General Duties** R241 Control Area Mezzanine and Stairways, Esc 203 & 204 landing Area. ** Elevator Duties** see below - ELE 244 St Grand Central 42 456 R238 1215 - 1300 **Major Duty** See below St Grand Central 42 456 R238 1300 - 1500 *Perform General Duties * Entire Station St R238 Report off duty. Grand Central 42 456 1500 -St *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including [list areas outside station confines]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Deck brush stains on concrete floors. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." ** Elevator Duties** Clean and polish elevators. Remove gum. Sweep, mop, and disinfect elevator floors. Wipe down interior and exterior panels/ ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom. *Major Duty Cleaning-Sun: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Mon: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Tue: Cleaning Q-Panels (weekly)- Remove stains and scuff marks from "Q-Panels" on platforms. Wed: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thu: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX. Fri: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Sat: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies.

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#	Hours			RC#
NC0088 Station North	070	00 - 1500		2762
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform. *Perform General Duties-see below	Grand Central 42 St	456	R238	0700 - 0730
Major Duty* Refuse Room				
*Perform General Duties * Platform and Shuttle Passageway including ramp leading to MNR, LIRR.	Grand Central 42 St	456	R238	0730 - 0900
*Perform General Duties *R233 Control Area (Madison Avenue Exit).	Grand Central 42 St	456	R238	0900 - 1000
Lunch	Grand Central 42 St	456	R238	1000 - 1030
Clean & Disinfect Employee's Facility Room & Toilets.	Grand Central 42 St	456	R238	1030 - 1100
*Perform General Duties** R236 Control Area and Unpaid Passageway (including Golden Steps).	Grand Central 42 St	456	R238	1100 - 1230
Major Duty See below	Grand Central 42 St	456	R238	1230 - 1300
*Perform General Duties * Entire Station	Grand Central 42 St	456	R238	1300 - 1500
Report Off Duty.	Grand Central 42 St	456	R238	1500 -
*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including [list areas outside station confines]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pig droppings from all railings, stairways, platform and outside areas (3 ft.).Empty, disinfect and clean chrome tops on all t receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezza floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Deck brush stains concrete floors. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/g residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of du-	geon trash anine s on d glue s.			
 *Major Duty Cleaning- Sun: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Mon: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Re loose debris from refuse inserts and disinfect. Tue: Cleaning Q-Panels (weekly)- Remove stains and scuff marks from "Q-Panels" on platforms. Wed: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thu: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. E trash can, sweep, mop and disinfect floors. Wipe down top of FX. Fri: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Rem loose debris from refuse inserts and disinfect. Sat: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. 	emove Empty			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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Pick Effective Date: 2023 STAC Summer Pick 7/16/2023 Job# Hours RC# NC0089 1500 - 2300 **Station North** 2754 **INSTRUCTIONS STATION** LINE BOOTH HOURS Sunday-Saturday Woodlawn R294 1500 -4 Report On Duty In Full Uniform Woodlawn 4 R294 1500 - 1700 *General Duties- See below **Public Restroom Duties and Open public toilets - see below Woodlawn 4 R294 1530 - 1600 Note- If public restrooms out of service, listed General Duties will be performed R294 1700 - 1730 Woodlawn 4 **Major Duties - See below Woodlawn 4 R294 1730 - 1800 ***RTO Cleaning - See below Woodlawn 1800 - 1830 R294 4 Lunch 1830 - 1900 Woodlawn 4 R294 *General Duties- (re-scrap station, empty trash receptacles, and close public restrooms) R293 Mosholu Pkwy 4 1910 - 2115 *General Duties- See below 2115 - 2145 Mosholu Pkwy 4 R293 **Major Duties - See below Mosholu Pkwy 4 R293 2145 - 2220 *General Duties- (re-scrap station, empty trash receptacles, Remove pigeons droppings) R294 2230 - 2300 Woodlawn 4 *General Duties- (re-scrap station, empty trash receptacles) Woodlawn R294 2300 -Report off duty. 4 *General Duties-Daily: Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platforms, and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Empty trash cans at RTO facility, clean and disinfect male and female toilets. Wipe sand box. Disinfect benches. Clean and wipe map frames. Remove trash from Booth, wipe exterior of booth. Remove stain and spot clean ADA tactile. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Public Toilet Duties: Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers, and soap as needed. Allow bathroom to dry 10 minutes before reopening. ****Major Duty Cleaning - (1700-1730) Sun: - Clean Q-panels and exterior wall to offices on side platforms- Deck Brush Q panels on platform. Mon: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Tue: Remove Pigeon Droppings - Bucket wash and deck brush platforms, mezzanines, and stairways. Deck brush all S/Ws to platform and station entrances, including N/E of island plat over SW P2A/B and unpaid mezzanine. Wed: Clean Mezzanine Walls- Deck brush walls in mezzanine. Remove stains and scuff marks from mezzanine. Wipe and clean window ledges on mezzanine. Thu: Remove Pigeon Droppings - Bucket wash and deck brush platforms, mezzanines, and stairways (Woodlawn). Fri: Clean Platform Walls- Remove stains and scuff marks from platform walls. ****Major Duty Cleaning - (2115-2145) Sun: - Employee Facility Room & Scrubber Room: Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of fire extinguisher. Clean and organize scrubber room including wipe down fire extinguisher and eyewash unit. Mon: Remove Pigeon Droppings - Deck brush, Clean / remove from both mezzanines and S/Ws (Mosholu Pkwy). Tue: Clean Platform Tile Walls- Remove stains and scuff marks from platform tile walls. Wed: Clean Mezzanine Walls- Remove stains and scuff marks from mezzanine. Wipe and clean window ledges on mezzanine. Thu: Remove Pigeon Droppings – Deck brush / clean from both mezzanines and S/Ws (Mosholu Pkwy). Fri: Clean Platform Tile Walls- Remove stains and scuff marks from platform tile walls. Sat: Remove Pigeon Droppings - Deck brush / clean from both mezzanines and S/Ws (Mosholu Pkwy). ***RTO Cleaning: Clean and disinfect RTO Men and Women toilets. Restock supplies in RTO restrooms. Remove trash

from crew rooms and dispatcher's room. Perform other work as assigned by Station Supervisor or Manager.

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0090 Station North		1500 - 2300		2754
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Fordham Rd	4	R289	1500 -
*General Duties- See below	Fordham Rd	4	R289	1500 - 1630
**Major Duties – See Below	Fordham Rd	4	R289	1630 - 1700
***Major Duties – Elevators, See Below	Fordham Rd	4	R289	1700 - 1800
Lunch	Fordham Rd	4	R289	1800 - 1830
*General Duties- See below	183 St	4	R288	1840 - 1930
**Major Duties – See Below	183 St	4	R288	1930 - 2000
*General Duties- See below	183 St	4	R288	2000 - 2130
*General Duties- See below	Fordham Rd	4	R289	2140 - 2240
***Major Duties – Elevators, See Below	Fordham Rd	4	R289	2240 - 2300
Report Off Duty.	Fordham Rd	4	R289	2300 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways on both sides of Jerome Ave. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETS/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform, and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Clean Q-panels. Wipe sand box. Disinfect benches. Clean and wipe map frames. Remove stain and spot clean ADA tactile. Clean and disinfect pigeons' dropping. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Major Duty Cleaning Sun: - Clean Mezzanines and walls including Window ledges - Remove stains and scuff marks from mezzanines and S/Ws. Clean and wipe window ledges. Mon: Clean S/Ws: Clean, mop, wipe all street, mezzanine, and platform S/Ws including remove pigeon droppings. Tue: Clean Slows: Clean Reparels on N/B and S/B platform. Thu: Clean Mezzanine and walls including Window ledges - Remove stains and scuff marks from main mezzanine and S/Ws. Clean and wipe window ledges. Remove stickers and graffiti. Fri: Clean Q-panels on 4 line: clean, wipe Q-panels on N/B and S/B platform. Thu: Clean Appanels on 4 line: clean, wipe Q-panels on N/B and S/B platform. Sat: Clean Q-panels on 4 line: clean, wipe Q-panels on S/B				
***Elevator Duties- Clean and Polish [EL #186, #187, #188]. Remove gum. Sweep, mop, disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators on station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick B	Effective Date	7/16/2023
Job#	Hours			RC#
NC0091 Station North	1:	500 - 2300		2754
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	167 St	4	R283	1500 -
*General Duties- See below.	167 St	4	R283	1500 - 1700
**Major Duties - See below	167 St	4	R283	1700 - 1730
*General Duties- See below	161 St Yankee Stadium	B D	N203	1740 - 1930
Lunch	161 St Yankee Stadium	B D	N203	1930 - 2000
**Major Duties - See below	161 St Yankee Stadium	B D	N203	2030 - 2100
*Major Duties-Escalators, See Below.	161 St Yankee Stadium	B D	N203	2100 - 2200
*General Duties- (re-scrap station, empty trash receptacles, Correct unsanitary conditions)	167 St	4	R283	2210 - 2300
Report Off Duty.	167 St	4	R283	2300 -
around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform, and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean employee restrooms on '4' mezzanine. Clean Q-panels. Wipe sand box. Disinfect benches. Clean and wipe map frames. Remove stain and spot clean ADA tactile. Clean Rotunda area and remove pigeon droppings in game season. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
 Major Duty Cleaning Sun: - Clean '4' Mezzanine and walls including Window ledges - Remove stains and scuff marks from main mezzanine and S/Ws. Clean and wipe window ledges. Mon: Clean Rotunda area (in game season, other times Nov- early March, clean All 4-line S/Ws): Remove stains and scuff marks, and pigeon droppings from floor. Off baseball seasons, clean, mop, wipe all 4-line S/Ws. Tue: Clean Exterior of ES 113, 114 – Clean, wipe, and disinfect outer and upper panels of ES113, and 114 including top landing. Wed: Clean 4 Mezzanine and walls- Deck brush walls in mezzanine including passageway. Remove stains, drag marks, and scuff marks from main mezzanine and S/Ws. Clean '4' Mezzanine and walls including Window ledges - Remove stains, drag marks, and scuff marks from main mezzanine and S/Ws. Clean and wipe window ledges. Thu: Clean Rotunda area (in game season, other times Nov- early March, clean All 4-line S/Ws): Remove stains and scuff marks, and pigeon droppings from floor. Off baseball seasons, clean, mop, wipe all 4-line S/Ws): Remove stains and scuff marks, and pigeon droppings from floor. Off baseball seasons, clean and wipe window ledges. Thu: Clean Rotunda area (in game season, other times Nov- early March, clean All 4-line S/Ws): Remove stains and scuff marks, and pigeon droppings from floor. Off baseball seasons, clean, mop, wipe all 4-line S/Ws. Fri: Clean Q-panels on 4 line: clean, wipe Q-panels on S/B platform. Sat: Clean Q-panels on 4 line: clean, wipe Q-panels on N/B platform. ***Major Duties Escalator 113, 114 - Detail Clean, wipe and polish Escalator 113, 114. Remove gum. Sweep, wipe dust from steps, side panels, and from top of escalator 113, 114. Wipe down interior and exterior panels/ledge, top and bottom landing of escalator 113, 114. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date	: 7/16/2023
Job#		Hours		RC#
NC0091A Station North		1500 - 2300		2754
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	170 St	4	R284	1500 -
*General Duties- See below.	170 St	4	R284	1500 - 1630
**Major Duties - See below.	170 St	4	R284	1630 - 1700
***Major Duties Elevators - See Below.	170 St	4	R284	1700 - 1800
Lunch	170 St	4	R284	1800 - 1830
*General Duties- See below.	Mt Eden Av	4	R285	1840 - 1930
**Major Duties – See Below.	Mt Eden Av	4	R285	1930 - 2000
*General Duties- See below.	Mt Eden Av	4	R285	2000 - 2130
*General Duties- See below.	170 St	4	R284	2140 - 2230
***Major Duties Elevators - See Below.	170 St	4	R284	2230 - 2300
Report Off Duty.	170 St	4	R284	2300 -
around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Clean Q-panels. Wipe sand box. Disinfect benches. Clean and wipe map frames. Remove stain and spot clean ADA tactile. Clean and disinfect pigeons' dropping. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Major Duty Cleaning Sun: - Clean Mezzanines and walls including Window ledges - Remove stains and scuff marks from mezzanines and S/Ws.				
Clean and wipe window ledges. Mon: Clean S/Ws thoroughly: Clean, mop, wipe all street, mezzanine, and platform S/Ws thoroughly. Tue: Clean Elevators – Thoroughly mop, wipe, clean, disinfect all elevators. Wed: Clean Q-panels on 4 line: clean, wipe Q-panels on N/B and S/B platform. Thu: Clean Mezzanine and walls including Window ledges - Remove stains and scuff marks from main mezzanine and S/Ws. Clean and wipe window ledges. Fri: Clean Q-panels on 4 line: clean, wipe Q-panels on S/B platform. Sat: Clean Q-panels on 4 line: clean, wipe Q-panels on N/B platform. ***Elevator Duties- Clean and Polish [EL #506, #507, #508]. Remove gum. Sweep, mop, disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators on station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick

Date: 6/2/2023

Job#		Hours		RC#
NC0092 Station North		1500 - 2300		2756
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	125 St	456	R258	1500 -
Note: In the absence of coverage for SB and/or Mezzanine Job'(s), perform all listed duties in the SB platform and/or the Mezzanine, including NB platform.				
**General Duties- see below (NB Platform) - Including Stairways leading to Mezzanine	125 St	456	R258	1500 - 1730
*Major Duties- see below (NB Platform)- Including Stairways leading to Mezzanine	125 St	4 5 6	R258	1730 - 1930
Lunch	125 St	456	R258	1930 - 2000
**General Duties- see below (NB Platform) - Including Stairways leading to Mezzanine	125 St	456	R258	2000 - 2300
Report off duty.	125 St	456	R258	2300 -
 **General Duties - Daily: Dust mop and remove gum from floors. Sweep and scrap platforms and mezzanine. Sweep and scrap stairways (NB Platform stairways leading to Mezzanine). Mop entire platform and mezzanine floors. Mop all stairway landings leading to upper-mezzanine and street level. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean and polish interior/exterior elevator cabs & surfaces/panels. Remove scruff marks/stains/footprints from tile walls. Perform all listed General duties and additional tasks. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Major Duties - Daily: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. NB Platform: Remove stains, footprints, dust, scruff-marks from tile walls. Clean and polish exterior elevator cab/panels. Clean & polish stairway K-Rails/In-between spindles. Clean/mop and disinfect RTO Facility/Tower, including restrooms Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguishers and empty boxes. Remove loose debris from refuse inserts and disinfect. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date:			7/16/2023	
Job#		Hours			
NC0093 Station North		1500 - 2300		2756	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform.	125 St	456	R258	1500 -	
Note: In the absence of coverage for NB platform and/or Mezzanine Job'(s), perform all listed duties on the NB platform and/or the Mezzanine, including SB platform.	n				
**General Duties- see below (SB Platform including stairways leading to upper platform)	125 St	456	R258	1500 - 1730	
*Major Duties- see below (SB Platform including stairways leading to upper platform)	125 St	456	R258	1730 - 2000	
Lunch	125 St	456	R258	2000 - 2030	
**General Duties- see below (SB Platform including stairways leading to upper platform)	125 St	4 5 6	R258	2030 - 2300	
Report Off Duty.	125 St	456	R258	2300 -	
**General Duties - Daily: Dust mop and remove gum from floors. Sweep and scrap platforms and mezzanine. Sweep and scrap stairways (NB Platform stairways leading to Mezzanine). Mop entire platform and mezzanine floors. Mop all stairway landings leading upper-mezzanine and street level. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA ta as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of t receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean and polish interior/exterior elevator cabs & surfaces/panels. Remove scruff marks/stains/footprints from tile walls. Perform a listed General duties and additional tasks. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.	actile trash				
Major Duties - Daily: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. NB Platform: Remove stains, footprints, dust, scruff-marks from tile walls. Clean and polish exterior elevator cab/panels. Clean & polish stairway K-Rails/In-between spindles. RTO Facility/Tower: Clean/mop and disinfect including restrooms Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove le					

debris from refuse inserts and disinfect.

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick

Pick Effective Date:	7/16/2023
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Date: 6/2/2023

Job#		Hours		RC#
NC0094 Station North		1500 - 2300		2756
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform. Note: In the absence of coverage for SB Job'(s), perform all listed duties on the SB platform and Mezzanines, including NB platform.	86 St	456	R250	1500 -
**General Duties- see below (NB Platforms)	86 St	456	R250	1500 - 1800
*Major Duties- see below (NB Platforms)	86 St	4 5 6	R250	1800 - 2030
Lunch	86 St	456	R250	2030 - 2100
**General Duties- see below (NB Platforms)	86 St	456	R250	2100 - 2300
Report Off Duty.	86 St	456	R250	2300 -
**General Duties- Dust mop and remove gum from floors. Sweep and scrap platforms and mezzanine. Sweep and scrap stairways (SB Platform stairways leading to Upper platform). Mop entire platform and mezzanine floors. Mop all stairway landings leading to upper mezzanine and street level. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean and polish interior/exterior elevator cabs & surfaces/panels. Remove scruff marks/stains/footprints from tile walls. Perform all listed General duties and additional tasks. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
Major Duties - Daily: Scrubber Room: Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. NB Platform: Remove stains, footprints, dust, scruff-marks from tile walls. Clean and polish exterior elevator cab/panels. Clean & polish stairway K-Rails/In-between spindles. Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick

Pick Effective Date:	7/16/2023
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Date: 6/2/2023

Job#	I	Hours		RC#
NC0094A Station North		1500 - 2300		2756
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform. Note: In the absence of coverage for NB Job'(s), perform all listed duties on the NB platform and Mezzanines, including SB platform and Mezzanines	86 St	456	R250	1500 -
**General Duties- see below (SB Platforms- Including stairways and Mezzanine)	86 St	456	R250	1500 - 1800
*Major Duties- see below (SB Platforms- Including stairways and Mezzanine)	86 St	456	R250	1800 - 2000
Lunch	86 St	456	R250	2000 - 2030
**General Duties- see below (SB Platforms- Including stairways and Mezzanine)	86 St	456	R250	2030 - 2300
Report Off Duty.	86 St	456	R250	2300 -
**General Duties - Daily: Dust mop and remove gum from floors. Sweep and scrap platforms and mezzanine. Sweep and scrap stairways (NB Platform leading to Mezzanine). Mop entire platform and mezzanine floors. Mop all stairway landings leading to upper-mezzanine and street level. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean and polish interior/exterior elevator cabs & surfaces/panels. Remove scruff marks/stains/footprints from tile walls. Perform all listed General duties and additional tasks. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Major Duties- Daily Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies NB Platform: Remove stains, footprints, dust, scruff-marks from tile walls. Clean and polish exterior elevator cab/panels. Clean & polish stairway K-Rails/In-between spindles Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023	
Job#		Hours		RC	
NC0095 Station North		1500 - 2300		276	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report on Duty in Full Uniform.	59 St	456	R244	1500 - 1730	
*Perform General Duties-see below					
*Perform General Duties *Southbound Platform Lower Level and Underpass/Passageway					
Lunch	59 St	456	R244	1730 - 1800	
*Perform General Duties *Southbound Platform Upper Level and Underpass/Passageway	59 St	456	R244	1800 - 2000	
**Major Duty* see below	59 St	456	R244	2000 - 2100	
*Perform General Duties * Southbound Upper and Lower Level, Clean and Disinfect Booth R244.	59 St	456	R244	2100 - 2300	
Report off duty.	59 St	456	R244	2300 -	
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including [list areas outside station confines]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.).Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Deck brush stains on concrete floors. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticket/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." *Major Duty Cleaning-Sum Booth- Clean booth [booth R244] interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Mon: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remov loose debris from refuse inserts and disinfect. Tue: Cleaning u-Panels (weekly)- Remove stains and scuff marks from "Q-Panels" on platforms. Wed: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thu: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empt trash c	e				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC S	Summer Pick	Pick Effective Date:			7/16/2023
Job#			Hours		RC#
NC0095A	Station North		0700 - 1500		2763
INSTRUCTION	NS	STATION	LINE	воотн	HOURS
	Sunday-Saturday				
Report On Duty Ir *Perform General		5 Av/59 St	N R W	A006	0700 - 0830
*Perform General	Duties *Mezzanine Control Area A006 and Passageway				
*Perform General	Duties *North and Southbound Platforms	5 Av/59 St	N R W	A006	0830 - 1030
Lunch		5 Av/59 St	N R W	A006	1030 - 1100
Major Duty S	See below	5 Av/59 St	N R W	A006	1100 - 1200
*Perform General	Duties *Mezzanine Control Area A007 and Passageway	5 Av/59 St	N R W	A006	1200 - 1330
*Perform General	Duties * Entire Station and Clean and Disinfect Booth A006	5 Av/59 St	N R W	A006	1330 - 1500
around all street st underpass, and pas Turnstiles, HEETs	Daily unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft tairways including [list areas outside station confines]. Scrap all mezzanines, control areas, platforms, ssageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, /HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon l railings, stairways, platform and outside areas (3 ft.).Empty, disinfect and clean chrome tops on all trash	5 Av/59 St	N R W	A006	1500 -
floors. Mop all sta concrete floors. Sp remove stains on f residue. Sanitize a	mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine birway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Deck brush stains on bot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue ll touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. tire station upon arriving and departing each station you are assigned to clean during your tour of duty."				
bottles. Wipe down Mon: Refuse Roor	ning- om- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical n Fire Extinguishers. Restock supplies m- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove refuse inserts and disinfect.				
Tue: Cleaning Q-F Wed: Supply Roon Thu: Employee Fa trash can, sweep, 1	Panels (weekly)- Remove stains and scuff marks from "Q-Panels" on platforms. m- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. acility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty mop and disinfect floors. Wipe down top of FX.				
Halon Sensors and	booth [booth A006] interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including I Fire Extinguishers. Empty garbage. Remove all debris. desks, table tops, Quench unit, refrigerator and microwave. Sweep and mop floors, disinfect. Clean side of office.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC	Summer Pick	Pick Effective Date:		7/16/2023		
Job#			Hours		RC#	
NC0095B	Station North		1500 - 2300		2763	
INSTRUCTIO	NS	STATION	LINE	воотн	HOURS	
	Sunday-Saturday					
Report On Duty	In Full Uniform.	5 Av/59 St	N R W	A006	1500 - 1700	
*Perform Genera	l Duties-see below					
*Perform Genera	l Duties *Mezzanine Control Area A006 and Passageway					
	l Duties *North and Southbound Platforms	5 Av/59 St	N R W	A006	1700 - 1900	
Lunch		5 Av/59 St	N R W	A006	1900 - 1930	
Major Duty	See below	5 Av/59 St	N R W	A006	1930 - 2030	
*Perform Genera	l Duties *Mezzanine Control Area A007 and Passageway	5 Av/59 St	N R W	A006	2030 - 2130	
	l Duties * Entire Station and Clean and Disinfect Booth A006	5 Av/59 St	N R W	A006	2130 - 2300	
Report off duty.		5 Av/59 St	N R W	A006	2300 -	
around all street underpass, and p Turnstiles, HEET droppings from a receptacles. Dust floors. Mop all s concrete floors. S remove stains on residue. Sanitize "Deodorize the e "Major Duty Cle Sun: Booth- Clea Halon Sensors an Mon: Refuse Ro- loose debris from Tue: Cleaning Q Wed: Supply Ro Thu: Employee I trash can, sweep, Fri: Scrubber Ro bottles. Wipe dow	or unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft stairways including [list areas outside station confines]. Scrap all mezzanines, control areas, platforms, assageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, S's/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine tairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Deck brush stains on Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. ntire station upon arriving and departing each station you are assigned to clean during your tour of duty." aning- un booth [booth A006] interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including diffire Extinguishers. Empty garbage. Remove all debris. om- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove a refuse inserts and disinfectPanels (weekly)- Remove stains and scuff marks from "Q-Panels" on platforms. om- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty more and disinfect floors. Wipe down top of FX. om- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical wn Fire Extinguishers. Restock supplies.					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC	C Summer Pick		Pick I	Effective Date:	7/16/2023
Job#			RC#		
NC0096	Station North		1500 - 2300		2763
INSTRUCTIO	DNS	STATION	LINE	воотн	HOURS
	Sunday-Saturday				
Report on Duty	in Full Uniform.	59 St	456	R244	1500 - 1700
*Perform Gener	ral Duties-see below				
*Perform Gener	al Duties *Northbound Platform Upper Level and Underpass/Passageway				
Lunch		59 St	456	R244	1700 - 1730
*Perform Gener	al Duties *Northbound Platform Lower Level and Underpass/Passageway.	59 St	456	R244	1730 - 1930
**Major Duty*	see below	59 St	456	R244	1930 - 2030
*Perform Gener	al Duties * Northbound Upper and Lower Level.	59 St	456	R244	2030 - 2300
Report off duty.		59 St	456	R244	2300 -
around all street underpass, and p Turnstiles, HEE droppings from receptacles. Dus floors. Mop all a concrete floors. remove stains or residue. Sanitize "Deodorize the *Major Duty Cl Sun: Employee Empty trash can Mon: Refuse Ro loose debris from Tue: Cleaning C	For unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft t stairways including [list areas outside station confines]. Scrap all mezzanines, control areas, platforms, passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Ts/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon all railings, stairways, platform and outside areas (3 ft.).Empty, disinfect and clean chrome tops on all trash st mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Deck brush stains on Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and n floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue e all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. entire station upon arriving and departing each station you are assigned to clean during your tour of duty." leaning- Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. h, sweep, mop and disinfect floors. Wipe down top of FX. Dom- Deck wash walls and floor. Wipe down top of FX. Dom- Deck wash walls and floor. Wipe down top of FX. Dom- Deck wash walls and floor. Wipe down for Strie Extinguisher. Discard all debris and empty boxes. Remove m refuse inserts and disinfect.				
Thu: Employee trash can, sweep Fri: Scrubber Ro bottles. Wipe do Sat: Office- Cle	Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty o, mop and disinfect floors. Wipe down top of FX. oom- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical own Fire Extinguishers. Restock supplies. an desks, table tops, Quench unit, refrigerator and microwave. Sweep and mop floors, disinfect. Clean inside of office.	,			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023	
Job#		ours		RC#	
NC0097 Station North	150	00 - 2300		2762	
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform.	Grand Central 42 St	456	R238	1500 - 1530	
*Perform General Duties-see below	51				
*Major Duty Refuse Room					
*Perform General Duties * Northbound Platform including platform stairways and stairways leading to the 7 line.	Grand Central 42 St	456	R238	1530 - 1730	
Lunch	Grand Central 42 St	456	R238	1730 - 1800	
*Perform General Duties * Southbound Platform Platform including platform stairways and stairways leading to the 7 line.	Grand Central 42 St	456	R238	1800 - 2000	
*Perform general Duties** R240 Paid Mezzanine Area over N/S/B Platforms. **Elevator Duties** see below - ELE 205 & ELE 206		456	R238	2000 - 2100	
**Major Duty* see below	Grand Central 42 St	456	R238	2100 - 2200	
*Perform General Duties * Northbound & Southbound Platforms	Grand Central 42 St	456	R238	2200 - 2300	
Report Off Duty.	Grand Central 42 St	456	R238	2300 -	
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including [list areas outside station confines]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.).Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Deck brush stains on concrete floors. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffit, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." ** Elevator Duties** Clean and polish elevators. Remove gum. Sweep, mop, and disinfect elevator floors. Wipe down interior and exterior panels/ ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all levators in the station. Remove graffit, stickers, and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom. *Major Duty Cleaning- Sun: Booth- Clean booth [booth R240] interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage.					
bottles. Wipe down Fire Extinguishers. Restock supplies. Sat: Office- Clean desks, table tops, Quench unit, refrigerator and microwave. Sweep and mop floors, disinfect. Clean employee toilet inside of office.					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		: 7/16/2023			
Job#		ours		RC#	
NC0098 Station North	15	00 - 2300		2762	
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform.	Grand Central 42 St	456	R238	1500 - 1530	
*Perform General Duties-see below	51				
Major Duty* Refuse Room					
*Perform General Duties *Passageway / Ramp Area Leading to 7 Line (including stairways)	Grand Central 42 St	456	R238	1530 - 1730	
Lunch	Grand Central 42 St	456	R238	1730 - 1800	
*Perform General Duties * Island Platform and Escalator 207 & 210 Landing Area.	Grand Central 42 St	456	R238	1800 - 2000	
*Perform General Duties** R241 Control Area Mezzanine and Stairways. **Elevator Duties** see below - ELE 244	Grand Central 42 St	456	R238	2000 - 2100	
**Major Duty* see below	Grand Central 42 St	456	R238	2100 - 2200	
*Perform General Duties * Entire Station	Grand Central 42 St	456	R238	2200 - 2300	
Report Off Duty.	Grand Central 42 St	456	R238	2300 -	
*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including [list areas outside station confines]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.).Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Deck brush stains on concrete floors. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." ** Elevator Duties** Clean and polish elevators. Remove gum. Sweep, mop, and disinfect elevator floors. Wipe down interior and exterior panels/ ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the					
 safety edge with a dry rag from top to bottom. *Major Duty Cleaning- Sun: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX. Mon: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Tue: Cleaning Q-Panels (weekly)- Remove stains and scuff marks from "Q-Panels" on platforms. Wed: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thu: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX. Fri: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Sat: Office- Clean desks, table tops, Quench unit, refrigerator and microwave. Sweep and mop floors, disinfect. Clean employee toilet inside of office. 					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date	e: 7/16/2023
Job#		Hours		RC#
NC0099 Station North		2300 - 0700		2762
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	23 St	6	R227	2300 - 0015
*Perform General Duties-see below				
*Perform General Duties *				
** Major Duty "Floor" see below	23 St	6	R227	0015 - 0100
Elevator Duties** see below - S/B and N/B Elevators	23 St	6	R227	0100 - 0200
Lunch	23 St	6	R227	0200 - 0230
*Perform General Duties *	28 St	6	R229	0245 - 0345
** Major Duty "Floor" see below	28 St	6	R229	0345 - 0430
Major Duty Cleaning - see below	23 St	6	R227	0445 - 0600
*Perform General Duties *	23 St	6	R227	0600 - 0700
Report off duty.	23 St	6	R227	0700 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including [list areas outside station confines]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.).Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Deck brush stains on concrete floors. Spot clean ADA tactile as required. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. "Decodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." *Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Spot clean during your tour of duty." *Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. ** Elevator Duties** Clean and polish elevators. Remove gum. Sweep, mop, and disinfect elevator floors. Wi				
 *Major Duty Cleaning- Sun: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Mon: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Tue: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Wed: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Thu: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Fri: Refuse Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Fri: Refuse Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Fri: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Sat: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick Pick Effective Date: 7/16/2023 Hours Job# RC# NC0100 2300 - 0700 **Station North** 2765 **INSTRUCTIONS STATION** LINE BOOTH HOURS Sunday-Saturday R200A Bowling Green 45 2300 - 0300 Report On Duty In Full Uniform. *General Duties-see below *Major Duties-see below (0130-0200) Major Duty Floors Nightly 4 5 R200A 0300 - 0330 Bowling Green Lunch 4 5 R200A 0330 - 0700 Bowling Green *General Duties-see below Report Off Duty. Bowling Green 4 5 R200A 0700 -*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including adjacent to the Staten Island Ferry entrance. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect, clean & polish all trash receptacles. Remove all stains, spills and drag marks on floor areas & spot mop. Empty booth trash, clean exterior booth panels and booth windows (use water only), remove dust from booth surfaces. Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize touch points. Clean and disinfect refuse rooms/refuse housings. *Major Duty Cleaning Mon: Scrubber Room(s) - Organize room (discard unauthorized items. Remove items/equipment from in front of the eyewash unit.) Breakdown all empty boxes. Wipe down fire extinguisher & eyewash unit. Tue: Clean Booth R200A Interior & Exterior Including Deal Tray & Control Area & Supervisor's Office. Removal all stickers and graffiti. Thu: Refuse Room, NE Northbound Platform. Clean & disinfect. Sweep, deck brush, and remove all stains & drag marks. Breakdown all empty boxes. Wipe down fire extinguisher. Clean/wipe down walls, as needed. Bucket wash room. Daily: Employee Bathroom. Clean & disinfect. Sweep and mop; clean toilet, vanity, and sink. Empty trash bins. Wash/wipe down walls.

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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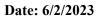
2023 STAC Summer Pick	Pick Effective Date:			7/16/2023
Job#	н	ours		RC#
NC0100A Station North	23	2765		
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report on Duty in Full Uniform	Bowling Green	4 5	R200A	2300 - 0030
Elevator Duties-see below				
*General Duties-see below Lower level Paid/Unpaid Mezzanines & Head house"				
Escalator Duties-see below ESC-339, 340, 341, & 342	Bowling Green	4 5	R200A	0030 - 0230
Lunch	Fulton St	A C	N095	0245 - 0315
PERFORM DUTIES ON FULTON ST "4" LINE Elevator Duties-see below (EL-716)	Fulton St	A C	N095	0315 - 0415
Escalator Duties-see below (ES364, 367, 368)"				
Escalator Duties-see below ESC-336, 338, 343, & 345	Bowling Green	4 5	R200A	0415 - 0700
Report Off Duty.	Bowling Green	4 5	R200A	0700 -
*General Duties: Remove gum. Sweep, mop and disinfect headhouse & Mezzanine				
*Elevator Duties-				
Remove gum. Sweep, mop, disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels- street, mezzanine and platforms. Clean interior and exterior glass on all elevators on station. Remove graffiti, stickers and sticker/glue residue. Remove debris from elevator door sills.				
Booth Major Cleaning -R215 Clean And Interior and Exterior of Booth & windows. Mop Floor, Wash Walls and Dust Ledges, remove booth garbage. Mon/Tues/Wed/Thur/Fri				
-Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Tues/Thurs/Sat:				
Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Scrubber Room- Deck wash walls and floor. Clean/disinfect and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies.				
Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX. Wipe down Fire Extinguishers. Restock supplies				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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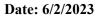
2023 STAC Summer Pick		Pick Effective Date:		
Job#	Но	ours		RC#
NC0101 Station North	Μ	Sun - Sun:0800 - 1600 Mon - Fri:0600 - 1400 Sat - Sat:0630 - 1430		
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday				
Report on Duty in Full Uniform	Eastchester Dyre Av	5	R730	0800 -
*Public Restroom Duties	Eastchester Dyre Av	5	R730	0800 - 0830
*General Duties- see below	Eastchester Dyre Av	5	R730	0830 - 0930
*Major Duty Cleaning	Eastchester Dyre Av	5	R730	0930 - 1030
*General Duties- see below	Baychester Av	5	R729	1040 - 1200
Lunch	Baychester Av	5	R729	1200 - 1230
*Major Duty Cleaning	Baychester Av	5	R729	1230 - 1330
*General Duties- see below	Baychester Av	5	R729	1330 - 1450
*General Duties- see below	Eastchester Dyre	5	R730	1500 - 1600
Report off duty	Eastchester Dyre Av	5	R730	1600 -
*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap around all street stairways. Scrap all mezzanines, control areas, platforms, passageways, and outside areas. Wipe dow disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windo station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag mar floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine a disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platforms, passageway mezzanines, and outside areas (3 ft.). Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residu Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departi each station you are assigned to clean during your tour of duty.	wn & ws and ks on areas, rs, ie.			
*Public Restroom Duties Clean public toilet: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and sti including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper to toilet seat covers) and soap as needed. Allow bathroom to dry 10 minutes before reopening. Open public toilet at 07	ckers towels,			
 *Major Duty Cleaning- Sun: Booth- Clean booth (R729 and R730) interior and exterior. Sweep and mop floor, wash walls, dust top of ledge including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Mon: Employee Toilets- Clean toilet: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dequipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graf stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue towels, toilet seat covers) and soap as needed. Tue: Employee Facility Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerate microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Exting Wed: Supply Rooms / CTA Slop Sink Room- Tidy and organize supply rooms and CTA slop sink room. Remove er boxes. Wipe down Fire Extinguishers. Thu: Q-Panels/Fiberglass Panels/Wind Breakers/Concrete Walls: Remove stains and scuff marks from Q-Panels/Fiber Panels/Wind Breakers/Concrete Walls: Remove stains and scuff marks from Wall Tiles/Fiberglass Panels/Concrete Walls: Remove stains and scuff marks from Wall Tiles/Fiberglass Panels/Concrete Walls: Remove stains and scuff marks from Wall Tiles/Fiberglass Panels/Concrete Walls: Remove stains and scuff marks from Wall Tiles/Fiberglass Panels/Concrete Walls: Remove stains and scuff marks from Wall Tiles/Fiberglass Panels/Concrete Walls: Remove stains and scuff marks from Wall Tiles/Fiberglass Panels/Concrete Walls: Remove stains and scuff marks from Wall Tiles/Fiberglass Panels/Concrete Walls: Remove stains and scuff marks from Wall Tiles/Fiberglass Panels/Concrete Walls: Remove stains and scuff marks from Wall Tiles/Fiberglass Panels/Concrete Walls: Remove stains and scuff marks from Wall Tiles/Fiberglass Panels/Concrete Walls: Remove stains and scuff marks from Wall Tiles/Fiberglass Panels/Concrete Walls	lryers (if ffiti and c, paper or, uishers. mpty erglass			

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2023 STAC Summer Pick			Pick F	Effective Date:	7/16/2023
Job#		Hours			RC#
NC0101 Station North	Su M Sa	2755			
INSTRUCTIONS		STATION	LINE	воотн	HOURS
	Monday-Friday				
Report On Duty In Full Uniform		Eastchester Dyre Av	5	R730	0600 -
*Public Restroom Duties		Eastchester Dyre Av	5	R730	0600 - 0630
*General Duties- see below		Eastchester Dyre	5	R730	0630 - 0730
*Major Duty Cleaning		Eastchester Dyre	5	R730	0730 - 0830
*General Duties- see below		Baychester Av	5	R729	0840 - 1000
Lunch		Baychester Av	5	R729	1000 - 1030
*Major Duty Cleaning		Baychester Av	5	R729	1030 - 1130
*General Duties- see below		Baychester Av	5	R729	1130 - 1250
*General Duties- see below		Eastchester Dyre Av	5	R730	1300 - 1400
Report off duty		Eastchester Dyre Av	5	R730	1400 -
around all street stairways. Scrap all mezzanine: disinfect all stairway handrails. Clean and polisl including OMNY validators. Wipe down all dig station signs. Empty, disinfect and clean chromo floor areas. Empty booth trash, clean exterior be disinfect gutters and sanitary bases. Remove all mezzanines, and outside areas (3 ft.). Clean all	rect. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft s, control areas, platforms, passageways, and outside areas. Wipe down & h AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas ital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and e tops on all trash receptacles. Remove all stains, spills and drag marks on both panels and booth windows (use water only). Disinfect all urine areas, pigeon droppings from all railings, stairways, platforms, passageways, ledges and benches. Remove graffiti, stickers, and sticker/glue residue. yee restrooms. Deodorize the entire station upon arriving and departing at bur tour of duty.				
dispensers and holders. Clean sinks and faucets, including residue. Empty trash cans. Sweep, mo	lls, modesty panels, vanity mirrors, electric hand dryers (if equipped) Clean commodes with toilet bowl brush. Remove all graffiti and stickers p and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, throom to dry 10 minutes before reopening. Open public toilet at 0700 hrs.				
including Halon Sensors and Fire Extinguishers Mon: Employee Toilets- Clean toilet: Wipe dow equipped) dispensers and holders. Clean sinks a stickers including residue. Empty trash cans. Sw towels, toilet seat covers) and soap as needed. Tue: Employee Facility Room- Wipe down all s microwave, fans, and exhaust fans cover. Empty Wed: Supply Rooms / CTA Slop Sink Room- T boxes. Wipe down Fire Extinguishers. Thu: Q-Panels/Fiberglass Panels/Wind Breakers Panels/Wind Breakers/Concrete Walls on Dyre	In all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and areep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper surfaces including walls, lockers, doors, Quench machines, refrigerator, a trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguishers. Tidy and organize supply rooms and CTA slop sink room. Remove empty Concrete Walls: Remove stains and scuff marks from Q-Panels/Fiberglass Avenue bound platform. E Remove stains and scuff marks from Wall Tiles/Fiberglass Panels/Concrete				

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2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023
Job#	Но	ours		RC#
NC0101 Station North	Sun - Sun:0800 - 1600 Mon - Fri:0600 - 1400 Sat - Sat:0630 - 1430			2755
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Saturday				
Report on Duty in Full Uniform	Eastchester Dyre Av	5	R730	0630 -
*Public Restroom Duties	Eastchester Dyre Av	5	R730	0630 - 0700
*General Duties- see below	Eastchester Dyre Av	5	R730	0700 - 0800
*Major Duty Cleaning	Eastchester Dyre	5	R730	0800 - 0900
*General Duties- see below	Baychester Av	5	R729	0910 - 1030
Lunch	Baychester Av	5	R729	1030 - 1100
*Major Duty Cleaning	Baychester Av	5	R729	1100 - 1200
*General Duties- see below	Baychester Av	5	R729	1200 - 1320
*General Duties- see below	Eastchester Dyre	5	R730	1330 - 1430
Report off Duty	Eastchester Dyre	5	R730	1430 -
*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, passageways, and outside areas. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platforms, passageways, mezzanines, and outside areas (3 ft.). Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty.				
*Public Restroom Duties Clean public toilet: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Allow bathroom to dry 10 minutes before reopening. Open public toilet at 0700 hrs.				
 *Major Duty Cleaning- Sun: Booth- Clean booth (R729 and R730) interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Mon: Employee Toilets- Clean toilet: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (i equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Tue: Employee Facility Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator, microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguishers. Wed: Supply Rooms / CTA Slop Sink Room- Tidy and organize supply rooms and CTA slop sink room. Remove empty boxes. Wipe down Fire Extinguishers. Thu: Q-Panels/Fiberglass Panels/Wind Breakers/Concrete Walls: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete Walls: Remove stains and scuff marks from Wall Tiles/Fiberglass Panels/Concrete Walls: nezzanine. Sat: Windows: Clean all windows and window ledges in mezzanine. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick

Pick Effective Date:	7/16/2023
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Date: 6/2/2023

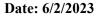
Job#		Hours		RC#
NC0101A Station North		0700 - 1500		2755
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS
Sunday-Saturday				
Report on Duty in Full Uniform	E 180 St	2 5	R325	0700 -
* Special Cleaning Duties	E 180 St	2 5	R325	0700 - 0800
Wipe down OutFront Media screens and frames. Clean sandboxes. Wipe down and disinfect benches. Clean and polish trash receptacles. Clean and polish turnstiles and vending machines. Remove stains from mezzanine walls and from wind barriers on platforms. Wipe down signs. Remove graffiti and stickers. Sweep platform and mezzanine stairways				
* Special Cleaning Duties	174 St	2 5	R322	0810 - 0930
Bucket wash and disinfect unstaffed northbound mezzanine. Sweep stairways. Perform the following tasks on the entire station: (1) Wipe down OutFront Media screens and frames. (2) Clean sandboxes. (3) Wipe down and disinfect benches. (4) Clean and polish trash receptacles. (5) Clean and polish turnstiles and vending machines.(6) Remove stains from mezzanine walls and from Q panels on platforms (7) Wipe down signs. (8) Remove graffiti and stickers. (9) Bucket wash and disinfect refuse housings. "				
 * Special Cleaning Duties Bucket wash and disinfect unstaffed northbound mezzanine. Sweep stairways. Perform the following tasks on the entire station: (1) Wipe down OutFront Media screens and frames. (2) Clean sandboxes. (3) Wipe down and disinfect benches. (4) Clean and polish trash receptacles. (5) Clean and polish turnstiles and vending machines.(6) Remove stains from mezzanine walls and from Q panels on platforms (7) Wipe down signs. (8) Remove graffiti and stickers. (9) Bucket wash and disinfect refuse housings. 	Freeman St	2 5	R320	0940 - 1100
Lunch	Freeman St	2 5	R320	1100 - 1130
 * Special Cleaning Duties Bucket wash and disinfect unstaffed northbound mezzanine. Sweep stairways. Perform the following tasks on the entire station: (1) Wipe down OutFront Media screens and frames. (2) Clean sandboxes. (3) Wipe down and disinfect benches. (4) Clean and polish trash receptacles. (5) Clean and polish turnstiles and vending machines.(6) Remove stains from mezzanine walls and from Q panels on platforms (7) Wipe down signs. (8) Remove graffiti and stickers. (9) Bucket wash and disinfect refuse housings. " 	Prospect Av	2 5	R314	1140 - 1300
 * Special Cleaning Duties Bucket wash and disinfect unstaffed northbound mezzanine. Sweep stairways. Perform the following tasks on the entire station: (1) Wipe down OutFront Media screens and frames. (2) Clean sandboxes. (3) Wipe down and disinfect benches. (4) Clean and polish trash receptacles. (5) Clean and polish turnstiles and vending machines.(6) Remove stains from mezzanine walls and from Q panels on platforms (7) Wipe down signs. (8) Remove graffiti and stickers. (9) Bucket wash and disinfect refuse housings. 	Jackson Av	2 5	R312	1310 - 1445
Report off duty	E 180 St	2 5	R325	1500 -

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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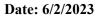
2023 STAC Summer Pick Pick Effective Date: 7/16/2023 Hours Job# RC# NC0102 Sun - Sun:0800 - 1600 **Station North** 2755 Mon - Fri:0600 - 1400 Sat - Sat:0630 - 1430 **INSTRUCTIONS STATION** LINE BOOTH HOURS Sunday R727 0800 -Pelham Pkwy Report on Duty in Full Uniform R727 Pelham Pkwy 0800 - 0930 5 *General Duties- see below Gun Hill Rd R728 0940 - 1030 5 *General Duties- see below Gun Hill Rd 5 R728 1030 - 1100 Lunch R728 Gun Hill Rd 5 1100 - 1200 *Elevator Duties- see below Gun Hill Rd 5 R728 1200 - 1300 *Major Duty Cleaning R727 1310 - 1410 Pelham Pkwy 5 *Major Duty Cleaning R727 1410 - 1600 Pelham Pkwy 5 *General Duties- see below Pelham Pkwy R727 1600 -Report off duty 5 *Note - In lieu Elevators or toilets out of service, listed duties will be performed *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, and platforms. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platforms, passageways, mezzanines, and outside areas (3 ft.). Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty. *Elevator Duties -Clean and polish ELE 198 & 199. Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels(street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom. *Major Duty Cleaning-Sun: Booth- Clean booth (R727 and R728) interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Mon: Employee Toilets- Clean toilet: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Tue: Employee Facility Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator, microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguishers. Wed: Supply Rooms / CTA Slop Sink Room- Tidy and organize supply rooms and CTA slop sink room. Remove empty boxes. Wipe down Fire Extinguishers. Thu: Q-Panels/Fiberglass Panels/Wind Breakers/Concrete Walls: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete Walls on Dyre Avenue bound platform. Fri: Wall tiles/Fiberglass Panels/Concrete Walls: Remove stains and scuff marks from Wall Tiles/Fiberglass Panels/Concrete Walls in mezzanine. Sat: Windows: Clean all windows and window ledges in mezzanine.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0102 Station North		Sun - Sun:0800 Mon - Fri:0600 Sat - Sat:0630 -	- 1400	2755
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Monday-Friday				
Report On Duty In Full Uniform	Pelham Pkwy	5	R727	0600 -
*General Duties- see below	Pelham Pkwy	5	R727	0600 - 0730
*General Duties- see below	Gun Hill Rd	5	R728	0740 - 0930
Lunch	Gun Hill Rd	5	R728	0930 - 1000
*Elevator Duties- see below	Gun Hill Rd	5	R728	1000 - 1100
*Major Duty Cleaning	Gun Hill Rd	5	R728	1100 - 1200
*General Duties- see below	Pelham Pkwy	5	R727	1210 - 1310
*Major Duty Cleaning	Pelham Pkwy	5	R727	1310 - 1400
Report off duty	Pelham Pkwy	5	R727	1400 -
*Note - In lieu Elevators or toilets out of service, listed duties will be performed				
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, and platforms. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platforms, passageways, mezzanines, and outside areas (3 ft.). Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty.				
*Elevator Duties - ** Elevator Duties_ Clean and polish (ELE 198 & 199. Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels(street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.				
 *Major Duty Cleaning- Sun: Booth- Clean booth (R727 and R728) interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Mon: Employee Toilets- Clean toilet: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Tue: Employee Facility Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator, microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguishers. Wed: Supply Rooms / CTA Slop Sink Room- Tidy and organize supply rooms and CTA slop sink room. Remove empty boxes. Wipe down Fire Extinguishers. Thu: Q-Panels/Fiberglass Panels/Wind Breakers/Concrete Walls: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Concrete Walls: Remove stains and scuff marks from Wall Tiles/Fiberglass Panels/Concrete Walls: Remove stains and scuff marks from Wall Tiles/Fiberglass Panels/Concrete Walls: nezzanine. 				

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Pick Effective Date: 2023 STAC Summer Pick 7/16/2023 Hours Job# RC# NC0102 Sun - Sun:0800 - 1600 **Station North** 2755 Mon - Fri:0600 - 1400 Sat - Sat:0630 - 1430 **INSTRUCTIONS STATION** LINE BOOTH HOURS Saturday R727 Pelham Pkwy 0630 -Report on Duty in Full Uniform R727 Pelham Pkwy 0630 - 0730 5 *General Duties- see below Gun Hill Rd R728 0740 - 0930 5 *General Duties- see below Gun Hill Rd 5 R728 0930 - 1000 Lunch Gun Hill Rd 5 R728 1000 - 1100 *Elevator Duties- see below Gun Hill Rd 5 R728 1100 - 1200 *Major Duty Cleaning R727 1210 - 1330 Pelham Pkwy 5 *General Duties- see below 1330 - 1430 R727 Pelham Pkwy 5 *Major Duty Cleaning R727 1430 -Report off duty Pelham Pkwy 5 *Note - In lieu Elevators or toilets out of service, listed duties will be performed *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, and platforms. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platforms, passageways, mezzanines, and outside areas (3 ft.). Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty. *Elevator Duties -Clean and polish ELE 198 & 199. Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels(street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom. *Major Duty Cleaning-Sun: Booth- Clean booth (R727 and R728) interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Mon: Employee Toilets- Clean toilet: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Tue: Employee Facility Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator, microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguishers. Wed: Supply Rooms / CTA Slop Sink Room- Tidy and organize supply rooms and CTA slop sink room. Remove empty boxes. Wipe down Fire Extinguishers. Thu: O-Panels/Fiberglass Panels/Wind Breakers/Concrete Walls: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete Walls on Dyre Avenue bound platform. Fri: Wall tiles/Fiberglass Panels/Concrete Walls: Remove stains and scuff marks from Wall Tiles/Fiberglass Panels/Concrete Walls in mezzanine. Sat: Windows: Clean all windows and window ledges in mezzanine.

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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1012 STAC S. Dial

2023 STAC	AC Summer Pick Pick Effective		Effective Date:	7/16/2023	
Job#		н	ours		RC#
NC0103	Station North	0.	700 - 1500		2762
INSTRUCTION	NS	STATION	LINE	воотн	HOURS
	Sunday-Saturday				
Report On Duty I *Perform General	n Full Uniform. Duties / Elevator Duties**-see below	14 St-Union Sq	456	R221	0700 - 0730
*Clean Superinter	dent's/ Supervisors Office				
Perform General	Duties NB and SB Platforms Including E 14th St/4th Ave & E 15 St Exit	14 St-Union Sq	456	R221	0730 - 1000
Lunch		14 St-Union Sq	456	R221	1000 - 1030
Major Duty Clear	ing - see below	14 St-Union Sq	456	R221	1030 - 1130
*General Duties -	NB & SB Platforms- See below	14 St-Union Sq	456	R221	1130 - 1500
Report Off Duty.		14 St-Union Sq	456	R221	1500 -
underpass, and pa Turnstiles, HEETs Standpipe Outlets all trash receptacl and booth window droppings from all stickers, and stick	tairways including [list areas outside station confines]. Scrap all mezzanines, control areas, platforms, ssageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, /HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Clean all windows and station signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops on es. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels vs (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon l railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, er/glue residue. Sanitize all touch points. Clean EFR and employee. "Deodorize the entire station upon ting each station you are assigned to clean during your tour of duty."				
panels/ ledges on station. Remove g safety edge with a Sun: Booth R221 Remove Garbage Mon/Wed/Fri: Refuse Room- De debris from refuse Tue/Thurs/Sat: Supply Room- Te Scrubber Room- I bottles. Wipe dow					

Date: 6/2/2023

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick Ef	ffective Date:	7/16/2023
Job#	н	ours		RC#
NC0104 Station North	0′	700 - 1500		2762
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform. *Perform General Duties-see below	14 St-Union Sq	N Q R W	A034	0700 -
*Perform Major Duties - Elevator Duties- See Below	14 St-Union Sq	L	A034	0700 - 0800
*Perform General Duties- See Below- Island Platform Including A37K and A34K	14 St-Union Sq	L	A034	0800 - 1000
*Perform Major Duties - See Below- Public Restrooms	14 St-Union Sq	L	A034	1000 - 1030
Lunch	14 St-Union Sq	N Q R W	A034	1030 - 1100
*Perform General Duties- See Below- Island Platform Including A37K and A34K	14 St-Union Sq	L	A034	1100 - 1200
*Perform Major Duties - See Below- Public Restrooms	14 St-Union Sq	L	A034	1200 - 1230
*Perform General Duties- See Below- Island Platform Including A37K and A34K	14 St-Union Sq	L	A034	1230 - 1500
Report Off Duty.	14 St-Union Sq	NQRW	A034	1500 -
around all street stairways including [list areas outside station confines]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops o all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth pane and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." *Major Duty Daily- Sun-Sat: ***Public Restroom Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffit and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Allow bathroom to dry 10 minutes before reopening. *Elevator Duties- EL218 (L) Clean and Polish [ELE#'s] Remove gum. Sweep, mop and disinfect elevator floors. Wipe down interior and exterior panel/ledges on all levels (street, mezzanine and platforms). Clean interior and exterior glass on all elevators in the station Remove graffiti, stickers and sticker/glue residue. Remove debris from elevator doors sills. Clean and wipe down the safe edge with a dry rag from top to bottom. Sat: Clean RTO Facility Area. Clean And Disi	n els s i n. ty ose			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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	Pick Effective Date:		
н	Hours		
07	700 - 1500		2762
STATION	LINE	воотн	HOURS
14 St-Union Sq	N Q R W	A034	0700 - 1000
14 St-Union Sq	N Q R W	A034	1000 - 1100
14 St-Union Sq	N Q R W	A034	1100 - 1130
14 St-Union Sq	N Q R W	A034	1130 - 1400
14 St-Union Sq	NQRW	A034	1400 - 1500
14 St-Union Sq	N Q R W	A034	1500 -
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Wipe down Fire Extinguishers. Restock supplies

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick

Pick Effective Date:	7/16/2023
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Date: 6/2/2023

		ours		RC#
NC0106 Station North		00 - 1500		2762
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform. *Performed General Duties - See Below	Brooklyn Bridge City Hall	456	R210	0700 - 0830
Performed Major Duties - see below- Including Elevator duties				
*Performed General Duties - See below - NB & SB (4) platform Including MCU Passageway/Mezzanine - Clean, Sweep, Mop	Brooklyn Bridge City Hall	456	R210	0830 - 1030
Performed General Duties- See below	Brooklyn Bridge City Hall	456	R210	1030 - 1130
Lunch	Brooklyn Bridge City Hall	456	R210	1130 - 1200
Performed Major Duties - Public Restroom duties - See Below	Brooklyn Bridge City Hall	456	R210	1200 - 1300
Perform General duties - See below -Mezzanine Control Area (Paid & Unpaid) and Passageway leading toward J/Z bassageway by 4,5,6 side including overpass	Brooklyn Bridge City Hall	456	R210	1300 - 1400
*Performed Major Duties -Room Cleaning Including Supervisor/Supt. Office- See Below	Brooklyn Bridge City Hall	456	R210	1400 - 1500
Report Off Duty.	Brooklyn Bridge City Hall	456	R210	1500 -
^k General Duties-Daily inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including [list areas outside station confines]. Scrap all mezzanines, control areas, platforms, inderpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Furnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty."				
[*] Major Duty Cleaning- Sat: ***Public Restroom Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Allow bathroom to dry 10 minutes before reopening. [*] Elevator Duties- EL314, Elv 315, Elv 316 Clean and Polish [ELE#'s] Remove gum. Sweep, mop and disinfect elevator floors. Wipe down interior and exterior panel/ledges on all levels (street, mezzanine and platforms). Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker/glue residue. Remove debris from elevator doors sills. Clean and wipe down the safety				
wedge with a dry rag from top to bottom. Sun: Booth R210 - Major Duty - Clean Interior And Exterior Of Booth. Mop Booth Floor, Wash Walls And Dust Ledges, Remove Garbage. Mon/Wed/Fri: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose lebris from refuse inserts and disinfect. Fue/Thurs/Sat: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Scrubber Room- Deck wash walls and floor. Clean/disinfect and organize the room. Discard all debris and empty chemical pottles. Wipe down Fire Extinguishers. Restock supplies.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0107 Station North		0700 - 1500		2755
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	3 Av-149 St	2 5	R310	0700 -
*General Duties- see below	3 Av-149 St	2 5	R310	0700 - 0900
*Elevator Duties- see below	3 Av-149 St	2 5	R310	0900 - 1000
Lunch	3 Av-149 St	2 5	R310	1000 - 1030
*Major Duty Cleaning	3 Av-149 St	2 5	R310	1030 - 1130
*General Duties- see below	3 Av-149 St	2 5	R310	1130 - 1400
*Elevator Duties- see below	3 Av-149 St	2 5	R310	1400 - 1500
Report off duty	3 Av-149 St	2 5	R310	1500 -
*Note - In lieu Elevators out of service, listed General Duties will be performed				
Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty.				
*Elevator Duties - Clean and polish ELE 129 & 130. Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels(street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.				
 *Major Duty Cleaning- Sun: Booth- Clean booth R310 interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Mon: Employee Toilets- Clean toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Tue: Employee Facility Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator, microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguishers. Wed: Chemical Supply Room - Tidy and organize chemical supply room. Remove empty boxes. Wipe down Fire Extinguishers. Thu: Tile Walls and Columns: Remove stains and scuff marks from tile walls and columns in mezzanines. Sat: Paper Supply Rooms - Tidy and organize paper supply rooms. Remove empty boxes. Wipe down Fire Extinguishers. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick B	Effective Date:	7/16/2023
Job#	н	RC#		
NC0108 Station North	0′	700 - 1500		2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Bowling Green	4 5	R200A	0700 - 0900
*General Duties-see below				
*General Duties- see below	Bowling Green	4 5	R200A	0900 - 1100
*Major Duties-see below (1000-1030)				
Lunch	Bowling Green	4 5	R200A	1100 - 1130
**General Duties- see below	Bowling Green	4 5	R200A	1130 - 1215
*General Duties-see below	Bowling Green	4 5	R200A	1215 - 1500
*Major Duties-see below (1300-1330)				
Report Off Duty.	Bowling Green	4 5	R200A	1500 -
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including 2 Broadway entrance and in front of Citibank. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect, clean & polish all trash receptacles. Remove all stains, spills and drag marks on floor areas & spot mop. Empty booth trash, clean exterior booth panels and booth windows (use water only), remove dust from booth surface. Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Cleaning- Sun: Refuse Room - Clean & disinfect. Sweep, deck brush, mop, and remove all stains & drag marks. Breakdown all empty boxes. Wipe down fire extinguisher. Clean/wipe down walls, as needed. Sat: Clean & Organize Supply Room and Scrubber Rooms including remove unauthorized items and empty boxes and bottles. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick E	affective Date:	7/16/2023
Job#	Но	RC#		
NC0109 Station North	12	00 - 2000		2755
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report on duty in full uniform.	E 180 St	2 5	R325	1200 -
*Pick Up and Deliver Cleaning Supplies - see below	E 180 St	2 5	R325	1200 - 1315
*General Duties- see below	Baychester Av	5	R729	1330 - 1530
Lunch	Baychester Av	5	R729	1530 - 1600
*Major Duty Cleaning	Baychester Av	5	R729	1600 - 1700
*General Duties- see below	Eastchester Dyre Av	5	R730	1710 - 1810
*Major Duty Cleaning	Eastchester Dyre Av	5	R730	1810 - 1900
*Public Restroom Duties- see below	Eastchester Dyre	5	R730	1900 - 1940
REPORT OFF DUTY	E 180 St	2 5	R325	2000 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, and platforms. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platforms, passageways, mezzanines, and outside areas (3 ft.). Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty.				
*Public Restroom Duties Clean public toilet: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Close public toilet.				
 *Pick Up and Deliver Cleaning Supplies - Clean main and paper supply rooms. Discard used boxes and stock items neatly. Restock small supply room in paid mezzanine with items from the main supply room. Deliver cleaning supplies to the following stations, or perform other duties as directed by supervision: Sun: Dyre Avenue "5" Mon: Baychester Avenue "5" Tue: Gun Hill Road "5" Wed: Pelham Parkway "5" Thu: Morris Park "5" Fri: Bronx Park East "2" Sat: Pelham Parkway "2" 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick B	affective Date:	7/16/2023
Job#	I	lours		RC#
NC0109A Station North	1	200 - 2000		2755
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report on Duty in Full Uniform	Gun Hill Rd	5	R728	1200 -
*Major Duty Cleaning	Gun Hill Rd	5	R728	1200 - 1300
*General Duties- see below	Gun Hill Rd	5	R728	1300 - 1500
*Major Duty Cleaning	Pelham Pkwy	5	R727	1510 - 1610
Lunch	Pelham Pkwy	5	R727	1610 - 1640
*General Duties- see below	Pelham Pkwy	5	R727	1640 - 1800
*General Duties- see below	Gun Hill Rd	5	R728	1810 - 1910
*Elevator Duties- see below	Gun Hill Rd	5	R728	1910 - 2000
Report off duty	Gun Hill Rd	5	R728	2000 -
 *Note - In lieu Elevators out of service, listed General Duties will be performed *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, and platforms. Wipe down & disinfect all stairway handrails Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platforms, passageways, mezzanines, and outside areas (3 ft.). Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty. ** Elevator Duties_ Clean and polish ELE 198 & 199. Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels(street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom. *Major Duty Cleaning- Sun: Stairways- Bucket wash all platform stairways. Clean handrails and adjacent tile wall/fiberglass panels. Remove all				
 Sun: Stairways- Bucket wash all platform stairways. Clean handrails and adjacent tile wall/fiberglass panels. Remove all stickers. Mon: Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall on Manhattan bound platform. Tue: Wipe down all digital panels, HPI Units, CAI, HEETS and MVM/MEM. Wed: Deck brush & disinfect all gutters/sanitary bases/platform ends as needed throughout the station Thu: Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Fiberglass Panels/Wind Breakers/Concrete/Tile Wall on Manhattan bound platform. Fri: Clean all windows, station sign, and benches. Sat: Refuse Housings-Wipe down exterior panel. Remove loose debris from housing floor. Bucket wash and disinfect housings 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0110 Station North		1500 - 2300		2755
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	E 180 St	2 5	R325	1500 -
*General Duties- see below	E 180 St	2 5	R325	1500 - 1630
*General Duties- see below	Morris Park	5	R726	1640 - 1800
Lunch	Morris Park	5	R726	1800 - 1830
*Major Duty Cleaning	Morris Park	5	R726	1830 - 1930
*Public Restroom Duties	E 180 St	2 5	R325	1940 - 2010
*Elevator Duties- see below	E 180 St	2 5	R325	2010 - 2100
*Major Duty Cleaning	E 180 St	2 5	R325	2100 - 2200
*General Duties- see below	E 180 St	2 5	R325	2200 - 2300
Report Off Duty.	E 180 St	2 5	R325	2300 -
 *Note - In lieu Elevators or toilets out of service, listed duties will be performed *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Clean courtyard and empty trash receptacles (East 180 Street). Scrap mezzanines, control area, and platforms, passageways, and courtyard. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect guters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platforms, mezzanines, passageways, and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean ER and employee restrooms. Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty. *Elevator Duties - Clean and polish (ELE 159 &160). Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels(street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom. *Public Restroom Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl br				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0111 Station North		2300 - 0700		2764
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	Bleecker St	6	R217A	2300 -
*General Duties- see below	Bleecker St	6	R217A	2300 - 0100
**Elevator Duties- see below	Bleecker St	6	R217A	0100 - 0300
Lunch	Bleecker St	6	R217A	0300 - 0330
*Major Cleaning "Floors"- see below	Bleecker St	6	R217A	0330 - 0430
Major Duty Cleaning- see below	Bleecker St	6	R217A	0430 - 0530
*General Duties- see below	Bleecker St	6	R217A	0530 - 0700
Report Off Duty.	Bleecker St	6	R217A	0700 -
"*General Duties				
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/S around all street stairways including. Scrap all mezzanines, control areas, platforms, underpass, and passageway down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth pa booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restroom the entire station upon arriving and departing each station you are assigned to clean during your tour of duty."	s. Wipe control all trash nels and and benches.			
**Elevator Duties- Clean and Polish EL328, EL329, EL331, EL332. Remove gum. Sweep, mop and disinfect elevator floors. Wipe interior and exterior panel/ledges on all levels (street, mezzanine and platforms). Clean interior and exterior gla elevators in the station. Remove graffiti, stickers and sticker/glue residue. Remove debris from elevator doors st and wipe down the safety edge with a dry rag from top to bottom	ss on all			
***Major Cleaning "Floors- Nightly N/S/B Platforms- Spot Mop/Deck all stains, spills, drag marks from floor areas. Remove all graffiti and stickers leave residue.	s- do not			
**Major Duty Cleaning Sun: R217A Stairways- Clean/Wash S/Ws S2A/B, M2A/B, S1, M1A/B- Remove All Stickers and Graffiti from Surfaces- Tile Walls.	Adjacent			
Mon: R217 Stairways- Clean/Wash S/Ws S2/P2, S4/P4, S6/P6- Remove All Stickers and Graffiti from Adjacen Tile Walls.	t Surfaces-			
Tue: R218 (N/end of S/B Platform) Stairways- Clean/Wash S/Ws S1/P1, S3/P3- Remove All Stickers and Graf Adjacent Surfaces- Tile Walls.	ĩiti from			
Wed: Stairways leading to BDFM- Clean/Wash S/Ws ML1A/ML1B, P1 (S/B), P2 (N/B)- Remove All Stickers from Adjacent Surfaces- Tile Walls.	and Graffiti			
Thu: N/S/B CTA Slop Sink Rooms- Deck wash walls and floor. Clean and organize the room. Discard all debr chemical bottles. Wipe down Fire Extinguishers. Restock supplies.	is and empty			
Fri: AFC Equipment- Clean and Polish all Turnstiles, MVMs, MEMs, HEETs, HXTs and wipe down OMNY V R217A, R217 control areas.	alidators in			
Sat: 0430 AFC Equipment- Clean and Polish all Turnstiles, MVMs, MEMs, HEETs, HXTs and wipe down OM Validators in R218 control area. 0500 R218 unpaid control area- Spot Mop/Deck all stains and spills at the bot corner of stairway landings. Disinfect heavy urine area.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick Pick Effective Date: 7/16/2023 Hours Job# RC# NC0112 1500 - 2300 **Station North** 2762 **INSTRUCTIONS STATION** LINE BOOTH HOURS Sunday-Saturday R221 Report On Duty In Full Uniform. 14 St-Union Sq 456 1500 - 1530 *Perform General Duties-see below *Clean Superintendent's/ Supervisors Office R221 14 St-Union Sq 456 1530 - 1900 *Perform General Duties* NB and SB Platforms Including E 14th St/4th Ave & E 15 St Exit 14 St-Union Sq 456 R221 1900 - 1930 Lunch 456 R221 1930 - 2015 14 St-Union Sq *Perform General Duties* NB and SB Platforms 456 R221 14 St-Union Sq 2015 - 2115 Major Duty Cleaning - see below 456 R221 2115 - 2300 14 St-Union Sq *Perform General Duties* NB and SB Platforms Report Off Duty. R221 14 St-Union Sq 456 2300 -*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including [list areas outside station confines]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.' *Major Duty Cleaning-*Elevator Duties- EL217 Remove gum. Sweep, mop, disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels- street, mezzanine and platforms. Clean interior and exterior glass on all elevators on station. Remove graffiti, stickers and sticker/glue residue. Remove debris from elevator door sills. Sun: Booth R221 - Major Duty - Clean Interior And Exterior Of Booth. Mop Booth Floor, Wash Walls And Dust Ledges, Remove Garbage Mon/Wed/Fri: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Tue/Thurs/Sat: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Scrubber Room- Deck wash walls and floor. Clean/disinfect and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies.

Wipe down Fire Extinguishers. Restock supplies

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick Ef	ffective Date:	7/16/2023	
Job#	н	RC#			
NC0112A Station North	23	600 - 0700		2762	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform.	14 St-Union Sq	456	R221	2300 - 0100	
*General Duties - See Below *NB & SB Bound (4,5,6) Mezzanine & Platform - Perform General Duties - See Below					
Major Duties - See Below	14 St-Union Sq	456	R221	0100 - 0200	
Lunch	14 St-Union Sq	456	R221	0200 - 0230	
*NB (N,Q,R) Mezzanine and Platform - Perform General Duties - See Below	14 St-Union Sq	N Q R W	A034	0235 - 0430	
Major Duties - See Below	14 St-Union Sq	N Q R W	A034	0430 - 0530	
*General Duties - See Below	14 St-Union Sq	456	R221	0535 - 0700	
Report Off Duty. *General Duties - Nightly: Dust mop and remove gum from floors. Sweep and scrap platforms and mezzanine. Sweep and scrap stairways (NB Platform stairways leading to Upper / Lower platform). Mop entire platform and mezzanine floors. Mop all stairway landings leading to upper-mezzanine an street level. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean and polish interior/exterior elevator cabs & surfaces/panels. Remove scruff marks/stains/footprints from tile walls. Perform all listed General duties and additional tasks. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." Major Duties - Nightly: Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies		456	R221	0700 -	

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick			Pick Ef	fective Date:	7/16/2023
Job#		H	ours		RC#
NC0113 Station North		15	500 - 2300		2762
INSTRUCTIONS		STATION	LINE	воотн	HOURS
	Sunday-Saturday				
Report On Duty In Full Uniform. *Perform General Duties-see below		14 St-Union Sq	N Q R W	A034	1500 -
*Perform Major Duties - See Below		14 St-Union Sq	L	A034	1500 - 1600
*Perform General Duties- See Below- Island Platform Including A37k	and A34K	14 St-Union Sq	L	A034	1600 - 1830
*Perform Major Duties - See Below- Public Restrooms		14 St-Union Sq	L	A034	1830 - 1930
Lunch		14 St-Union Sq	N Q R W	A034	1930 - 2000
*Perform Major Duties - See Below - **Elevator Cleaning** - see be	ow	14 St-Union Sq	L	A034	2000 - 2030
*Perform General Duties- See Below- Island Platform Including A37k	and A34K	14 St-Union Sq	L	A034	2030 - 2200
*Perform Major Duties - See Below		14 St-Union Sq	L	A034	2200 - 2300
Report Off Duty.		14 St-Union Sq	N Q R W	A034	2300 -
underpass, and passageways. Wipe down & disinfect all stairway hand Turnstiles, HEETs/HXT) in control areas including OMNY validators. Standpipe Outlets. Clean all windows and station signs. Wipe down sa all trash receptacles. Remove all stains, spills and drag marks on floor and booth windows (use water only). Disinfect all urine areas, disinfect droppings from all railings, stairways, platform and outside areas (3 ft stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR arriving and departing each station you are assigned to clean during y	Wipe down all digital ad panels, HPI Units, FDNY ndboxes. Empty, disinfect and clean chrome tops on areas. Empty booth trash, clean exterior booth panels t gutters and sanitary bases. Remove all pigeon) Clean all ledges and benches. Remove graffiti, and employee. "Deodorize the entire station upon				
*Major Duty Cleaning- Sun-Sat: ***Public Restroom Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, (if equipped) dispensers and holders. Clean sinks and faucets. Clean cr and stickers including residue. Empty trash cans. Sweep, mop and disi paper towels, toilet seat covers) and soap as needed. Allow bathroom *Elevator Duties- EL218 (L) Clean and Polish [ELE#'s] Remove gum. Sweep, mop and disinfect el panel/ledges on all levels (street, mezzanine and platforms). Clean inte Remove graffiti, stickers and sticker/glue residue. Remove debris from edge with a dry rag from top to bottom. Mon/Wed/Fri:	ommodes with toilet bowl brush. Remove all graffiti nfect the floor. Replenish paper stock (toilet tissue, to dry 10 minutes before reopening. evator floors. Wipe down interior and exterior rior and exterior glass on all elevators in the station.				
Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguish debris from refuse inserts and disinfect. Sun/Tue/Thurs/Sat: Supply Room- Tidy and organize supply rooms. Remove empty boxes Scrubber Room- Deck wash walls and floor. Clean/disinfect and organ bottles. Wipe down Fire Extinguishers. Restock supplies. Wipe down Fire Extinguishers. Restock supplies	. Wipe down top of Fire Extinguishers.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick

Pick Effective Date:	7/16/2023

Date: 6/2/2023

Job#	н	ours		RC#
NC0114 Station North	1:	500 - 2300		2762
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform. *Perform General Duties-see below	14 St-Union Sq	N Q R W	A034	1500 - 1730
*Perform General Duties- See Below- NB & SB Platforms including Mezzanine A034,A033,A34K				
*Perform Major Duties - See Below - Elevator duties	14 St-Union Sq	N Q R W	A034	1730 - 1830
Lunch	14 St-Union Sq	N Q R W	A034	1830 - 1930
*Perform Major Duties - See Below- Rooms Cleaning	14 St-Union Sq	N Q R W	A034	1930 - 2030
*Perform General Duties- See Below- NB & SB Platforms including Mezzanine A034,A033,A34K	14 St-Union Sq	NQRW	A034	2030 - 2300
Report Off Duty.	14 St-Union Sq	N Q R W	A034	2300 -
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including [list areas outside station confines]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops or all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth pane and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove all graent droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Cleaning- Sun-Sat: ***Public Restroom Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and sap as needed. Allow bathroom to dry 10 minutes before reopening *Elevator Duties- EL219, Elv 220 Clean and Polish [ELE#*8] Remove gum. Sweep, mop and disinfect elevator floors. Wipe down int	ls y sse			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick

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Pick Effective Date: 7/16/2023
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Date: 6/2/2023

Job#	H	ours		RC#
NC0115 Station North		500 - 2300		2762
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform. *Performed General Duties - See Below	Brooklyn Bridge City Hall	456	R210	1500 - 1600
*Performed Major Duties - Elevator duties				
*Perfomed General Duties - See below - NB & SB (4) platform Including MCU Passageway/Mezzanine - Clean, Sweep, Mop	Brooklyn Bridge City Hall	456	R210	1600 - 1830
*Performed Major Duties - Public Restroom duties - See Below	Brooklyn Bridge City Hall	456	R210	1830 - 1900
Lunch	Brooklyn Bridge City Hall	4 5 6	R210	1900 - 1930
*Perform General duties - See below -Mezzannine Control Area (Paid & Unpaid) and Passageway leading toward J/Z passageway by 4,5,6 side including overpass.	Brooklyn Bridge City Hall	4 5 6	R210	1930 - 2030
*Performed Major Duties -Room Cleaning Including Supervisor/Supt. Office- See Below	Brooklyn Bridge City Hall	456	R210	2030 - 2130
Performed General Duties- See below	Brooklyn Bridge City Hall	456	R210	2130 - 2300
Report Off Duty.	Brooklyn Bridge City Hall	456	R210	2300 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including [list areas outside station confines]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
 *Major Duty Cleaning- Sun-Sat: ***Public Restroom Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Allow bathroom to dry 10 minutes before reopening. *Elevator Duties- EL314, Elv 315, Elv 316 Clean and Polish [ELE#'s] Remove gum. Sweep, mop and disinfect elevator floors. Wipe down interior and exterior panel/ledges on all levels (street, mezzanine and platforms). Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker/glue residue. Remove debris from elevator doors sills. Clean and wipe down the safety edge with a dry rag from top to bottom. 				
Mon/Wed/Fri : Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Sun/Tue/Thurs/Sat: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Scrubber Room- Deck wash walls and floor. Clean/disinfect and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Wipe down Fire Extinguishers. Restock supplies.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick

Pick Effective Date:	7/16/2023
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Date: 6/2/2023

Job#		Hours		RC#			
NC0116 Station North	1500 - 2300			1500 - 2300		2765	
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS			
Sunday-Saturday							
Report On Duty In Full Uniform	Wall St	2 3	R111	1500 - 1700			
Sweep All Stairways, Scrap All Mezzanines And Platforms. Disinfect Urine Areas. Clean & Disinfect Employee's Toilet. Clean & Polish All AFC Equipment: MVMs, MEMs, Turnstiles, AFC Readers. Empty And Wipe Down All Trash Receptacles. Scrap Passageway Leading To Stairway P9, "A" Platform.							
Sweep All Stairways, Scrap Entire Station Including Passageway On North End Of N/B Platform To Broad St. S/W M-5, And Underpasses On North End And South End Of The Station. Empty Trash Receptacles And Damp Wipe Receptacles Tops. Clean/Disinfect Urine Areas. Clean All Booth Glass. Spot Mop And Remove Stains From Tile Floors.	Wall St	4 5	R203	1715 - 1915			
Lunch	Wall St	4 5	R203	1915 - 1945			
 Major Cleaning: Mon: Clean And Organize Supply Room Tue: Clean Employee's Toilet. Wed: Clean And Disinfect Trash Receptacles. Thu: Sweep, Clean And Disinfect Control Area R203, Clean MVMs, Mems And HEETs. Fri: Clean And Disinfect Canister Housings. 	Wall St	4 5	R203	1945 - 2045			
Re-Scrap Platforms, Passageway And Mezzanines. Empty Trash Receptacles. Disinfect Refuse Areas. Wipe Down All Benches.	Wall St	4 5	R203	2045 - 2145			
Re-Scrap Platforms And Mezzanine. Empty Trash Receptacles. Disinfect Refuse Areas. Wipe Down All Benches.	Wall St	2 3	R111	2200 - 2300			
Report Off Duty	Wall St	2 3	R111	2300 -			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#	н	RC#		
NC0117 Station North	1:	500 - 2300		2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Bowling Green	4 5	R200A	1500 - 1900
*General Duties-see below *Major Duties-see below (1700-1730)				
Lunch	Bowling Green	4 5	R200A	1900 - 1930
*General Duties-see below *Major Duties- Sun/Tue/Thu/Sat (2030-2100)	Bowling Green	4 5	R200A	1930 - 2300
Report Off Duty.	Bowling Green	4 5	R200A	2300 -
around all street stairways including 2 Broadway entrance and in front of Citibank. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect, clean & polish all trash receptacles. Remove all stains, spills and drag marks on floor areas & spot mop. Empty booth trash, clean exterior booth panels and booth windows (use water only), remove dust from booth surface. Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Cleaning				
 Sun: Clean & Organize Supply Room (SE of N/B Platform) including wipe down fire extinguisher and breakdown empty boxes. Clean and Polish All AFC Equipment. Mon: Clean Elevator EL-710 & EL-711 including sweep, mop, and remove stains and drag marks. Remove gum, stickers, and graffiti. Clean & Polish stainless steel panels. Clean glass windows. Tue: Clean Refuse Room (NE of N/B Platform) including wipe down fire extinguisher and breakdown empty boxes. Wed: Clean & Polish Escalators E338, E339, E340, & E341 including remove gum from top and bottom landing plates, remove stickers and graffiti, and wipe down outer area walls and stainless steel panels. Thu: Clean & Organize Supply room (SE of N/B Platform) including wipe down fire extinguisher and breakdown empty boxes. Fri: Clean Escalators E336, E337, E342, E343, & E345 including remove gum from top and bottom landing plates, remove stickers and graffiti, and wipe down outer area walls and stainless steel panels. Sat: Clean Refuse Room (NE of N/B Platform) including wipe down fire extinguisher and breakdown empty boxes. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#	Но	ours		RC#
NC0118 Station North	230	00 - 0700		2756
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report on Duty in Full Uniform.	Pelham Bay Park	6	R423	2300 - 0100
*General Duties: see below.				
**Public restroom duties (2400-0030) see below.				
Note- In lieu of public restrooms being out of service/not in use, the listed general duties will be performed.				
***Major Duties- (2300-2345) Sat/Mon/Wed/Fri				
**Major Duty "Floors" see below.	Pelham Bay Park	6	R423	0100 - 0145
**General Duties- see below.	Buhre Av	6	R422	0155 - 0300
***Major Duties- (0215-0300) Sat/Mon/Wed/Fri				
Lunch	Buhre Av	6	R422	0300 - 0330
**Major Duty "Floors" see below.	Buhre Av	6	R422	0330 - 0430
**General Duties- see below.	Buhre Av	6	R422	0430 - 0550
**Major Duty "ESC/ELE" see below.	Pelham Bay Park	6	R423	0600 - 0700
Report off duty.	Pelham Bay Park	6	R423	0700 -
Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Sweep, clean, disinfect and restock employee and public restrooms(at R423 PBP when in use.) "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." General Duties-Nightly- Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas and platforms. Disinfect all urine areas. Empty, disinfect and clean all trash receptacles, including chrome tops, interior of trash receptacle base and remove stains on floor at base of all trash receptacles. Remove all pigeon droppings from all railings, stairways, platform, and outside areas (3 ft.) Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital dpanels. Remove all stains, spills, and drag marks from platform and mezzanine floors. Deck brush and disinfect gutters, sanitary bases, stairway landings and all platform ends. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Sweep, clean, disinfect and restock employee and public restrooms(at R423 PBP when in use.) "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." **Public Toilet Duties- Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove al				
*Major Duty Cleaning- General cleaning to take place on Sun/Tue/Thu Sat: Sweep and mop booth floors, wipe booth windows, ledges, the board and remove refuse. Mon: Clean and tidy the storage room(s). Remove all empty boxes. Wed: Clean and tidy scrubber room. Fri: Remove all pigeon droppings from all railings, stairways, handrails, platform, and outside areas (3 ft.)				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#	Но	RC#		
NC0119 Station North	23	00 - 0700		2756
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	Middletown Rd	6	R421	2300 - 0045
*General Duties- see below				
**Major Duties 0000-0045 Sat, Mon, Wed, Fri				
**Major Duty "Floors" see below	Middletown Rd	6	R421	0045 - 0130
**General Duties- see below	Westchester Sq East Tremont Av	6	R420	0140 - 0300
***Major Duties- (0215-0300) Sat, Mon, Wed, Fri				
Lunch	Westchester Sq East Tremont Av	6	R420	0300 - 0330
**Major Duty "Floors" see below	Westchester Sq East Tremont Av	6	R420	0330 - 0430
**General Duties- see below	Westchester Sq East Tremont Av	6	R420	0430 - 0530
**General Duties-see below	Middletown Rd	6	R421	0540 - 0700
Report off duty	Middletown Rd	6	R421	0700 - 0700
Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. General Duties-Nightly- Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas and platforms. Disinfect all urine areas. Empty, disinfect and clean all trash receptacles, including chrome tops, interior of trash receptacle base and remove stains on floor at base of all trash receptacles. Remove all pigeon droppings from all railings, stairways, handrails, platform, and outside areas (3 ft.) Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all stains, spills, and drag marks from platform and mezzanine floors. Deck brush and disinfect gutters, sanitary bases, stairway landings and all platform ends. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Sweep, clean, disinfect and restock employee restroom. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty."				
*Major Duty Cleaning- General cleaning to take place on Sun/Tue/Thu Sat: Sweep and mop booth floors, wipe booth windows, ledges, the board and remove refuse. Mon: Clean and tidy the storage room(s). Remove all empty boxes Wed: Clean and tidy scrubber room. Fri: Remove all pigeon droppings from all railings, stairways, handrails, platform, and outside areas (3 ft.)				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC	Summer Pick
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Pick Effective Date:	7/16/2023
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Date: 6/2/2023

Job#		He	Hours																						
NC0120	Station North	07	0700 - 1500		0700 - 1500		0700 - 1500	0700 - 1500		0700 - 1500		0700 - 1500		0700 - 1500	0700 - 1500		0700 - 1500	0700 - 1500		0700 - 1500	0700 - 1500	0700 - 1500	0700 - 1500	0700 - 1500	2756
INSTRUCTIO	DNS	STATION	LINE	воотн	HOURS																				
	Sunday-Saturday																								
Report On Duty	/ In Full Uniform.	Parkchester	6	R417	0700 - 0900																				
*General Duties	s- see below																								
	om duties (0700-0730) see below restrooms are out of service/or not open for use, the listed general duties will be performed.																								
**General Dutie	es- see below	St Lawrence Av	6	R416	0910 - 1110																				
Lunch		St Lawrence Av	6	R416	1110 - 1140																				
Major Duty Clea	aning - Sun/Tues/Thu	St Lawrence Av	6	R416	1140 - 1240																				
**General Dutie	es- see below	Parkchester	6	R417	1250 - 1500																				
Report Off Duty	у.	Parkchester	6	R417	1500 - 1500																				
street). Clean/Sc areas. Empty, di stains on floor a from platform ar including OMN all ledges and b Clean and disinf entire station up **Public Toilet mirrors, electric brush. Remove a paper (toilet tiss *Major Duty Cl Sun: Sweep and	Daily- Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, crap 3ft around all street stairways. Scrap all mezzanines, control areas and platforms. Disinfect all isinfect and clean all trash receptacles, including chrome tops, interior of trash receptacle base and at base of all trash receptacles. Wipe down all digital ad panels. Remove all stains, spills, and drag nd mezzanine floors. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control Y validators. Deck brush and disinfect gutters, sanitary bases, stairway landings and all platform erenches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points, including all h fect refuse rooms/refuse housings. Sweep, clean, disinfect and restock employee restroom. "Deodor on arriving and departing each station you are assigned to clean during your tour of duty. Duties- Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, var hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Resue, paper towels, toilet seat covers, and soap as needed.	urine remove marks ol areas nds. Clean andrails. rize the nity toilet bowl eplenish																							
needed). Restocl	I mop the employee restroom. Scrub the toilet, wipe down the faucet/sink and spot clean the walls k as necessary. h AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators.																								
rims of all T/R.	a ra o equipatent (meenis, runismos, meenismirer) in control areas including onner valuators.																								

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date:		7/16/2023	
Job#	Hours			RC#
NC0120A Station North	230	00 - 0700		2756
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Parkchester	6	R417	2300 - 0045
General Duties- see below				
Major Duties- (2300-2345) Mon/Wed/Fri/Sat				
Public restroom duties (2400-0030)				
**General Duties- see below	Parkchester	6	R417	0045 - 0130
General Duties Major Duties- (0215-0300) Mon/Wed/Fri/Sat	St Lawrence Av	6	R416	0140 - 0300
Lunch	St Lawrence Av	6	R416	0300 - 0330
Major Duty "Floors" see below	St Lawrence Av	6	R416	0330 - 0430
General Duties - see below	St Lawrence Av	6	R416	0430 - 0530
General Duties - see below	Parkchester	6	R417	0540 - 0700
Major Duties- (0600-0700) see below Mon/Wed/Fri/Sat				
Report Off Duty.	Parkchester	6	R417	0700 -
 Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. General Duties-Nightly- Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas and platforms. Disinfect all urine areas. Empty, disinfect and clean all trash receptacles, including chrome tops, interior of trash receptacle base and remove stains on floor at base of all trash receptacles. Remove all pigeon droppings from all ralings, stairways, handrails, platform, and outside areas (3 ft.) Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all stains, spills, and drag marks from platform and mezzanine floors. Deck brush and disinfect gutters, sanitary bases, stairway landings and all platform ends. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Sweep, clean, disinfect and restock employee restroom. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Public Toilet Duties- Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers, and soap as needed. (If public restrooms are				
ELE/ESC Cleaning- Clean and disinfect ELE 121 & 122. Clean and polish ESC 120&121, including the lower and upper landings. Remove all stickers and sticker residue				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date:		7/16/2023	
Job#	Hours			RC#
NC0121 Station North		2300 - 0700		2756
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	Whitlock Av	6	R413	2300 - 0045
*General Duties #1- see below				
**Major Duties- (0000-0045) see below Sat/Mon/Wed/Fri				
**Major Duty "Floors" see below	Whitlock Av	6	R413	0045 - 0130
*General Duties- see below	E 149 St	6	R408	0140 - 0300
**Major Duties- (0215-0300) see below Sat/Mon/Wed/Fri				
Lunch	E 149 St	6	R408	0300 - 0330
**Major Duty "Floors" see below	E 149 St	6	R408	0330 - 0430
**General Duties- see below	E 149 St	6	R408	0430 - 0530
**General Duties- see below	Whitlock Av	6	R413	0540 - 0700
Report off duty	Whitlock Av	6	R413	0700 - 0700
Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mor all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. General Duties-Nightly- Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas and platforms. Disinfect all urine areas. Empty, disinfect and clean all trash receptacles, including chrome tops, interior of trash receptacle base and remove stains on floor at base of all trash receptacles. Remove all pigeon droppings from all railings, stairways, handrails, platform, and outside areas (3 ft.) Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all stains, spills, and drag marks from platform and mezzanine floors. Deck brush and disinfect gutters, sanitary bases, stairway landings and all platform ends. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Sweep, clean, disinfect and restock employee restroom. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
 *Major Duty Cleaning- General cleaning to take place on Sun/Tue/Thu Sat: Sweep and mop booth floors, wipe booth windows, ledges, the board and remove refuse. Mon: Clean and tidy the storage room(s). Remove all empty boxes. Wed: Clean and tidy scrubber room. Fri- R413 Whitlock Ave: Remove all pigeon droppings from all railings, stairways, handrails, platform, and outside areas (3 ft.) R408 E 149th St: Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) tops and bottoms in control areas including OMNY validators. Wipe down all digital ad panels. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date:		7/16/2023		
Job#	Hours			RC#	
NC0121A Station North	2300 - 0700		2300 - 0700		
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform	Hunts Point Av	6	R412	2300 - 0115	
General Duties					
Major Duty - Floors	Hunts Point Av	6	R412	0115 - 0200	
Elevator duties	Hunts Point Av	6	R412	0200 - 0300	
Lunch	Hunts Point Av	6	R412	0300 - 0330	
Major Duty Cleaning - Mon/Wed/Fri	Hunts Point Av	6	R412	0330 - 0430	
General Duties	Hunts Point Av	6	R412	0430 - 0700	
Public restroom duties* (0630-0700) In lieu of restrooms out of service/not in use, perform general cleaning. Report off duty	Hunts Point Av	6	R412	0700 -	
 Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mo all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housing. General Duties-Nightly- Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas and platforms. Disinfect all urine areas. Empty, disinfect and clean all trash receptacles, including chrome tops, interior of trash receptacle base and remove stains on floor at base of all trash receptacles. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all stains, spills, and drag marks from platform and mezzanine floors. Deck brush and disinfect gutters, sanitary bases, stairway landings and all platform ends. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Sweep, clean, disinfect and restock employee restroom. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Elevator Duties Clean and Polish [ELE#'s] 195,196,197 Remove gum. Sweep, mop and disinfect elevator floors suils. Clean and wipe down the station, graffit, stickers and sticker/glue residue. Remove debris from elevator doors sills. Clean and wipe down th safety edge with a dry rag from top to bottom. Public restroom duties: Sweep, clean and disinfect the public restrooms. Scrub the toilet, wipe down the sink, spot clean tild walls, and mirror and restock as necessary. *Major Duty Cleaning-General cleaning to take place on Sun/Tue/Thu/	1				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick

Pick Effective Date:	7/16/2023
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Date: 6/2/2023

Job#	Hours			RC#
NC0122 Station North		0700 - 1500		2756
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform. Note: In the absence of coverage for NB and/or SB platform Job'(s), perform all listed duties on the N/B and/or SB platform, including Mezzanine.	125 St	456	R258	0700 -
**General Duties- see below (Mezzanine - Including Street stairways and elevators	125 St	4 5 6	R258	0700 - 1030
Lunch	125 St	4 5 6	R258	1030 - 1100
*Major Duties- see below (Mezzanine- Including Street stairways and elevators	125 St	4 5 6	R258	1100 - 1330
**General Duties- see below (Mezzanine - Including Street stairways and elevators	125 St	4 5 6	R258	1330 - 1500
Report off duty.	125 St	4 5 6	R258	1500 -
**General Duties - Daily: Inspect station for unsanitary conditions and correct. Sweep all stairs (mezzanine, and street). Clean/Scrap 3ft around all street stairways including areas outside station confines. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all widows and station signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform, and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Clean & Polish trash receptacles. Remove stains, footprints & scruff marks on tile walls. Clean parabolic mirrors. Clean and polish interior/exterior elevator surface/panels. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
 Major Duties Daily: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Back Mezz -Behind F. Office. Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Mezzanine: Remove dust, stains, footprints & scruff marks from tile walls. Clean & polish stairway K-rails/In-between spindles. Booth R258: Mop interior and clean all ledges. Clean & polish interior & exterior glass. Remove stains/scruff marks from booth surface. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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023 STAC Summer Pick		Pick Effective Date:			
Job#	Hours			RC#	
NC0123A Station North		2300 - 0700		2756	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform.	77 St	6	R248	2300 -	
NOTE: In the absence of coverage for NHDC job, mop all platforms and perform General Duties at both stations.					
**General Duties- see below	77 St	6	R248	2300 - 0300	
Lunch	77 St	6	R248	0300 - 0330	
**General Duties- see below	103 St	6	R252	0340 - 0530	
Major Duties - see below	77 St	6	R248	0540 - 0700	
Report Off Duty.	103 St	6	R252	0700 -	
Dust mop and remove gum from floors. Sweep and scrap platforms and mezzanine. Sweep and scrap stairways. Mop entire platform and mezzanine floors. Mop all stairway landings leading to upper mezzanine and street level. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean and polish interior/exterior elevator cabs & surfaces/panels. Remove scruff marks/stains/footprints from tile walls. Perform all listed General duties and additional tasks. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. Major Duties - Nightly: Deodorize entire station at the beginning and end of each tour. Scrubber Rooms- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Clean all gutters/sanitary bases/platform ends as needed throughout the station Wipe down all digital panels, HPI Units, CAI, HEETS and MVM/MEM & Remove Dust. Clean all AFC equipment including turnstile heads and validators throughout the station towards the end of the tour and/or before going off-duty.					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	mer Pick Pick Effective Date:		7/16/2023		
Job#	Но	Hours			
NC0125 Station North	23	00 - 0700		2762	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform.	Spring St	6	R215	2300 - 0015	
*Performed General Duties - See Below					
*NB & SB (6) Mezzanine and Platform - Perform General Duties - See Below					
Major Duty Floor see below	Spring St	6	R215	0015 - 0100	
*Performed Major Duties - See Below	Spring St	6	R215	0100 - 0200	
Lunch	Brooklyn Bridge City Hall	456	R210	0200 - 0230	
*NB & SB (J/Z) platforms- Perform General Duties- See below (Chambers Street)	Brooklyn Bridge City Hall	456	R210	0245 - 0400	
Major Duty Floor see below (Chambers Street)	Brooklyn Bridge City Hall	456	R210	0400 - 0445	
*Performed Major Duties - See Below (Chambers Street)	Brooklyn Bridge City Hall	456	R210	0445 - 0545	
Performed General duties - See Below	Spring St	6	R215	0600 - 0700	
Report Off Duty.	Spring St	6	R215	0700 -	
 **General Duties - Nightly: Dust mop and remove gum from floors. Sweep and scrap platforms and mezzanine. Sweep and scrap stairways (N Platform stairways leading to Upper / Lower platform). Mop entire platform and mezzanine floors. Mop all stairway landings leading to upper-mezzanine an street level. Deck brush and disinfect gutters, sanitary bases and platform clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refus housings. Clean and polish interior/exterior elevator cabs & surfaces/panels. Remove scruff marks/stains/footprints walls. Perform all listed General duties and additional tasks. "Deodorize the entire station upon arriving and dep each station you are assigned to clean during your tour of duty. Major Duties Floors - Nightly: Remove dust balls and gum from floors. Remove all stains, spills, and drag marks platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform and mezzanine floors. Mop all stairway landings. 	vay ends. Spot areas. benches. se from tile parting				
 ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect reprooms/refuse housings. Sun-Sat: -Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. -Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Replose debris from refuse inserts and disinfect. -Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Trash can, sweep, mop and disinfect floors. Wipe down top of FX. 	l bottles. move				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023	
Job#		Hours			
NC0126 Station North	070	00 - 1500		2756	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform	Pelham Bay Park	6	R423	0700 - 1000	
*General Duties- see below					
Note- If public restrooms are out of service/not in use, the listed general duties will be performed.					
Major Duties- (0800-0900) see below Sun/Tue/Thu					
**General Duties- see below	Buhre Av	6	R422	1010 - 1110	
Lunch	Buhre Av	6	R422	1110 - 1140	
**General Duties- see below	Buhre Av	6	R422	1140 - 1340	
Major Duties- (1240-1340) Sun/Tue/Thu					
**General Duties- see below	Pelham Bay Park	6	R423	1350 - 1500	
Major Duties ESC/ELE- (1400-1500) Fri/Sat					
Report Off Duty.	Pelham Bay Park	6	R423	1500 -	
General Duties-Daily- Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas and platforms. Disinfect all urine areas. Empty, disinfect and clean all trash receptacles, including chrome tops, interior of trash receptacle base and remove stains on floor at base of all trash receptacles. Wipe down all digital ad panels. Remove all stains, spills, and drag marks from platform and mezzanine floors. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Deck brush and disinfect gutters, sanitary bases, stairway landings and all platform end. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points, including all handrails. Clean and disinfect refuse rooms/refuse housings. Sweep, clean, disinfect and restock employee restroom. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.					
**Public Toilet Duties- Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bow brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers, and soap as needed.	vl				
*Major Duty Cleaning-General cleaning to take place on Mon/Wed/Fri/Sat Sun- R423 PBP: Clean and disinfect ELE 121, 122 and ESC 120 & 121 (lower & upper landings.) Sun-R422 Buhre Avenue: Sweep and mop EFR. Wipe down Microwave, refrigerator, and Quench machine; empty the tray. Remove all refuse. Tue- R423 PBP: Hose wash the plaza, under the structure, removing all pigeon droppings. Tue-R422 Buhre Avenue- Remove (clean and disinfect) all pigeon droppings from the walkway, handrails, railings, unpaid mezzanine, and stairways.					
Thu: Clean and disinfect refuse room(s)/housings. Fri/Sat: Clean and disinfect ELE 121 & 122. Clean and polish ESC 120 & 121, including the lower and upper landings. Remove all stickers and sticker residue.					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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Pick Effective Date:	7/16/2023
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Date: 6/2/2023

Job#	Hours			RC#	
NC0127 Station North	0700 - 1500			2756	
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform	Westchester Sq East Tremont Av	6	R420	0700 - 0900	
*General Duties- see below					
***Major Duties- (0800-0900) Sun, Tue, Thu. R420 will perform general duties while station is rehabbed.					
**General Duties- see below	Middletown Rd	6	R421	0910 - 1100	
Lunch	Middletown Rd	6	R421	1100 - 1130	
**General Duties- see below	Middletown Rd	6	R421	1130 - 1330	
**General Duties- see below	Westchester Sq East Tremont Av	6	R420	1340 - 1500	
Report Off Duty.	Westchester Sq East Tremont Av	6	R420	1500 -	
General Duties-Daily- Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and					
street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas and platforms. Disinfect all urine areas. Empty, disinfect and clean all trash receptacles, including chrome tops, interior of trash receptacle base and remove					
stains on floor at base of all trash receptacles. Wipe down all digital ad panels. Remove all stains, spills, and drag marks					
from platform and mezzanine floors. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas					
including OMNY validators. Deck brush and disinfect gutters, sanitary bases, stairway landings and all platform ends. Clean					
all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points, including all handrails.					
Clean and disinfect refuse rooms/refuse housings. Sweep, clean, disinfect and restock employee restroom. Deodorize the					
entire station upon arriving and departing each station you are assigned to clean during your tour of duty.					
*Major Duty Cleaning- General cleaning to take place on Mon/Wed/Fri/Sat					
Sun: Sweep and mop EFR. Wipe down the table, microwave and refrigerator. Wipe down, clean and empty the Quench tray.					
Tue: Sweep and mop the employee restroom. Scrub the toilet, wipe down the faucet/sink and spot clean the walls (if					
needed). Restock as necessary.					
Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Polish the rims of all T/R.					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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STAC Summer Pick Pick Effective Date:		7/16/2023		
Job#	Hours 0700 - 1500			RC# 2756
NC0128 Station North				
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	Castle Hill Av	6	R418	0700 - 0900
*General Duties- see below				
**General Duties- see below	Zerega Av	6	R419	0910 - 1110
Lunch	Zerega Av	6	R419	1110 - 1140
Major Duty Cleaning (1210-1310)Sun/Tue/Thu	Zerega Av	6	R419	1140 - 1310
**General Duties- see below	Castle Hill Av	6	R418	1320 - 1500
Report Off Duty. General Duties-Daily- Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas and platforms. Disinfect all urine areas. Empty, disinfect and clean all trash receptacles, including chrome tops, interior of trash receptacle base and remove stains on floor at base of all trash receptacles. Wipe down all digital ad panels. Remove all stains, spills, and drag marks from platform and mezzanine floors. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Deck brush and disinfect gutters, sanitary bases, stairway landings and all platform ends. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points, including all handrails. Clean and disinfect refuse rooms/refuse housings. Sweep, clean, disinfect and restock employee restroom. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Cleaning- General cleaning to take place on Mon/Wed/Fri/Sat Sun: Sweep and mop EFR. Wipe down the table, microwave and refrigerator. Wipe down, clean and empty the Quench tray. Tue: Sweep and mop the employee restroom. Scrub the toilet, wipe down the faucet/sink and spot clean the walls (if needed). Restock as necessary. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Polish the rims of all T/R.		6	R418	1500 -

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date:		7/16/2023	
Job#	Hours			RC#
NC0129 Station North		0700 - 1500		
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Brook Av	6	R402	0700 - 0900
*General Duties- see below				
*General Duties- see below	3 Av 138 St	6	R401	0910 - 1100
RTO Facilities/Tower	3 Av 138 St	6	R401	1100 - 1200
Clean, sweep, mop and disinfect.				
Lunch	3 Av 138 St	6	R401	1200 - 1230
*Major Duties- see below	3 Av 138 St	6	R401	1230 - 1330
*Major Duties- see below	Brook Av	6	R402	1340 - 1500
Report Off Duty.	Brook Av	6	R402	1500 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platforms, mezzanines, including street stairways). Clean/Scrap 3fl around all street stairways including [list areas outside station confines]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all widows and station signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffit, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Remove stains drag marks, spills, scuff-marks from platform & mezzanine floor, including stairway landings. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Major Duties- Daily: Booths: Clean & mop booth floor, dust off all ledges. Clean booth glass interior/exterior with water. Scrubber Rooms- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Refuse Housings- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Platform/Stairway/Mezzaine: remove stains, footprints, scruff-marks, stickers and graffiti from walls. Bucket wash end platforms. RTO Facilities/Tower: Clean & mop all rooms, including restrooms/locker rooms. "Deodorize entire station at the beginn				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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STAC Summer Pick Pick Effective Date:		7/16/2023		
Job#	Hours			RC#
NC0130 Station North	0700 - 1500			2756
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	Morrison Av Soundview	6	R415	0700 - 0900
*General Duties- see below			D 414	0010 1100
**General Duties- see below	Elder Av	6	R414	0910 - 1100
Lunch	Elder Av	6	R414	1100 - 1130
Major Duty Cleaning -Sun/Tue/Thu 1200-1300	Elder Av	6	R414	1130 - 1300
**General Duties- see below	Morrison Av Soundview	6	R415	1310 - 1500
Report Off Duty. General Duties-Daily- Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas and platforms. Disinfect all urine areas. Empty, disinfect and clean all trash receptacles, including chrome tops, interior of trash receptacle base and remove stains on floor at base of all trash receptacles. Wipe down all digital ad panels. Remove all stains, spills, and drag marks from platform and mezzanine floors. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Deck brush and disinfect gutters, sanitary bases, stairway landings and all platform ends. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points, including all handrails. Clean and disinfect refuse rooms/refuse housings. Sweep, clean, disinfect and restock employee restroom. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Cleaning- General cleaning to take place on Mon/Wed/Fri/Sat Sun: Sweep and mop EFR. Wipe down the table, microwave and refrigerator. Wipe down, clean and empty the Quench tray. Tue: Sweep and mop the employee restroom. Scrub the toilet, wipe down the faucet/sink and spot clean the walls (if needed). Restock as necessary. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Polish the rims of all T/R.		6	R415	1500 -

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick			Pick Effective Date:			
Job#		Hours			RC#	
NC0131	Station North	0700 - 1500			2756	
INSTRUCTIONS		STATION	LINE	воотн	HOURS	
	Sunday-Saturday					
Report On Duty In F	ull Uniform	Hunts Point Av	6	R412	0700 - 0900	
*General Duties #1 -	see below					
Major Duties- (0800-	0900) see below					
	es: Sweep, clean and disinfect the public restrooms. Scrub the toilet, wipe down the sink, spot clean or and restock as necessary.					
**General Duties- see	e below	Whitlock Av	6	R413	0910 - 1100	
Lunch		Whitlock Av	6	R413	1100 - 1130	
Major Duty Cleaning	g - Sun/Tue/Thu 1230-1330	Whitlock Av	6	R413	1130 - 1330	
*General Duties- see	below	Hunts Point Av	6	R412	1340 - 1500	
*ELE duties: Sweep	out, clean & disinfect elevators #195, 196, 197. Wipe down the exterior & interior of each cab.					
Report Off Duty.		Hunts Point Av	6	R412	1500 -	
street). Clean/Scrap 3 areas. Empty, disinfect stains on floor at base from platform and me including OMNY val all ledges and benche Clean and disinfect re	- Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and Bft around all street stairways. Scrap all mezzanines, control areas and platforms. Disinfect all urine ct and clean all trash receptacles, including chrome tops, interior of trash receptacle base and remove e of all trash receptacles. Wipe down all digital ad panels. Remove all stains, spills, and drag marks ezzanine floors. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas lidators. Deck brush and disinfect gutters, sanitary bases, stairway landings and all platform ends. Clean es. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points, including all handrails. efuse rooms/refuse housings. Sweep, clean, disinfect and restock employee restroom. Deodorize the riving and departing each station you are assigned to clean during your tour of duty.					
Public restroom dutie	out, clean & disinfect elevators #195, 196, 197. Wipe down the exterior & interior of each cab. es: Sweep, clean and disinfect the public restrooms. Scrub the toilet, wipe down the sink, spot clean or and restock as necessary.					
Sun: Sweep and mop tray.	g- General cleaning to take place on Mon/Wed/Fri/Sat o EFR. Wipe down the table, microwave and refrigerator. Wipe down, clean and empty the Quench o the employee restroom. Scrub the toilet, wipe down the faucet/sink and spot clean the walls (if necessary.					
Clean and polish AFO rims of all T/R.	C equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Polish the					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023	
Job#		Hours		RC#	
NC0132 Station North	0	700 - 1500		2756	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform.	Longwood Av	6	R410	0700 - 0900	
*General Duties- see below					
**General Duties- see below	E 149 St	6	R408	0910 - 1110	
Lunch	E 149 St	6	R408	1110 - 1140	
Major Duty Cleaning -1240-1340 Sun/Tue/Thu	E 149 St	6	R408	1140 - 1340	
**General Duties- see below	Longwood Av	6	R410	1350 - 1500	
Report Off Duty. General Duties-Daily- Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas and platforms. Disinfect all urine areas. Empty, disinfect and clean all trash receptacles, including chrome tops, interior of trash receptacle base and remove stains on floor at base of all trash receptacles. Wipe down all digital ad panels. Remove all stains, spills, and drag marks from platform and mezzanine floors. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Deck brush and disinfect gutters, sanitary bases, stairway landings and all platform ends. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points, including all handrails. Clean and disinfect refuse rooms/refuse housings. Sweep, clean, disinfect and restock employee restroom. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Cleaning- General cleaning to take place on Mon/Wed/Fri/Sat Sun: Sweep and mop EFR. Wipe down the table, microwave and refrigerator. Wipe down, clean and empty the Quench tray. Tue: Sweep and mop the employee restroom. Scrub the toilet, wipe down the faucet/sink and spot clean the walls (if needed). Restock as necessary.	Longwood Av	6	R410	1500 -	
Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Polish the rims of all T/R.					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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023 STAC Summer Pick Pick Effective Date:		7/16/2023			
Job#	Hours			RC#	
NC0133 Station North	070	0 - 1500		2756	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform	E 143 St St Mary's	6	R406	0700 - 0900	
*General Duties #1- see below	St				
**Major Duties- (0800-0900) see below Sun/Tue/Thu					
*General Duties- see below	Cypress Av	6	R404	0910 - 1110	
Lunch	Cypress Av	6	R404	1110 - 1140	
**General Duties- see below	Cypress Av	6	R404	1140 - 1340	
**General Duties- see below	E 143 St St Mary's St	6	R406	1350 - 1500	
Report Off Duty.	E 143 St St Mary's St	6	R406	1500 -	
General Duties-Daily- Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas and platforms. Disinfect all urine areas. Empty, disinfect and clean all trash receptacles, including chrome tops, interior of trash receptacle base and remove stains on floor at base of all trash receptacles. Wipe down all digital ad panels. Remove all stains, spills, and drag marks from platform and mezzanine floors. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Deck brush and disinfect gutters, sanitary bases, stairway landings and all platform ends. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points, including all handrails. Clean and disinfect refuse rooms/refuse housings. Sweep, clean, disinfect and restock employee restroom. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.					
*Major Duty Cleaning- General cleaning to take place on Mon/Wed/Fri/Sat Sun: Sweep and mop EFR. Wipe down the table, microwave and refrigerator. Wipe down, clean and empty the Quench tray. Tue: Sweep and mop the employee restroom. Scrub the toilet, wipe down the faucet/sink and spot clean the walls (if needed). Restock as necessary.					
Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Polish the rims of all T/R.					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick Pick Effective Date:		7/16/2023		
Job#	ob# Hours			RC#
NC0134 Station North	07	00 - 1500		2754
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	Kingsbridge Rd	4	R290	0700 - 0900
*General Duties- See below				
**Major Duties - See below	Kingsbridge Rd	4	R290	0900 - 0930
*General Duties- See below	Bedford Pk Blvd Lehman College	4	R291	0940 - 1130
Lunch	Bedford Pk Blvd Lehman College	4	R291	1130 - 1200
*** RTO Yard Cleaning, See below	Bedford Pk Blvd Lehman College	4	R291	1200 - 1300
**Major Duties - See below	Bedford Pk Blvd Lehman College	4	R291	1300 - 1330
*General Duties- See below	Kingsbridge Rd	4	R290	1340 - 1500
Report Off Duty.	Kingsbridge Rd	4	R290	1500 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Clean Q-panels. Wipe sand box. Disinfect benches. Clean and wipe map frames. Remove stain and spot clean ADA tactile. Clean and disinfect pigeons' dropping. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Major Duty Cleaning Sun: - Clean Mezzanines and walls including Window ledges - Remove stains and scuff marks from mezzanines and S/Ws.				
Clean and wipe window ledges. Mon: Clean Q-panels on 4 line: clean, wipe Q-panels on S/B platform. Tue: Clean Q-panels on 4 line: clean, wipe Q-panels on N/B platform. Wed: Clean Mezzanines and walls including Window ledges - Remove stains and scuff marks from mezzanines and S/Ws. Clean and wipe window ledges. Thu: Clean Mezzanine and walls including Window ledges - Remove stains and scuff marks from main mezzanine and S/Ws. Clean and wipe window ledges. Fri: Clean Refuse Housings – Thoroughly mop, wclean, disinfect Refuse housings. Sat: Clean Q-panels on 4 line: clean, wipe Q-panels on N/B and S/B platform. ***RTO Cleaning: Clean Yard Crew room, tower. Remove trash from crew rooms and offices. Work per station GSS/ supervisor's direction. Clean and disinfect RTO Mosholu/Bedford Yard toilets. Restock supplies in RTO restrooms.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick B	Effective Date:	7/16/2023
Job#		Hours RC#		
NC0135 Station North		0700 - 1500		2756
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	116 St	6	R256	0700 - 0900
**General Duties- see below				
**General Duties- see below	110 St	6	R254	0905 - 1100
Lunch	110 St	6	R254	1100 - 1130
*Major Duties- see below	110 St	6	R254	1130 - 1230
*Major Duties- see below	116 St	6	R256	1235 - 1500
Report Off Duty.	116 St	6	R256	1500 -
disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean and polish interior/exterior elevator cabs & surfaces/panels. Remove scruff marks/stains/footprints from tile walls. Perform all listed General duties and additional tasks. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Major Duties - Daily:				
Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Platform: Remove stains, footprints, dust, scruff-marks fom tile walls. Clean and polish exterior elevator cab/panels. Clean & polish stairway K-Rails/In-between spindles. Remove gum from floors, stairway threads/landings. Remove stickers and all unauthorized postings. Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Booth: Clean & mop floor, Dust off ledges, clean interior/exterior booth glass with water Employee Facility Rooms & Restrooms: Clean, mop & disinfect Note: Task subject to change and/or chance Spot clean ADA Tactile as needed				
Deck brush & disinfect all gutters/sanitary bases/platform ends as needed throughout the station Wipe down all digital panels, HPI Units, CAI, HEETS and Remove Dust.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC	C Summer Pick		Pick I	Effective Date:	7/16/2023	
Job#		Hours		RC#		
NC0136	Station North		0700 - 1500		2756	
INSTRUCTIO	DNS	STATION	LINE	воотн	HOURS	
	Sunday-Saturday					
Report On Duty	/ In Full Uniform.	96 St	6	R251	0700 -	
**General Dutie	es- see below- SB Platform	96 St	6	R251	0700 - 0800	
**General Dutie	es- see below- NB Platform	96 St	6	R251	0800 - 0900	
**General Dutie	es- see below- NB Platform & Mezz	103 St	6	R252	0910 - 1010	
**General Dutie	es- see below- SB Platform	103 St	6	R252	1010 - 1110	
Lunch		103 St	6	R252	1110 - 1140	
*Major Duties-	see below	96 St	6	R251	1150 - 1300	
**General Dutie	es- see below- SB Platform	96 St	6	R251	1300 - 1400	
**General Dutie	es- see below- NB Platform & Mezz	96 St	6	R251	1400 - 1500	
Report off duty.		96 St	6	R251	1500 -	
street stairways. floors. Mop all s bases and platfo receptacles. Disi receptacle. Clean and disinfect ref deodorize Eleva and departing ea Major Duties - I	emove gum from floors. Sweep and scrap platforms and mezzanine. Sweep and scrap stairways including (Remove dust balls, sands/dirt from threads, copings & landings). Mop entire platform and mezzanine stairway landings leading to upper-mezzanine and street level. Deck brush and disinfect gutters, sanitary orm ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash infect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash n all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean fuse rooms/refuse housings. Remove scruff marks/stains/footprints from tile walls. Clean, Mop, disinfect & tor Cabs. Perform all listed General duties and additional tasks. Deodorize the entire station upon arriving ach station you are assigned to clean during your tour of duty. Daily:					
Wipe down Fire scruff-marks fro spindles. Remov stains, spills, dra Refuse Room- I debris from refu Booth: Clean &	 Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Extinguishers and Eyewash Units. Restock supplies. Platforms/Mezzanines: Remove stains, footprints, dust, om tile walls. Clean and polish exterior elevator cab/panels. Clean & polish stairway K-Rails/In-between we gum from floors, stairway threads/landings. Remove stickers and all unauthorized postings. Remove ag marks and unsanitary conditions from floors. Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose use inserts and disinfect. mop floor, Dust off ledges, clean interior/exterior booth glass with water ity Rooms/Restrooms & Supervisor Office: Clean, mop, disinfect, remove dust from surfaces. 					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick E	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0137 Station North		0700 - 1500		2756
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	77 St	6	R248	0700 - 0800
**General Duties- see below				
**General Duties- see below	77 St	6	R248	0800 - 0900
**General Duties- see below	68 St Hunter College	6	R246	0910 - 1010
**General Duties- see below	68 St Hunter College	6	R246	1010 - 1110
Lunch	68 St Hunter College	6	R246	1110 - 1140
*Major Duties- see below	68 St Hunter College	6	R246	1140 - 1300
**General Duties- see below	77 St	6	R248	1310 - 1400
**General Duties- see below	77 St	6	R248	1400 - 1500
Report off duty.	77 St	6	R248	1500 -
Dust mop and remove gum from floors. Sweep and scrap platforms and mezzanine. Sweep and scrap stairways including street stairways. (remove dust balls, sands/dirt from threads, copings & landings). Mop entire platform and mezzanine floors. Mop all stairway landings leading to upper-mezzanine and street level. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffitt, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Remove scruff marks/stains/footprints from tile walls. Clean , Mop, disinfect & deodorize Elevator Cabs. Perform all listed General duties and additional tasks. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Major Duties - Daily: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Platforms/Mezzanines: Remove stains, footprints, dust, scruff-marks from tile walls. Clean and polish exterior elevator cab/panels. Clean & polish stairway K-Rails/In-between spindles. Remove gum from floors, stairway threads/landings. Remove stickers and all unauthorized postings. Remove stains, spills, drag marks and unsanitary conditions from floors. Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Elevators: Clean & polish stairway K-Rails/In-between spindles. Remove gum from floors, stairway threads/landings. Remove stickers and all unauthorized postings. Remove stains, spills, drag marks and unsanitary conditions from floors. Refuse Room- Deck wash walls and floor. Wip				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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Pick Effective Date: 2023 STAC Summer Pick 7/16/2023 Job# Hours RC# NC0138 0700 - 1500 **Station North** 2762 **INSTRUCTIONS STATION** LINE BOOTH HOURS Sunday-Saturday R231 33 St 0700 - 1000 Report On Duty In Full Uniform. 6 *Perform General Duties-see below *Perform General Duties * Northbound & Southbound Platform, Mezzanine including all stairways. R229 28 St 6 1015 - 1045 Lunch 28 St 6 R229 1045 - 1245 *Perform General Duties * Northbound & Southbound Platform, Mezzanine including all stairways. 33 St R231 1300 - 1400 6 **Major Duty** See below 33 St R231 1400 - 1500 *Perform General Duties * Entire Station 6 R231 1500 -33 St Report Off Duty. 6 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including [list areas outside station confines]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Deck brush stains on concrete floors. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." *Major Duty Cleaning-Sun: Booth- Clean booth [booth R231] interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Mon: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Tue: Cleaning Q-Panels (weekly)- Remove stains and scuff marks from "Q-Panels" on platforms. Wed: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thu: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX. Fri: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Sat: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect.

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick

Pick Effective Date:	7/16/2023
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Date: 6/2/2023

Job#		Hours		RC#
NC0139 Station North		0700 - 1500		2762
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform. *Perform General Duties and Elevator Duties*-see below	23 St	6	R227	0700 - 0845
*Perform General Duties * Northbound and Southbound Platform and Mezzanine including all stairways.				
*Perform Elevator Duties** ELE298, ELE299	23 St	6	R227	0845 - 0930
*Perform General Duties * Northbound and Southbound Platform and Mezzanine including all stairways.	Astor Pl	6	R219	0945 - 1115
Lunch	Astor Pl	6	R219	1115 - 1145
Major Duty See below	Astor Pl	6	R219	1145 - 1245
*Perform General Duties * Entire Station	23 St	6	R227	1300 - 1400
Major Duty See below	23 St	6	R227	1400 - 1500
Report Off Duty.	23 St	6	R227	1500 -
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including [list areas outside station confines]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.).Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Deck brush stains on concrete floors. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." *Major Duty Cleaning- Sun: Booth- Clean booth [booth R227] interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Mon: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Tue: Cleaning Q-Panels (weekly)- Remove stains and scuff marks from "Q-Panels" on platforms. Wed: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thu: Employee Facility Room-				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick B	Effective Date:	7/16/2023
Job#	Hours		RC#	
NC0140 Station North	07	00 - 1500		2762
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform. *Performed General Duties - See Below	Brooklyn Bridge City Hall	456	R210	0700 -
(Chambers St.) *Perform Major Duties - Elevator duties- See Below	Brooklyn Bridge City Hall	JΖ	R210	0700 - 0800
(Chambers St.) *Perform General Duties - See below - NB & SB Platforms	Brooklyn Bridge City Hall	JΖ	R210	0800 - 0945
*Perform General Duties - See Below - NB & SB Platforms including Mezzanine(s)	Spring St	6	R215	1000 - 1130
Lunch	Spring St	6	R215	1130 - 1200
(Chambers St.) *Perform General Duties - See below - NB & SB Platforms including Mezzanine(s)	Brooklyn Bridge City Hall	JZ	R210	1215 - 1400
(Chambers St.) *Performed Major Duties -Room Cleaning- See Below	Brooklyn Bridge City Hall	JΖ	R210	1400 - 1500
Report Off Duty. *General Duties-Daily	Brooklyn Bridge City Hall	456	R210	1500 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including [list areas outside station confines]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty."				
 *Major Duty Cleaning- *Elevator Duties- EL742, Elv 743 -Chambers St (J/Z) Clean and Polish [ELE#'s] Remove gum. Sweep, mop and disinfect elevator floors. Wipe down interior and exterior panel/ledges on all levels (street, mezzanine and platforms). Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker/glue residue. Remove debris from elevator doors sills. Clean and wipe down the safety edge with a dry rag from top to bottom. Sun: Booth Major Cleaning -R215 Clean And Interior and Exterior of Booth & windows. Mop Floor, Wash Walls and Dust Ledges, remove booth garbage. Mon/Tues/Wed/Thur/Fri: -Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Tues/Thurs/Sat: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Scrubber Room- Deck wash walls and floor. Clean/disinfect and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC	C Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours			RC#
NC0141	Station North		0700 - 1500		2765
INSTRUCTIO	DNS	STATION	LINE	воотн	HOURS
	Sunday-Saturday				
Report On Duty	In Full Uniform.	Canal St	6	A046	0700 - 0900
*General Duties	-see below				
	ee below (0730-0800)				
	s-see below (0800-0900)				
PERFORM DU	TIES AT CANAL ST "J" LINE	Canal St	6	A046	0900 - 1100
*General Duties	- see below				
Lunch		Canal St	6	A046	1110 - 1140
*Elevator Duties	s- see below	Canal St	6	A046	1140 - 1240
PERFORM DU	TIES AT CANAL ST "J" LINE	Canal St	6	A046	1250 - 1340
*General Duties	- see below				
*General Duties	- see below	Canal St	6	A046	1350 - 1500
Report Off Duty	Ι.	Canal St	6	A046	1500 -
around all street passageways. W HEETs/HXT) in polish all trash r exterior booth p Remove all pige Remove graffiti,	-Daily for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft estairways and street level elevators. Scrap all mezzanines, control areas, platforms, underpass, and lipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, a control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect, clean & receptacles. Remove all stains, spills and drag marks on floor areas & spot mop. Empty booth trash, clean anels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. eon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. h stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize a upon arriving and departing each station you are assigned to clean during your tour of duty.				
*Major Duty Cl	eaning-				
Empty trash bin Sat: Scrubber Re	th A046 Wipe booth glass inside & out. Wipe down & dust countertops and equipment. Sweep as needed. . Wipe down/clean Deal Tray. Wipe down Halon sensors and Fire Extinguishers. oom(s) - Organize room (discard unauthorized items. Remove items/equipment from in front of the eyewash adown all empty boxes. Wipe down fire extinguisher and eyewash unit.				
*Elevator Duties	8-				
panels/ledges on Remove graffiti,	EL324 and EL325. Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and exterior a all levels(street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the station. , stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety rag from top to bottom.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 \$	STAC	Summer	Pick
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Pick Effective Date:	7/16/2023
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Date: 6/2/2023

Job#		Ho	ours		RC#
NC0142	Station North	15	00 - 2300		2756
INSTRUCTIONS		STATION	LINE	воотн	HOURS
	Sunday-Saturday				
Report On Duty In I	Full Uniform	Pelham Bay Park	6	R423	1500 - 1800
*General Duties- see	below				
with toilet bowl brush floor. Restock as nee	es- Clean Men and Women public toilets: Wipe down all surfaces, clean sinks, faucets & commodes h. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop & disinfect the ded. soms are out of service/not in use, the listed general duties will be performed.				
**Major Duties- (170	00-1800) Tues/Wed General duties performed Mon/Thu/Sat/Sun				
Lunch		Buhre Av	6	R422	1810 - 1840
*General Duties- see	below	Buhre Av	6	R422	1840 - 2150
**Major Duties- (205	50-2150) Tues/Wed General duties performed Mon/Thu/Fri/Sat/Sun				
**General Duties- se	e below	Pelham Bay Park	6	R423	2200 - 2300
ESC/ELE Clean and all stickers and stickers	disinfect ELE 121 & 122. Clean and polish ESC 120&121. Clean lower and upper landings. Remove er residue.				
.Report off duty		Pelham Bay Park	6	R423	2300 -
street). Clean/Scrap 3 areas. Empty, disinfe stains on floor at bas from platform and m including OMNY val all ledges and benche Clean and disinfect r	- Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and off around all street stairways. Scrap all mezzanines, control areas and platforms. Disinfect all urine ct and clean all trash receptacles, including chrome tops, interior of trash receptacle base and remove e of all trash receptacles. Wipe down all digital ad panels. Remove all stains, spills, and drag marks ezzanine floors. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas lidators. Deck brush and disinfect gutters, sanitary bases, stairway landings and all platform ends. Clean es. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points, including all handrails. efuse rooms/refuse housings. Sweep, clean, disinfect and restock employee restroom. Deodorize the riving and departing each station you are assigned to clean during your tour of duty.				
with toilet bowl brus floor. Restock as nee	es- Clean Men and Women public toilets: Wipe down all surfaces, clean sinks, faucets & commodes h. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop & disinfect the ded. ESC/ELE Clean and disinfect ELE 121 & 122. Clean and polish ESC 120&121. Clean lower and ove all stickers and sticker residue.				
Tues- R423 PBP: Ho Tues- R422 Buhre: S Wed- R423 PBP: Re	g- General duties performed Mon/Thu/Sat/Sun see wash the plaza, under the structure, removing all pigeon droppings. Spot clean the wind screens on the N/B platform. (R422) move all stains, spills, and drag marks from platform and mezzanine floors. Deck brush and disinfect s, stairway landings and all platform ends.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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Pick Effective Date: 2023 STAC Summer Pick 7/16/2023 Hours Job# RC# NC0142A 1500 - 2300 **Station North** 2756 **STATION INSTRUCTIONS** LINE BOOTH HOURS Sunday-Saturday Westchester Sq R420 1500 - 1700 Report On Duty In Full Uniform 6 East Tremont Av *General Duties- see below **Major Duties- (1500-1600) R420 will perform general duties while station is rehabbed. Tues/Wed Middletown Rd R421 1710 - 1900 **General Duties- see below 6 Middletown Rd 6 R421 1900 - 1930 Lunch Major Duty Cleaning - 2010-2110 T/W Middletown Rd R421 1930 - 2110 6 General duties performed Mon/Thu/Fri/Sat/Sun Westchester Sq R420 2120 - 2300 6 **General Duties- see below East Tremont Av Westchester Sq Report Off Duty. R420 2300 -6 East Tremont Av General Duties-Daily- Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas and platforms. Disinfect all urine areas. Empty, disinfect and clean all trash receptacles, including chrome tops, interior of trash receptacle base and remove stains on floor at base of all trash receptacles. Wipe down all digital ad panels. Remove all stains, spills, and drag marks from platform and mezzanine floors. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Deck brush and disinfect gutters, sanitary bases, stairway landings and all platform ends. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points, including all handrails. Clean and disinfect refuse rooms/refuse housings. Sweep, clean, disinfect and restock employee restroom. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Cleaning- General duties performed Mon/Thu/Fri/Sat/Sun Wed: Spot clean the wind screens on the N/B and S/B platform. Sun: Spot clean the wind screens on the N/B and S/B platform.

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick B	Effective Date:	7/16/2023	
Job#	Hours			RC#	
NC0142B Station North	2	300 - 0700		2756	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform General Duties Major Duties- (0000-0045) Mon/Wed/Fri/Sat	Zerega Av	6	R419	2300 - 0045	
Major Duty Floors	Zerega Av	6	R419	0045 - 0130	
General Duties Major Duties- (0215-0300) Mon/Wed/Fri/Sat	Castle Hill Av	6	R418	0140 - 0300	
Lunch	Castle Hill Av	6	R418	0300 - 0330	
Major Duty Floors	Castle Hill Av	6	R418	0330 - 0430	
General Duties	Castle Hill Av	6	R418	0430 - 0530	
General Duties	Zerega Av	6	R419	0540 - 0700	
Report off duty Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. General Duties-Nightly- Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas and platforms. Disinfect all urine areas. Empty, disinfect and clean all trash receptacles, including chrome tops, interior of trash receptacle base and remove stains on floor at base of all trash receptacles. Remove all pigeon droppings from all railings, stairways, handrails, platform, and outside areas (3 ft.) Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all stains, spills, and drag marks from platform and mezzanine floors. Deck brush and disinfect gutters, sanitary bases, stairway landings and all platform ends. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Sweep, clean, disinfect and restock employee restroom. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. "*Major Duty Cleaning- General cleaning to take place on Sun/Tue/Thu Mon: Clean and tidy the storage room(s). Remove all empty boxes. Wed: Clean and tidy scrubber room. Fri: Remove all pigeon droppings from all railings, stairways, handrails, platform, and outside areas (3 ft.) Sat: Sweep and mop booth floors, wipe booth windows, ledges, the board and remove refuse.		6	R419	0700 -	

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick

Pick Effective Date:	7/16/2023
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Date: 6/2/2023

Job#	F	lours		RC#
NC0143 Station North	1	500 - 2300		2756
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Morrison Av	6	R415	1500 - 1700
*General Duties- see below.	Soundview			
**Major Duties- (1600-1700) see below Tue/Wed General duties performed Mon/Thu/Fri/Sat/Sun				
**General Duties #1- see below	Elder Av	6	R414	1710 - 1900
Lunch	Elder Av	6	R414	1900 - 1930
**General Duties # 1- see below	Elder Av	6	R414	1930 - 2110
***Major Duties- (2010-2110) see below Tues/Wed General duties performed Mon/Thu/Fri/Sat/Sun				
**General Duties #1- see below	Morrison Av Soundview	6	R415	2120 - 2300
Report Off Duty.	Morrison Av	6	R415	2300 -
General Duties-Daily- Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas and platforms. Disinfect all urine areas. Empty, disinfect and clean all trash receptacles, including chrome tops, interior of trash receptacle base and remove stains on floor at base of all trash receptacles. Wipe down all digital ad panels. Remove all stains, spills, and drag marks from platform and mezzanine floors. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Deck brush and disinfect gutters, sanitary bases, stairway landings and all platform ends. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points, including all handrails. Clean and disinfect refuse rooms/refuse housings. Sweep, clean, disinfect and restock employee restroom. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Cleaning-General duties performed Mon/Thu/Fri/Sat/Sun Wed: Spot clean the wind screens on the N/B and S/B platform. Sun: Spot clean the wind screens on the N/B and S/B platform.	Soundview			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#	F	lours		RC#
NC0143A Station North	1	500 - 2300		2756
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	Castle Hill Av	6	R418	1500 - 1700
*General Duties #1- see below				
**Major Duties- (1600-1700) see below Tue/Wed General duties performed Mon/Thu/Fri/Sat/Sun				
**General Duties- see below	Zerega Av	6	R419	1710 - 1900
Lunch	Zerega Av	6	R419	1900 - 1930
*General Duties- see below	Zerega Av	6	R419	1930 - 2110
**Major Duties- (2010-2110) see below Tue/Wed General duties performed Mon/Thu/Fri/Sat/Sun				
**General Duties- see below	Castle Hill Av	6	R418	2120 - 2300
Report Off Duty.	Castle Hill Av	6	R418	2300 -
General Duties-Daily- Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas and platforms. Disinfect all urine areas. Empty, disinfect and clean all trash receptacles, including chrome tops, interior of trash receptacle base and remove stains on floor at base of all trash receptacles. Wipe down all digital ad panels. Remove all stains, spills, and drag marks from platform and mezzanine floors. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Deck brush and disinfect gutters, sanitary bases, stairway landings and all platform ends. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points, including all handrails. Clean and disinfect refuse rooms/refuse housings. Sweep, clean, disinfect and restock employee restroom. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
Tues: Spot clean the wind screens on the N/B and S/B platform.				
Wed: Spot clean the wind screens on the N/B and S/B platform.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023
Job#	H	ours		RC#
NC0143B Station North	15	500 - 2300		2756
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Parkchester	6	R417	1500 - 1700
*General Duties #1- see below				
**Public restroom duties (1530-1600) see below				
Note- If public restrooms are out of service/or not open for use, the listed general duties will be performed.				
*General Duties - see below	St Lawrence Av	6	R416	1710 - 1900
Lunch	St Lawrence Av	6	R416	1900 - 1930
**General Duties- see below	St Lawrence Av	6	R416	1930 - 2110
Major Duty Cleaning - Tues/Wed- 2010-2110 General duties performed Mon/Thu/Fri/Sat/Sun				
**General Duties- see below	Parkchester	6	R417	2120 - 2300
Report Off Duty.	Parkchester	6	R417	2300 -
General Duties-Daily- Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas and platforms. Disinfect all urine areas. Empty, disinfect and clean all trash receptacles, including chrome tops, interior of trash receptacle base and remove stains on floor at base of all trash receptacles. Wipe down all digital ad panels. Remove all stains, spills, and drag marks from platform and mezzanine floors. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Deck brush and disinfect gutters, sanitary bases, stairway landings and all platform ends. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points, including all handrails. Clean and disinfect refuse rooms/refuse housings. Sweep, clean, disinfect and restock employee restroom. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Public Toilet Duties- Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers, and soap as needed). *Major Duty Cleaning- General duties performed Mon/Thu/Fri/Sat/Sun Tues: Spot clean the wind screens on the N/B and S/B platform.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#	He	ours		RC#
NC0144 Station North	15	500 - 2300		2756
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Hunts Point Av	6	R412	1500 - 1700
*General Duties- see below				
**Major Duties- (1800-1900) see below Tues/Wed General duties performed Mon/Thu/Fri/Sat/Sun				
*General Duties- see below	Whitlock Av	6	R413	1710 - 1900
**Major Duties- (1800-1900) see below Tues/Wed General duties performed Mon/Thu/Fri/Sat/Sun				
Lunch	Whitlock Av	6	R413	1900 - 1930
*General Duties- see below	Whitlock Av	6	R413	1930 - 2130
**ELE Duties- (2030-2130) see below Tues/Wed General duties performed Mon/Thu/Fri/Sat/Sun				
*General Duties- see below	Hunts Point Av	6	R412	2140 - 2300
Report Off Duty.	Hunts Point Av	6	R412	2300 -
General Duties-Daily- Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas and platforms. Disinfect all urine areas. Empty, disinfect and clean all trash receptacles, including chrome tops, interior of trash receptacle base and remove stains on floor at base of all trash receptacles. Wipe down all digital ad panels. Remove all stains, spills, and drag marks from platform and mezzanine floors. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Deck brush and disinfect gutters, sanitary bases, stairway landings and all platform end. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points, including all handrails. Clean and disinfect refuse rooms/refuse housings. Sweep, clean, disinfect and restock employee restroom. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
 *ELE duties: Sweep out, clean & disinfect elevators #195, 196, 197. Wipe down the exterior & interior of each cab. Public/Employee restroom duties: Sweep, clean and disinfect the public restrooms. Scrub the toilet, wipe down the sink, spot clean tiled walls, and mirror and restock as necessary. Major Duty Cleaning-General Duties performed Mon/Thu/Fri/Sat/Sun Tues: R413 Whitlock Avenue: Spot clean the wind screens on the N/B platform. Tues: R413 Whitlock Avenue: Spot clean the wind screens on the S/B platform. 				
Weds: R412 Restroom duties				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#	F	lours		RC#
NC0144A Station North	1	500 - 2300		2756
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Longwood Av	6	R410	1500 - 1700
*General Duties - see below				
*General Duties -see below	E 149 St	6	R408	1710 - 1900
**Major Duties- (1800-1900) see below Thu/Sat General duties performed Mon/Tue/Wed/Fri/Sun				
Lunch	E 149 St	6	R408	1900 - 1930
*General Duties- see below	E 149 St	6	R408	1930 - 2110
*General Duties- see below	Longwood Av	6	R410	2120 - 2300
**Major Duties- (2200-2300) see below Thu/Sat General duties performed Mon/Tue/Wed/Fri/Sun				
Report Off Duty.	Longwood Av	6	R410	2300 -
General Duties-Daily- Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas and platforms. Disinfect all urine areas. Empty, disinfect and clean all trash receptacles, including chrome tops, interior of trash receptacle base and remove stains on floor at base of all trash receptacles. Wipe down all digital ad panels. Remove all stains, spills, and drag marks from platform and mezzanine floors. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Deck brush and disinfect gutters, sanitary bases, stairway landings and all platform ends. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points, including all handrails. Clean and disinfect refuse rooms/refuse housings. Sweep, clean, disinfect and restock employee restroom. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Cleaning- General cleaning to take place on Mon/Tue/Wed/Fri/Sun Thu: Deck brush and disinfect gutters, sanitary bases, stairway landings and all platform ends. Remove all stains, spills, and drag marks from platform. Disinfect and deodorize all known urine spots.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#	Но	urs		RC#
NC0145 Station North	150	0 - 2300		2756
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	E 143 St St Mary's St	6	R406	1500 - 1700
*General Duties - see below				
**Major Duties- (1600-1700) see below Thu/Sat General duties performed Mon/Tue/Wed/Fri/Sun				
*General Duties- see below	Cypress Av	6	R404	1710 - 1910
**Major Duties- (1800-1900) see below Thu/Sat General duties performed Mon/Tue/Wed/Fri/Sun				
Lunch	Cypress Av	6	R404	1910 - 1940
*General Duties- see below	Cypress Av	6	R404	1940 - 2150
*General Duties- see below	E 143 St St Mary's St		R406	2200 - 2300
Report Off Duty.	E 143 St St Mary's St	6	R406	2300 -
General Duties-Daily- Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanin street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas and platforms. Disinfect areas. Empty, disinfect and clean all trash receptacles, including chrome tops, interior of trash receptacle base and stains on floor at base of all trash receptacles. Wipe down all digital ad panels. Remove all stains, spills, and dr from platform and mezzanine floors. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in con- including OMNY validators. Deck brush and disinfect gutters, sanitary bases, stairway landings and all platform all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points, including al Clean and disinfect refuse rooms/refuse housings. Sweep, clean, disinfect and restock employee restroom. Deod entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Cleaning- General cleaning to take place on Mon/Tue/Wed/Fri Thu: Deck brush and disinfect gutters, sanitary bases, stairway landings and all platform ends. Remove all stain	ne, and all urine nd remove ag marks ntrol areas a ends. Clean l handrails. lorize the			
drag marks from platform. Disinfect and deodorize all known urine spots. Sat: Clean and disinfect refuse rooms/refuse housings				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0145A Station North		1500 - 2300		2756
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	3 Av 138 St	6	R401	1500 - 1700
*General Duties- see below				
*General Duties- see below	Brook Av	6	R402	1710 - 1845
Lunch	Brook Av	6	R402	1845 - 1915
RTO Facilities/Tower	3 Av 138 St	6	R401	1925 - 2015
Clean, sweep, mop and disinfect.				
*Major Duties- see below	3 Av 138 St	6	R401	2015 - 2200
*General Duties- see below	3 Av 138 St	6	R401	2200 - 2300
Report Off Duty.	3 Av 138 St	6	R401	2300 -
 *General Duties - Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platforms, mezzanines, including street stairways). Clean/Serap 3ft around all street stairways including [list areas outside station confines]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas, including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all widows and station signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employce restrooms. Remove stains drag marks, spills, scuff-marks from platform & mezzanine floor, including stairway landings. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Major Duties- Daily: Booths: Clean & mop booth floor, dust off all ledges. Clean booth glass interior/exterior with water. Serubber Rooms- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect 1. Platform/Stairway/Mezzaine: remove stains, footprints, scruff-marks, stickers and graffiti from walls. Bucket wash end platforms. RTO Facilities/Tower: Clean & mop all rooms, including restrooms/locker rooms. "Deodorize entire station at the beginning and end of each tour" Spot clean ADA Tactile as needed Deck brush				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0146 Station North		1500 - 2300		2756
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	116 St	6	R256	1500 - 1630
**General Duties- see below				
**General Duties- see below	116 St	6	R256	1630 - 1730
**General Duties- see below	110 St	6	R254	1740 - 1840
**General Duties- see below	110 St	6	R254	1840 - 1940
Lunch	110 St	6	R254	1940 - 2010
**General Duties- see below	116 St	6	R256	2020 - 2120
**General Duties- see below	116 St	6	R256	2120 - 2220
*Major Duties- see below	116 St	6	R256	2220 - 2300
Report off duty.	116 St	6	R256	2300 -
Dust mop and remove gum from floors. Sweep and scrap platforms and mezzanine. Sweep and scrap stairways including street stairways. (remove dust balls, sands/dirt from threads, copings & landings). Mop entire platform and mezzanine floors. Mop all stairway landings leading to upper-mezzanine and street level. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Remove scuff marks/stains/footprints from tile walls. Perform all listed General duties and additional tasks. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Major Duties - Daily: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Platforms/Mezzanines: Remove stains, footprints, dust, scruff-marks from tile walls. Clean and polish exterior elevator cab/panels. Clean & polish stairway K-Rails/In-between spindles. Remove gum from floors, stairway threads/landings. Remove stickers and all unauthorized postings. Remove stains, spills, drag marks and unsanitary conditions from floors. Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Booth: Clean & mop floor, Dust off ledges, clean interior/exterior booth glass with water Employee Facility Rooms/Restrooms : Clean, mop, disinfect, remove dust from surfaces. Note: Task subject to change and/or chance Spot clean ADA Tactie as needed Deck brush & disinfect all gutters/sanitary bases/platform ends as needed thro				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0147 Station North		1500 - 2300		2756
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	77 St	6	R248	1500 - 1630
**General Duties- see below				
**General Duties- see below	77 St	6	R248	1630 - 1730
**General Duties- see below	96 St	6	R251	1740 - 1840
**General Duties- see below	96 St	6	R251	1840 - 1940
Lunch	96 St	6	R251	1940 - 2010
**General Duties- see below	77 St	6	R248	2020 - 2120
**General Duties- see below	77 St	6	R248	2120 - 2220
*Major Duties- see below	77 St	6	R248	2220 - 2300
Report off duty.	77 St	6	R248	2300 -
street stairways. (remove dust balls, sands/dirt from threads, copings & landings). Mop entire platform and mezzanine floors. Mop all stairway landings leading to upper-mezzanine and street level. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Remove scruff marks/stains/footprints from tile walls. Perform all listed General duties and additional tasks.				
Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty .				
 Major Duties- Daily: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Platforms/Mezzanines: Remove stains, footprints, dust, scruff-marks from tile walls. Clean and polish exterior elevator cab/panels. Clean & polish stairway K-Rails/In-between spindles. Remove gum from floors, stairway threads/landings. Remove stickers and all unauthorized postings. Remove stains, spills, drag marks and unsanitary conditions from floors. Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Booth: Clean & mop floor, Dust off ledges, clean interior/exterior booth glass with water Employee Facility Rooms/Restrooms : Clean, mop, disinfect, remove dust from surfaces. 	0			
Note: Task subject to change and/or chance Spot clean ADA Tactile as needed Deck brush & disinfect all gutters/sanitary bases/platform ends as needed throughout the station Wipe down all digital panels, HPI Units, CAI, HEETS and Remove Dust.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0148 Station North		1500 - 2300		2756
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report on duty in full uniform.	68 St Hunter College	6	R246	1500 - 1630
**General Duties- see below				1.000
**General Duties- see below	68 St Hunter College	6	R246	1630 - 1730
**General Duties- see below	103 St	6	R252	1740 - 1840
**General Duties- see below	103 St	6	R252	1840 - 1940
Lunch	103 St	6	R252	1940 - 2010
**General Duties- see below	68 St Hunter College	6	R246	2020 - 2120
**General Duties- see below	68 St Hunter College	6	R246	2120 - 2220
*Major Duties- see below	68 St Hunter College	6	R246	2220 - 2300
Report off duty.	68 St Hunter College	6	R246	2300 -
Dust mop and remove gum from floors. Sweep and scrap platforms and mezzanine. Sweep and scrap stairways including street stairways. (remove dust balls, sands/dirt from threads, copings & landings). Mop entire platform and mezzanine floors. Mop all stairway landings leading to upper-mezzanine and street level. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Remove scruff marks/stains/footprints from tile walls. Mop and clean elevators. Perform all listed General duties and additional tasks. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Major Duties - Daily: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Platforms/Mezzanines: Remove stains, footprints, dust, scruff-marks from tile walls. Clean and polish exterior elevator cab/panels. Clean & polish stairway K-Rails/In-between spindles. Remove gum from floors, stairway threads/landings. Remove stickers and all unauthorized postings. Remove stains, spills, drag marks and unsanitary conditions from floors. Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Elevator Cabs: Clean and polish interior & exterior surfaces/panels - Street Level, Platform and Mezzanine Booth: Clean & mop floor, Dust off ledges, clean interior/exterior booth glass with water Employee Facility Rooms/Restrooms : Clean, mop, disinfect, remove dust from surfaces. Note: Task subject t				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0149 Station North		1500 - 2300		2762
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	33 St	6	R231	1500 - 1730
*Perform General Duties-see below				
Lunch	28 St	6	R229	1745 - 1815
*Perform General Duties *see below	28 St	6	R229	1815 - 2115
**Major Duty* see below	28 St	6	R229	2115 - 2145
*Perform General Duties *see below	33 St	6	R231	2200 - 2300
Report Off Duty.	33 St	6	R231	2300 -
around all street stairways including [list areas outside station confines]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.).Empty, disinfect and clean chrome tops on all trasl receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanin floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Deck brush stains on concrete floors. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." *Major Duty Cleaning- Sun: Booth- Clean booth [booth R229] interior and exterior. Sweep and mop floor, wash walls, dust top of ledges includin Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Mon: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remo loose debris from refuse inserts and disinfect. Tue: Cleaning Q-Panels (weekly)- Remove stains and scuff marks from "Q-Panels" on platforms. Wed: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thu: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Emp trash can, sweep, mop and disinfect floors. Wipe down top of FX. Fri: Scrubber Room- Deck wash walls and floor. Clean and organize t	h ne n n ng ove			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick Pick Effective Date: 7/16/2023 Hours Job# RC# NC0149A 1500 - 2300 **Station North** 2762 **INSTRUCTIONS STATION** LINE BOOTH HOURS Sunday-Saturday R227 23 St 1500 - 1700 Report On Duty In Full Uniform. 6 *Performed General Duties and Elevator Duties* - See Below *NB & SB (6) Mezzanine and Platform - Perform General Duties - See Below 1700 - 1730 *Perform Major Duties- Elevator Duties - See Below 23 St 6 R227 Astor Pl 6 R219 1745 - 1900 *NB & SB (6) Mezzanine and Platform - Perform General Duties - See Below R219 1900 - 1930 Astor Pl 6 Lunch 23 St R227 1930 - 2030 6 *Perform Major Duties- See Below 23 St R227 2045 - 2200 6 *NB & SB (6) Mezzanine and Platform - Perform General Duties - See Below R227 23 St 2200 - 2300 *Perform Major Duties- Room Cleaning- See Below 6 R227 2300 -Report Off Duty. 23 St 6 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including [list areas outside station confines]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." *Major Duty Cleaning-*Elevator Duties-EL 292, EL 293 Clean and polish elevators. Remove gum. Sweep, mop, and disinfect elevator floors. Wipe down interior and exterior panels/ ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom. Sun-Sat : Daily Refuse Room & Housing Canisters- Disinfect housing canisters and floor base. Remove all debris from back of housing canisters and disinfect. Remove loose debris from refuse inserts and disinfect. Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Sun/Tue/Thurs/Sat: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Scrubber Room- Deck wash walls and floor. Clean/disinfect and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Wipe down Fire Extinguishers. Restock supplies. **Elevator Duties -Clean and polish EL 292, EL 293. Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels(street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#	Но	ours		RC#
NC0150 Station North	station North 1500 - 2			2762
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform. *Performed General Duties - See Below	Brooklyn Bridge City Hall	456	R210	1500 -
Chambers St. J/Z *Perform Major Duties - Elevator duties	Brooklyn Bridge City Hall	JΖ	R210	1500 - 1600
Chambers St. J/Z *Perform General Duties - See below - NB & SB Platforms	Brooklyn Bridge City Hall	JΖ	R210	1600 - 1745
*Perform General Duties - See Below - NB & SB Platforms including Mezzanine(s)	Spring St	6	R215	1800 - 1930
Lunch	Spring St	6	R215	1930 - 2000
Chambers St. J/Z *Perform General Duties - See below - NB & SB Platforms including Mezzanine(s)	Brooklyn Bridge City Hall	JZ	R210	2015 - 2200
Chambers St. J/Z *Perform Major Duties -Room Cleaning- See Below	Brooklyn Bridge City Hall	JΖ	R210	2200 - 2300
Report Off Duty.	Brooklyn Bridge City Hall	456	R210	2300 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including [list areas outside station confines]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." *Major Duty Cleaning- *Elevator Duties- EL742, EL 743 Clean and polish elevators. Remove gum. Sweep, mop, and disinfect elevator floors. Wipe down interior and exterior panels/ ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom. Mon/Wed/Fri : Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loos debris from refuse inserts and disinfect. Sun/Tue/Thurs/Sat: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Scrubber Room- Deck wash walls and floor. Clean/disinfect and organize the room. Discard all debris and empty che	e			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick

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Pick Effective Date: 7/16/2023
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Date: 6/2/2023

Job#	Н	ours		RC#
NC0150A Station North	23	00 - 0700		2762
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	Brooklyn Bridge City Hall	456	R210	2300 - 0030
General Duties - See below				
*NB (4) platform Including NB side MCU Passageway - Perform	Due alalam Dui dae	456	R210	0030 - 0130
*Perform General duties - See below -Mezzanine Control Area (Paid & Unpaid) and Passageway leading toward J/Z passageway by 4,5,6 side including overpass	Brooklyn Bridge City Hall			
Lunch	Brooklyn Bridge City Hall	456	R210	0130 - 0200
*SB (4) platform Including SB Side MCU Passageway- Clean, Sweep, Mop	Brooklyn Bridge City Hall	456	R210	0200 - 0400
Performed General Duties- See below	Brooklyn Bridge City Hall	456	R210	0400 - 0530
*Performed Major Duties - Room Cleaning- see below	Brooklyn Bridge City Hall	456	R210	0530 - 0700
Report Off Duty.	Brooklyn Bridge City Hall	456	R210	0700 -
"**General Duties - Nightly:	5			
Dust mop and remove gum from floors. Sweep and scrap platforms and mezzanine. Sweep and scrap stairways (NB				
Platform stairways leading to Upper / Lower platform). Mop entire platform and mezzanine floors. Mop all stairway				
landings leading to upper-mezzanine an street level. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot				
clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas.				
Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches.				
Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse				
housings. Clean and polish interior/exterior elevator cabs & surfaces/panels. Remove scruff marks/stains/footprints from tile				
walls. Perform all listed General duties and additional tasks. "Deodorize the entire station upon arriving and departing				
each station you are assigned to clean during your tour of duty."				
Major				
Duties - Nightly: Sun-Sat:				
-Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles.				
Wipe down Fire Extinguishers and Eyewash Units. Restock supplies.				
-Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect.				
Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers.				
-Office- Clean desks, table tops, Quench unit, refrigerator and microwave. Sweep and mop floors, disinfect. Clean employee toilet inside of office.				
Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX.	L			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0151 Station North		1500 - 2300		2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Canal St	6	A046	1500 - 1800
*General Duties-see below				
*Elevator Duties-see below (1700-1730)				
*Major Duties-see below (1730-1800)				
PERFORM DUTIES AT CANAL ST "J"	Canal St	6	A046	1800 - 1900
*General Duties-see below				
Lunch	Canal St	6	A046	1900 - 1930
**Elevator Duties- see below	Canal St	6	A046	1930 - 2030
PERFORM DUTIES AT CANAL ST "J"	Canal St	6	A046	2040 - 2200
*General Duties-see below				
*General Duties-see below	Canal St	6	A046	2200 - 2300
Report Off Duty.	Canal St	6	A046	2300 -
*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap around all street stairways and street level elevators. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect, clea Polish all trash receptacles. Remove all stains, spills and drag marks on floor areas & Spot mop. Empty booth trash exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary b Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and be Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. D the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.	an & h, clean pases. enches.			
*Elevator Duties-				
Clean & Polish EL324 and EL325. Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior an panels/ledges on all levels (street, mezzanine and platforms). Clean interior and exterior glass on all elevators in th Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the edge with a dry rag from top to bottom.	e station.			
*Major Duty Cleaning-				
Daily: Employee Bathroom & EFR - Clean & disinfect. Sweep and mop; clean toilet, vanity, and sink. Empty trasl Clean walls, as needed. Fri: Refuse Room - Clean & disinfect. Sweep, deck brush, mop, and remove all stains & drag marks. Breakdown a boxes. Wipe down fire extinguisher. Clean/wipe down walls, as needed.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0151A Station North		2300 - 0700		2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
"Report on Duty in Full Uniform	Canal St	6	A046	2300 - 0300
*General Duties-see below Northbound Platform, Paid/Unpaid Mezzanines				
*Elevator Duties-see below (EL-324 & EL-325)"				
Lunch	Canal St	6	A046	0300 - 0330
"**General Duties- see below Southbound Platform, Paid/Unpaid Mezzanines	Canal St	6	A046	0330 - 0500
*Elevator Duties-see below (EL-324 & EL-325)"				
"PERFORM DUTIES AT CANAL ST ""J"" LINE	Canal St	6	A046	0500 - 0650
*General Duties- see below A046 Mezzanine, Stairways & Walkway Leading to N/Q Platforms				
Report Off Duty.	Canal St	6	A046	0700 -
"*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including 2 Broadway entrance and in front of Citibank. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty."				
Elevator Duties Clean and polish. Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels (street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick Pick Effective Date: 7/16/2023 Hours Job# RC# NC0151B 1500 - 2300 **Station North** 2765 **INSTRUCTIONS STATION** LINE BOOTH HOURS Sunday-Saturday Report on Duty in Full Uniform. Canal St A046 1500 - 1800 6 *General Duties-see below *Elevator Duties-see below (1700-1730) *Major Duties-see below (1730-1800)" R115 1810 - 2000 *General Duties-see below Park Place 23 Park Place 23 R115 2000 - 2030 Lunch 2040 - 2110 Canal St A046 6 *Elevator Duties- see below A046 2110 - 2300 Canal St 6 *General Duties-see below 2300 -A046 Report Off Duty. Canal St 6 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways and street level elevators. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect, clean & Polish all trash receptacles. Remove all stains, spills and drag marks on floor areas & Spot mop. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Cleaning-Daily: Employee Bathroom & EFR - Clean & disinfect. Sweep and mop; clean toilet, vanity, and sink. Empty trash bins. Clean walls, as needed. Fri: Refuse Room - Clean & disinfect. Sweep, deck brush, mop, and remove all stains & drag marks. Breakdown all empty boxes. Wipe down fire extinguisher. Clean/wipe down walls, as needed. **Elevator** Duties Clean and polish. (EL324, EL325) Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels (street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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Pick Effective Date: 7/16/2023
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Date: 6/2/2023

Job#		Hours		RC#
NC0152 Station North		0700 - 1500		2763
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report on Duty in Full Uniform. *Perform General Duties and Elevator Duties*-see below	59 St	456	R244	0700 - 0830
*Perform General Duties *Southbound Platform Lower Level and Underpass/Passageway				
*Perform General Duties * Southbound Lower Level Mezzanine & Stairways	59 St	456	R244	0830 - 0930
Lunch	59 St	4 5 6	R244	0930 - 1000
*Perform General Duties *Southbound Platform Upper Level and Underpass/Passageway	59 St	4 5 6	R244	1000 - 1200
Major Duty See below	59 St	4 5 6	R244	1200 - 1300
*Perform General Duties * Entire Station	59 St	456	R244	1300 - 1500
Report off duty.	59 St	4 5 6	R244	1500 -
*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including [list areas outside station confines]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.).Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Deck brush stains on concrete floors. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty."				
 *Major Duty Cleaning- Sun: Booth- Clean booth [booth R244] interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Mon: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Tue: Cleaning Q-Panels (weekly)- Remove stains and scuff marks from "Q-Panels" on platforms. Wed: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thu: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX. Fri: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Sat: Office- Clean desks, table tops, Quench unit, refrigerator and microwave. Sweep and mop floors, disinfect. Clean employee toilet inside of office. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick			Effective Date	
Job#		ours		RC#
NC0153 Station North	2	300 - 0700		2751
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	Inwood 207 St	А	N002A	2300 -
General Duties – see below	Inwood 207 St	А	N002A	2300 - 0100
Major Duty "Floors" – see below	Inwood 207 St	А	N002A	0100 - 0200
Major Duty "Cleaning"	Inwood 207 St	А	N002A	0200 - 0300
Lunch	190 St	А	N006A	0300 - 0330
General Duties – see below	Dyckman St	А	N003	0340 - 0500
Major Duty "Floors" – see below	Dyckman St	А	N003	0500 - 0600
Major Duty "Cleaning" – see below	Dyckman St	А	N003	0600 - 0700
Report Off Duty.	Dyckman St	А	N003	0700 -
around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, platform, and outside areas (3 ft.) Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop a gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stair Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinf areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refus housings. Clean EFR and employee restrooms. Clean Elevator 148,149. Clean and Sanitize Public bathroom Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tou *Major Duty Floors-Daily Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzani all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tact required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse nooms/refuse housings. *Major Duty Cleaning – Elevators 207 St. Inwood Sat/Sun Clean & Polish Elevator 148 & 149 Wed: Clean & Polish Elevator 148 & 149 Fri: Clean & disinfect Public Bathroom *Major Duty Cleaning – Daily 207 St. Inwood	areas stairways, nd remove vay landings. ect all urine ledges and e rooms/refuse ur of duty. ne floors. Mop			
*Major Duty Cleaning – Daily 207 St. Inwood Mon: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extingui Fue: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty bottles. Wipe down Fire Extinguishers. Restock supplies. Thu: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty bottles. Wipe down Fire Extinguishers. Restock supplies.	chemical			
 *Major Duty Cleaning – Daily Dyckman St. Inwood Sun: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty bloose debris from refuse inserts and disinfect. Mon: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguis Tue: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty blottles. Wipe down Fire Extinguishers. Restock supplies. Wed: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty bloose debris from refuse inserts and disinfect. Thu: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty blottles. Wipe down Fire Extinguishers. Restock supplies. Wed: Refuse Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty blottles. Wipe down Fire Extinguishers. Restock supplies. Fri: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty blottles. Wipe down Fire Extinguishers. Restock supplies. Fri: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty blottles. Wipe down Fire Extinguishers. Restock supplies. Fri: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty blottles. Strubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty blottles. Sat: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty blottles. 	shers. chemical poxes. Remove chemical xes. Remove			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0154 Station North		2300 - 0700		2751
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform General Duties – see below	190 St	А	N006A	2300 - 0100
Major Duty "Floors" – see below	190 St	А	N006A	0100 - 0200
Major Duty "Cleaning"	190 St	А	N006A	0200 - 0300
Lunch	190 St	А	N006A	0300 - 0330
General Duties – see below	175 St	А	N010	0340 - 0500
Major Duty "Floors" – see below	175 St	А	N010	0500 - 0600
Major Duty "Cleaning" – see below	175 St	A	N010	0600 - 0650
Report off duty.	190 St	A	N006A	0700 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Clean All EL.(115,116,120,123,124) "Major Duty Floors-Daily Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform ends. Spot clean ADA tactile as required floors. Mop all stairway landings. Clean and employee restrooms. Clean All EL.(115,116,120,123,124) "Major Duty Floors-Daily Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean during your tour of duty." (*Major Duty Floors-Daily Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse room				
**Elevator Duties-Major Duty Cleaning- 190 St and 175 St Sun/Sat- Clean and Polish all Elevators (115,116,120,123,124) Tue/Wed-Clean and Polish all Elevators (115,116,120,123,124)				
Clean and polish (elevator 115,116,120,123 and 124). Remove gum, sweep, mop, and disinfect elevator floors, wipe down interior and exterior panels/edges on all levels, (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators in the station. Remove debris from elevator door sills. Clean and wipe down the safety edge with dry rag from top to bottom.				
*Major Duty Cleaning – Daily 190 & 175 Street. Mon: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thu: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Fri: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0154A Station North		2300 - 0700		2751
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform General Duties – see below	181 St	А	N007A	2300 - 0100
General Duties – see below	181 St	А	N007A	2330 - 0500
Major Duty "Floors" – see below	181 St	А	N007A	0100 - 0200
Major Duty "Cleaning" – see below	181 St	А	N007A	0200 - 0300
Lunch	181 St	А	N007A	0300 - 0330
Major Duty "Floors"- see below	181 St	А	N007A	0500 - 0600
Major Duty "Cleaning" – see below	181 St	А	N007A	0600 - 0700
Report Off Duty.	181 St	A	N007A	0700 -
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Clean All EL.(117,118,119) "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." *Major Duty Floors-Daily Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean and mop Elevators 117,118,119. "Clean and polish fact Elevators (117,118,119) Tue/ Wed -Clean and Polish ALL Elevators (117,118,119) Tue/ Wed -Clean and Polish ALL Elevators (117,118,119) Clean and polish duct Elevators (117,118,119) Clean and polish duct Elevators (,			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0155 Station North		2300 - 0700		2751
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform General Duties – see below	168 St	A C	N013	2300 - 0200
Major Duty "Floors" - see below	168 St	A C	N013	0200 - 0300
Lunch	168 St	A C	N013	0300 - 0330
Major Duty "Cleaning"	168 St	A C	N013	0330 - 0430
Re-Scrap Entire Station. Empty and disinfect all Trash Receptacles. Disinfect all urine areas. Remove all stains, spills and drag marks on floor areas.	168 St	A C	N013	0430 - 0700
Report Off Duty.	168 St	A C	N013	0700 -
 *General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Empty and disinfect all Trash Receptacles. Clean and polish AFC equipment (MVMs, Turnstiles, HEETS/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeo droppings from all railings, stairways, platform and outside areas (3 ft.) Empty, disinfect and clean chrome tops on all traceceptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzani floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points Clean EFR and employee restrooms. Clean Public Bathrooms if open. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. N all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and Disinfect refuse rooms/refuse housings. *Major Duty Cleaning – 168 Street Clean RTO Facilities Sweep, Mop, Disinfect, Dust and Empty Trash receptacles. Clean and Disinfect Employee Toilet and Lunch Room at Dispatcher's office and Crew Room. Major Clean and Disinfect RTO Men's Toilet Wed: Clean, sweep, disinfect and Hose Wash Emer	sh ne			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date: Hours			7/16/2023
Job#				RC#
NC0156 Station North	2300 - 0700			2754
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	155 St	С	N017	2300 - 0100
*General Duties-see below				
**Major duties Floors Nightly	155 St	C	N017	0100 - 0200
Lunch	155 St	С	N017	0200 - 0230
***Major Duty Cleaning	155 St	С	N017	0230 - 0300
*General Duties-see below .	163 St-Amsterdam Av	C	N016A	0310 - 0500
**Major duties Floors Nightly	163 St-Amsterdam Av	С	N016A	0500 - 0600
***Major Duty Cleaning	163 St-Amsterdam Av	С	N016A	0600 - 0645
Report off duty	155 St	С	N017	0700 -
 *General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft).Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect guters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse housings. *Major Duty Cleaning-155 St & 163rd St : Mon: Pick up Dry/Chemical Supplies from 125 ABCD Tue: Clean Trash Receptacles housing Wed: Employee Toilets Housing Wei Employee Toilets Clean Employee toilet Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders.				

Date: 6/2/2023

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date:			7/16/2023
Job#		Hours		RC#
NC0156A Station North		2300 - 0700		2754
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform General Duties-see below	116 St	B C	N030	2300 - 0100
Major duties Floors Nightly	116 St	BC	N030	0100 - 0200
Lunch	116 St	B C	N030	0200 - 0230
Major Duty Cleaning	116 St	B C	N030	0230 - 0300
General Duties-see below	135 St	B C	N024	0310 - 0500
Major Duties Floors Nightly	135 St	B C	N024	0500 - 0600
Major Duty Cleaning-see below	135 St	B C	N024	0600 - 0645
Report off duty	116 St	B C	N030	0700 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mor all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings.	p			
 Major Duty Cleaning- 116 St & 135 St. :SAT MON: Pick up Dry/Chemical Supplies from 125 ABCD TUE: Clean Trash Receptacles and 135 St Refuse Housing & refuse room for 116 St-Wipe down exterior panel. Remove loose debris from housing floor. Bucket wash and disinfect housing WED/ SAT : Employee Facility Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator, microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguishers.(FRI: Employee Toilets- Clean Employee toilet Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bow brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. THU/ SUN: Scrubber Room/ CTA room - Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. 	1			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick Effective Date:		
Job#		Hours		RC#
NC0157 Station North		2300 - 0700		2754
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform. PERFORM DUTIES ON THE A/C LINE.	145 St	A B C D	N020	2300 -
*General Duties - See below.	145 St	A C	N020	2300 - 0200
Lunch	145 St	A C	N020	0200 - 0230
*General Duties-Floors Nightly	145 St	A C	N020	0230 - 0400
*Major Duties	145 St	A C	N020	0400 - 0430
*General Duties	145 St	A C	N020	0430 - 0700
Report Off Duty.	145 St	A B C D	N020	0700 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap mezzanine by booth, control areas, platforms, and passageways. Wipe down & disinfect stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop an remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfec all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refus rooms/refuse housings. Clean EFR and employee restrooms by booth. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. N all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. *Major Duty Cleaning- Mon: Pick up Dry/Chemical Supplies from 125 ABCD & throw out all empty boxes and bottles. Declutter and organize room. Tue: Clean Trash Receptacles and Refuse Rooms -Wipe down exterior panel. Remove loose debris from refuse room floo Bucket wash and disinfect room. Wed Sat: Employee Facility Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigeratu microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire	d t e fop fop r. or, rs. h. s			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick E	ffective Date	7/16/2023
Job#		Hours		RC#
NC0157A Station North		2300 - 0700		2754
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	145 St	ABCD	N020	2300 -
PERFORM DUTIES ON THE B/D LINE.				
*General Duties - See below.	145 St	B D	N020	2300 - 0200
Lunch	145 St	B D	N020	0200 - 0230
Escalator Duties - see below	145 St	B D	N020	0230 - 0400
*Major Duty Floors- see below	145 St	B D	N020	0400 - 0500
*Major Duty- see below	145 St	B D	N020	0500 - 0530
*General Duties- see below	145 St	B D	N020	0530 - 0700
Report Off Duty.	145 St	A B C D	N020	0700 -
 *General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap mezzanine by unmanned area 147 St Mezza nine v, platforms, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stain, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacles base and remove gatisc all lodges and benches. Remove graffitt, stickers, and sticker/glue residue. Sanitze all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms by booth .Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mo all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse room tidy and clutter free True: Clean Trash Receptacles and Refuse Rooms -Wipe down exterior panel. Remove loose debris from refuse room floor. Bucket wash and disinfect, break down boxes, and remove unauthorized items. Wed' Sat: Employee Facility Room-147 St Mezzanine Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator, microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down fire extingu	n			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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23 STAC Summer Pick Pick Effective Date:				7/16/2023
Job#	H	RC#		
NC0158 Station North	23	300 - 0700		2754
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Cathedral Pkwy 110 St	B C	N035	2300 -
*General Duties-see below.	Cathedral Pkwy 110 St	B C	N035	2300 - 0100
**Major duties Floors Nightly	Cathedral Pkwy 110 St	B C	N035	0100 - 0200
Lunch	Cathedral Pkwy 110 St	B C	N035	0200 - 0230
***Major Duty Cleaning	Cathedral Pkwy 110 St	B C	N035	0230 - 0300
*General Duties-see below	103 St	B C	N037	0315 - 0515
**Major duties Floors Nightly	103 St	B C	N037	0515 - 0615
***Major Duty Cleaning	103 St	B C	N037	0615 - 0645
Report Off Duty.	Cathedral Pkwy 110 St	B C	N035	0700 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employce restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. ***Major Duty Cleaning- Mon: Supply Room: Pick up Dry/Chemical Supplies from 125 ABCD (for both 110 & 103). Declutter and organize room including discard empty boxes and bottles and wipe down fire extinguisher. Tue: Clean Trash Receptacles and 103rd St Refuse Housing & refuse room for 110 St-Wipe down exterior panel. Remove loose debris from housing floor. Bucket wash and disinfect housing Wed/ Sat: Employee Facility Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator, mic				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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023 STAC Summer Pick			Pick Effective Date:		
Job#		Hours		RC#	
NC0159 Station North		2300 - 0700		2761	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
REPORT ON DUTY IN FULL UNIFORM.	86 St	B C	N043	2300 - 0200	
*Concert Detice and helper					
*General Duties- see below *Major Duty "Floors"- see below	86 St	B C	N043	0200 - 0300	
Lunch	86 St	BC	N043	0300 - 0330	
Major Duty Cleaning- see schedule below.	96 St	BC	N040	0340 - 0430	
*General Duties- see below	96 St	BC	N040	0430 - 0650	
*Major Duty "Floors"- see below Report off duty.	86 St	B C	N043	0700 -	
Report off duty.	80 51	БС	11043	0700 -	
 Sun: Employee Bathrooms - Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Mon: Chemical and Dry Supply Room - Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Tidy and organize supply rooms. Tue: Employee Facility Room - Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator, microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguishers. Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wed: Refuse Room – Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Deck wash walls and floor. Clean and organize the room. Discard all debris and empty boxes. Thu: Clean and polish MVMs, MEMs, HEETs, Turnstiles and chromes railing. Clean and polish all trash receptacles. Fri: Scrubber Room - Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Sat: Booth N043 and N040 - Clean both interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Sign Booth Major Duty Form. 					
*General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.					
Remove dust balls and gum from floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms.					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick			Effective Date	e: 7/16/2023
Job#		Hours		RC#
NC0160 Station North		2300 - 0700		2761
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	50 St	СЕ	N057	2300 - 0200
* General Duties- see below				
**Escalator Duties	50 St	C E	N057	0200 - 0230
*Major Duty "Floors"- see below	50 St	СЕ	N057	0230 - 0330
Lunch	50 St	СЕ	N057	0330 - 0400
Major Duty Cleaning- see below	50 St	СЕ	N057	0400 - 0500
*General Duties- see below	50 St	СЕ	N057	0500 - 0700
Report off duty.	50 St	СЕ	N057	0700 -
*General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEET/SHXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigen droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your four of duty. *Major Duty Floors-Nightly Remove dust balls and gum from floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms. *Major Duty Cleaning- Sun: Employee Bathrooms - Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffit and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Mon: Chemical and Dry Supply Room - Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Exting				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date:			: 7/16/2023		
Job#		Hours		RC#		
NC0161 Station North		2300 - 0700		2761		
INSTRUCTIONS	STATION	LINE	воотн	HOURS		
Sunday-Saturday						
Report On Duty In Full Uniform.	Spring St	C E	N086	2300 -		
** General Duties- see below	Spring St	СЕ	N086	2300 - 0200		
*Major Duty "Floors"- see below	Spring St	СЕ	N086	0200 - 0230		
Lunch	Spring St	CE	N086	0230 - 0300		
Major Duty Cleaning- see below	Spring St	СЕ	N086	0300 - 0330		
*General Duties- see below	Spring St	СЕ	N086	0330 - 0700		
Report off duty	Spring St	СЕ	N086	0700 -		
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Serap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Floors-Nightly Remove dust balls and gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings Major Duty Cleaning- Sun: Bathroom - Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Mon: Chemical and Dry Supply Room - Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Deck						

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0161A Station North	2300 - 0700			2761
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	23 St	C E	N076	2300 - 0200
*General Duties- see below				
*Major Duty "Floors"- see below	23 St	СЕ	N076	0200 - 0300
Lunch	23 St	СЕ	N076	0300 - 0330
Major Duty Cleaning- see below	23 St	СЕ	N076	0330 - 0430
*General Duties- see below	23 St	СЕ	N076	0430 - 0700
Report off duty.	23 St	СЕ	N076	0700 -
around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Floors-Nightly Remove dust balls and gum from floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms.				
 *Major Duty Cleaning- Sun: Employee Bathrooms - Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Mon: Chemical and Dry Supply Room - Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Tidy and organize supply rooms. Tue: Employee Facility Room - Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator, microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguishers. Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wed: Refuse Room – Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Deck wash walls and floor. Clean and organize the room. Discard all debris. Restock supplies. Thu: Clean and polish MVMs, MEMs, HEETs, Turnstiles and chromes railing. Clean and polish all trash receptacles. Fri: Scrubber Room - Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Sat: Booth N076 - Clean booth interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Sign Booth Major Duty Form. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023
Job#	н	RC#		
NC0162 Station North	0′	700 - 1500		2751
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Inwood 207 St	А	N002A	0700 -
General Duties – see below	Inwood 207 St	A	N002A	0700 - 0900
Major Duty "Floors" – see below	Inwood 207 St	A	N002A	0900 - 1000
Major Duty "Cleaning" -see below	Inwood 207 St	А	N002A	1000 - 1100
Lunch	Inwood 207 St	A	N002A	1100 - 1130
General Duties – see below	Dyckman St	A	N003	1140 - 1300
Major Duty "Floors" – see below	Dyckman St	A	N003	1300 - 1400
Major Duty "Cleaning" – see below	Dyckman St	A	N003	1400 - 1450
Report off duty.	Inwood 207 St	A	N002A	1500 -
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, and pressageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform, and outside areas (3 ft). Empty, disinfect and clean chrome tops on all train receptacles. Dust mop and remove gum from floors. Remove all stairs, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Clean Elevator 178 Decdorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Floors-Daily Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck twash walls and floor. Clean and disinfect refuse rooms/refuse housings. *Major Duty Cleaning – Levators 207 St. Inwood Mon: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. The: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. *Major Duty Cleaning – Daily 207 St. Inwood Sur, Scrubber Room- Deck wash walls and floor. Clean and organ				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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3 STAC Summer Pick Pick Effective			Effective Date:	7/16/2023 RC# 2751 HOURS 0700 - 0900 0900 - 1000 1015 - 1100 1100 - 1130 1140 - 1300 1300 - 1400 1400 - 1450 1500 -	
Job#			Hours		
NC0163 Station North	0,	700 - 1500		2751	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full In Uniform.	Inwood 207 St	А	N002A	0700 - 0900	
General Duties -RTO Facility Room					
Major Duty "Floors" – see below	Inwood 207 St	А	N002A	0900 - 1000	
Emergency Stair Way-ESW 145 &146 - N/6A/N7A					
Major Duty "Cleaning" -RTO Facility Room	Inwood 207 St	А	N002A	1015 - 1100	
Lunch	Inwood 207 St	A	N002A	1100 - 1130	
General Duties – see below	Inwood 207 St	A	N002A	1140 - 1300	
Tower A&B 207 St Yard	1.007.0		210024	1200 1400	
Major Duty "Floors" – see below Tower A&B 207 St Yard	Inwood 207 St	A	N002A	1300 - 1400	
Major Duty "Cleaning" – see below	Inwood 207 St	A	N002A	1400 - 1450	
Tower A&B 207 St Yard			1100211	1100 1100	
Report off duty.	Inwood 207 St	А	N002A	1500 -	
*General Duties-Daily Inspect Tower, Dispatchers Office, RTO Facilities @ 207 St. Station & 207 St Yard for unsanitary conditions and correct. Sweep all stairs (leading to platform, and street). Clean/Scrap, Mop all Tower areas, and passageways. Wipe down & disinfect all stairway handrails. Remove all pigeon droppings from all railings, stairways to platform and outside areas (3 ft.) aroundEmpty, disinfect and clean all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from floors. Clean all Stainless Steels. Dust Ledges, Clean Windows throughout RTO Facilities. Clean and Disinfect All Employee Bathrooms. Clean and polish tops of tables and chairs. Remove all trash to refuse housing. Maintain availability of all toiletries. "Deodorize the entire RTO Facility upon arriving and departing each Facility you are assigned to clean during your tour of duty."					
*Major Duty Floors-Daily Sweep & Disinfect Emergency Stairs @ 190 St. & 181 St.(Works with NC0 164/164A) Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from floors and stairs. Clean all porcelain fixtures. Dispose refuse food and drinks left on tables and kitchen counters, Clean and disinfect areas around all refuse containers including housing 207 St. Tower.					
 *Major Duty Cleaning- Sun: Refuse Housing 207 St. Tower A/B- Bucket Wash, and Discard all debris and empty boxes. Disinfect areas around housing Clean & Wax floors. Mon: Supply Room- Pickup and organize supply rooms. Remove empty boxes. Dust/Wipe down shelves top of Fire Extinguishers. Tue: Bathroom Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Wed: Refuse Housing- 207 St. Tower A/B- Bucket Wash, and Discard all debris and empty boxes. Disinfect areas around housing. Clean & Wax floors. Thu: Supply Room- Pickup and organize supply rooms. Remove empty boxes. Dust/Wipe down shelves top of Fire Extinguishers. Thu: Supply Room- Pickup and organize supply rooms. Remove empty boxes. Dust/Wipe down shelves top of Fire Extinguishers. Fri: : Bathroom Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Fri: : Bathroom Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Fri: : Bathroom Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Sat: Refuse Housing 240 St. Tower- Bucket Wash, and Discard all debris and empty boxes. Disinfect areas around housing Clean & Wax floors 					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0164 Station North		0700 - 1500		2751
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform General Duties – see below	190 St	А	N006A	0700 - 0900
Major Duty "Floors" – see below	190 St	А	N006A	0900 - 1000
Major Duty "Cleaning" – see below	190 St	А	N006A	1000 - 1100
Lunch	190 St	А	N006A	1100 - 1130
General Duties – see below	175 St	А	N010	1140 - 1300
Major Duty "Floors" – see below	175 St	А	N010	1300 - 1400
Major Duty "Cleaning" – see below	175 St	А	N010	1400 - 1450
Report Off Duty.	190 St	А	N006A	1500 -
*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Clean All EL.(115,116,120,123,124) "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." *Major Duty Floors-Daily Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse housings. Clean and mop Elevators 115,116,120,123,124. Clean & Disinfect ESW 145 works with NC0163 (0900-0930)				
 **Elevator Duties-Major Duty Cleaning 190 St & 175 ST Sun/ Sat- Clean and Polish All Elevators (115,116,120,123,124) Tue/Wed- Clean and Polish All Elevators (115,116,120,123,124) Clean and polish (elevator 115,116,120,123,124). Remove gum, sweep, mop, and disinfect elevator floors, wipe down interior and exterior panels/edges on all levels, (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators in the station. Remove debris from elevator door sills. Clean and wipe down the safety edge with dry rag from top to bottom. *Major Duty Cleaning – Daily 190 & 175 Street. 				
Mon: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thu: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Fri: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0164A Station North		0700 - 1500		2751
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report on duty in full uniform	181 St	А	N007A	0700 - 0900
General Duties				
Major Duty "Floors"	181 St	A	N007A	0900 - 1000
Major Duty "Cleaning"	181 St	A	N007A	1000 - 1100
Lunch	181 St	A	N007A	1100 - 1130
General Duties	181 St	A	N007A	1130 - 1300
Major Duty "Floors"	181 St	A	N007A	1300 - 1400
Major Duty "Cleaning"	181 St	A	N007A	1400 - 1500
 Report Off Duty. *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refus housings. Clean EFR and employee restrooms. Clean All EL.(117,118,119) "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." *Major Duty Floors-Daily Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mc all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse housings. Clean and mop Elevators 117,118,119. Clean and Disinfect ESW 146 works with NC0163(0940-1000) *Major Duty Cleaning – Elevators [81 Street. Sun/Sat: Clean & Polish All Elevators(117,118,119,) *Major Duty Cleaning – Daily 181 Street. Mon: Supply Room- Tidy	se	A	N007A	1500 -

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0165 Station North		0700 - 1500		2751
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	168 St	A C	N013	0700 - 1000
General Duties – see below Major Duty "Cleaning" – see below	168 St	A C	N013	1000 - 1100
Lunch	168 St	AC	N013	1100 - 1130
Major Duty "Floors" – see below	168 St	AC	N013	1130 - 1230
Major Duty Cleaning "Elevators"- see below	168 St	AC	N013	1230 - 1350
Elevators (139,140,141)				
Scrap Mezzanine and Platform Areas. Sweep all Street Mezzanine Stairways. Empty and Disinfect all Trash Receptacle Clean inside (chrome) of all receptacles	es. 168 St	A C	N013	1350 - 1500
Report off duty.	168 St	A C	N013	1500 -
around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landin Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all uri areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/r housings. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you assigned to clean during your tour of duty.	e ings. ine id refuse			
**Elevator Duties Clean and polish (elevator 139,140,141). Remove gum, sweep, mop, and disinfect elevator floors, wipe down interior an exterior panels/edges on all levels, (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators i station. Remove debris from elevator door sills. Clean and wipe down the safety edge with dry rag from top to bottom.	in the			
*Major Duty Floors - Daily Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings.	. Мор			
*Major Duty Cleaning Sun: Clean Booth N013 interior and exterior including booth windows. Sweep and mop floor, wash walls and remove from ledges. Empty booth garbage. Clean all turnstiles. Mon: Clean Managers/Supervisor office Tue: Clean and disinfect refuse room Wed: Clean and disinfect all trash receptacles	dust			
Thurs: Clean and polish all turnstiles including the bottom of turnstiles. Wipe top of MVM's and MEM's. Fri: Clean Employee Restroom. Clean and disinfect toilet bowl and sink. Sweep and mop floors. Replenish toilet paper, and hand towel. Empty trash in consolidated Facility Room Sat: Clean and disinfect refuse room	, soap			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick E	Effective Date:	7/16/2023
Job#	Но	urs		RC#
NC0166 Station North	070	0 - 1500		2754
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	155 St	С	N017	0700 - 0845
*General Duties- See below				
**Major Duties - See below	155 St	С	N017	0845 - 0915
*General Duties- See below	163 St-Amsterdam Av	С	N016A	0930 - 1115
Lunch	163 St-Amsterdam Av	C	N016A	1115 - 1145
**Major Duties - See below	163 St-Amsterdam Av	С	N016A	1145 - 1215
*General Duties- See below	163 St-Amsterdam Av	С	N016A	1215 - 1330
*General Duties- See below	155 St	С	N017	1345 - 1500
Report Off Duty.	155 St	С	N017	1500 -
*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways on both sides of Jerome Ave. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Wipe sand box. Disinfect benches. Clean and wipe map frames. Remove stain and spot clean ADA tactile. Clean and disinfect pigeons' dropping. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
 *Major Duty Cleaning- 155 Steet, 163 Street: Sat: Supply Room Pick up Dry/Chemical Supplies from 125 ABCD, make it tidy and clutter free, wipe down fire extinguishers inside the room, Sun: Wash refuse room and Clean Trash Receptacles: wipe down exterior panels of trash receptacles. Remove loose debris from refuse room/ housing. Bucket wash and disinfect refuse room/housing. Mon: Employee Facility Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator, microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguishers. Tue: Employee Toilets- Clean Employee Toilet Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Wed: Scrubber Room/ CTA room - Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Thu: Wipe, clean, disinfect wall tiles from N/B platform. Fri: Wipe, clean, disinfect wall tiles from S/B platform. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick E	affective Date:	7/16/2023
Job#		Hours		RC#
NC0166A Station North		0700 - 1500		2754
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	116 St	B C	N030	0700 - 0900
*General Duties- See Below				
**Major Duties - See below	116 St	BC	N030	0900 - 0930
*General Duties- See Below	135 St	B C	N024	0940 - 1130
Lunch	135 St	B C	N024	1130 - 1200
**Major Duties - See below	135 St	B C	N024	1200 - 1230
*General Duties- See Below	135 St	B C	N024	1230 - 1345
*General Duties- See Below	116 St	B C	N030	1400 - 1500
Report Off Duty.	116 St	B C	N030	1500 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways on both sides of Jerome Ave. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Wipe sand box. Disinfect benches. Clean and wipe map frames. Remove stain and spot clean ADA tactile. Clean and disinfect pigeons' dropping. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
 *Major Duty Cleaning- 116 Street, 135 Street: Sat: Supply Room Pick up Dry/Chemical Supplies from 125 ABCD, make it tidy and clutter free, wipe down fire extinguishers inside the room, Sun: Wash refuse room and Clean Trash Receptacles: wipe down exterior panels of trash receptacles. Remove loose debris from refuse room/ housing. Bucket wash and disinfect refuse room/housing. Mon: Employee Facility Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator, microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguishers. Tue: Employee Toilets- Clean Employee Toilet Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Wed: Scrubber Room/ CTA room - Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Thu: Wipe, clean, disinfect wall tiles from N/B platform. Fri: Wipe, clean, disinfect wall tiles from S/B platform. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#	I	Hours		RC#
NC0168 Station North		0700 - 1500		2756
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	149 St-Grand Concourse	4	R261	0700 - 0900
*General Duties- see below	Concourse			
*General Duties- see below	138 St-Grand Concourse	4 5	R259	0910 - 1010
*Major Duties- see below	138 St-Grand Concourse	4 5	R259	1010 - 1110
Lunch	138 St-Grand	4 5	R259	1110 - 1140
	Concourse 149 St-Grand	4	R261	1150 - 1350
*Major Duties- see below	Concourse	·	1201	1100 1000
**Commed Durfer, and holom	149 St-Grand	4	R261	1350 - 1500
**General Duties- see below	Concourse			
Report Off Duty.	149 St-Grand Concourse	4	R261	1500 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street, including stairways leading to LL Mezzanine). Clean/Scrap 3ft around all street stairways including [list areas outside station confines]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all widows and station signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Remove stains drag marks, spills, scuff-marks from platform & mezzanine floor, including stairway landings. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Major Duties-Nightly: Elevator Cabs: Clean and polish interior & exterior surfaces/panels - Street Level, Platform and Mezzanine. Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Remove loose debris from refuse inserts and disinfect. Platform/Stairway/Mezzanine: remove stains, footprints, scruff-marks, stickers and graffiti from walls. Spot clean ADA Tactile as needed Deck brush & disinfect all gutters/sanitary bases/platform ends as needed throughout the station Wipe down all digital panels, HPI Units, CAI, HEETS and MVM/MEM & Remove Dust. Clean all AFC equipment includ				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023
Job#	H	ours		RC#
NC0169 Station North	07	00 - 1500		2754
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	Cathedral Pkwy 110 St	B C	N035	0700 - 0900
*General Duties- See below	Cathedral Pkwy	B C	N035	0900 - 0930
**Major Duties - See below	110 St			
*General Duties- See below	103 St	B C	N037	0940 - 1130
Lunch	103 St	B C	N037	1130 - 1200
**Major Duties - See below	103 St	B C	N037	1200 - 1230
*General Duties- See below	103 St	B C	N037	1230 - 1350
*General Duties- See below	Cathedral Pkwy 110 St	B C	N035	1400 - 1500
Report Off Duty *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways on both sides of Jerome Ave. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Wipe sand box. Disinfect benches. Clean and wipe map frames. Remove stain and spot clean ADA tatetile. Clean and disinfect pigeons' dropping. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Cleaning- 110 Street; 103 Street: Sat: Supply Room Pick up Dry/Chemical Supplies from 125 ABCD, make it tidy and clutter free, wipe down fire extinguishers inside the room, Sun: Clean Housing & refuse room: Trash Receptacles and 103rd St Refuse -Wipe down exterior panel. Remove loose debris from housing floor. Bucket wash and disinfect housing Mon: Employee Taility Room- Wipe down all surfaces- including walls, lockers, doors, Quench machines, refrigerator, microwave, fans, and exhaust fans cover. Empty trash cans. Sweep, mop and disinfect theors. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Wed: Scrubber Room/ CTA room - Deck wash walls	Cathedral Pkwy 110 St	BC	N035	1500 -

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#	Но	RC#		
NC0169A Station North	070	00 - 1500		2761
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
REPORT ON DUTY IN FULL UNIFORM.	72 St	B C	N046	0700 - 1000
*General Duties- see below				
*Major Duty- see below	72 St	B C	N046	1000 - 1050
LUNCH	81 St-Museum of Natural History	B C	N044	1100 - 1130
*Major Duty- see below	81 St-Museum of Natural History	B C	N044	1130 - 1230
**General Duties- see below	81 St-Museum of Natural History	B C	N044	1230 - 1500
Report off duty.	72 St	B C	N046	1500 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
 *Major Duty Cleaning- Sun: Booth N046 and N044 - Clean booth interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Sign Booth Major Duty Form. Mon: Refuse Room - Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Refuse Housing-Wipe down exterior panel. Remove loose debris from housing floor. Bucket wash and disinfect housing. Tue: Employee Toilets - Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Wed: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thu: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX. Fri: Scrubber Room - Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0170 Station North		0700 - 1500		2761
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	86 St	B C	N043	0700 - 1000
*General Duties- see below				
*Major Duty- see below	86 St	B C	N043	1000 - 1050
Lunch	96 St	B C	N040	1100 - 1130
*Major Duty- see below	96 St	B C	N040	1130 - 1230
**General Duties- see below	96 St	B C	N040	1230 - 1450
Report off duty.	86 St	B C	N043	1500 -
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine are disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside area ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EH and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clea during your tour of duty. *Major Duty Cleaning- Sun: Booth N043 and N040 - Clean booth interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Sign Booth Major Duty Form. Mon: Refuse Room - Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from nefuse inserts and disinfect. Refuse Housing-Wipe down exterior panel. Remove loose debris from housing floor. Bucket wash and disinfect housin Tue: Employee Toilets - Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, elehand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Rei all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toi	and on as, as (3 FR n etric move			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0170A Station North		0700 - 1500		2761
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	50 St	CE	N057	0700 - 1030
General Duties				
Major Duty	50 St	СЕ	N057	1030 - 1130
Lunch	50 St	СЕ	N057	1130 - 1200
General Duties	50 St	СЕ	N057	1200 - 1450
Report off duty.	50 St	СЕ	N057	1500 -
General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas and platforms. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Major Duty Cleaning- Sun: Booth N057- Clean booth interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Mon: Northbound Refuse Room - Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Tue: Southbound Refuse Room - Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Tue: Southbound Refuse Room - Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfet floors. Wipe down top of Fire Extinguishers. Including Storage Room, key #11. Thu: Employee Facility Room - Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop a				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick Ef	ffective Date:	7/16/2023
Job#		Hours		RC#
NC0171 Station North		2300 - 0700		2754
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	125 St	ABCD	N026	2300 - 0100
*General Duties-see below				
General Duttes-see below				
***Public Restroom Duties (clean @ 2400 hrs) – see below				
Note- If public restrooms out of service, listed General Duties will be performed:				
**Major Duty Elevators- see below	125 St	ABCD	N026	0100 - 0230
Lunch	125 St	A B C D	N026	0230 - 0300
***Major Duty Cleaning	125 St	ABCD	N026	0300 - 0330
*Major Duties Floors-Nightly	125 St	ABCD	N026	0330 - 0530
*General Duties-see below	125 St	ABCD	N026	0530 - 0645
***Public Restroom Duties (open @ 0700 hours) – see below	125 St	ABCD	N026	0645 - 0700
Note- If public restrooms out of service, listed				
General Duties will be performed	105.0			0700
Report Off Duty	125 St	A B C D	N026	0700 -
*General Duties-Nightly				
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft				
around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down &				
disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas				
including OMNY validators. Wipe down all digital ad panels Empty, disinfect and clean chrome tops on all trash				
receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine				
floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA				
tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of				
trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points.				
Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
Major Duty Elevator Cleaning: Remove gum from floors, sweep, disinfect & mop floors, clean and polish interior& exterior				
of glass & chrome on all levels, wipe down ledges on all levels. Reopen the public toilet at 0700 hrs after restocking and				
cleaning the public toilet				
*Major Duty Floors-Nightly				
Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop				
all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile. Disinfect				
all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings.				
*Major Duty Cleaning				
Mon: Supply Room Declutter and organize room. Discard empty boxes and bottles, wipe down fire extinguisher				
Tue: Clean Trash Receptacles and Refuse Rooms Wipe down exterior panel. Remove loose debris from housing floor.				
Bucket wash and disinfect housing				
Wed/ Sat: Employee Facility Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator,				
microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down fire extinguisher				
Fri: Employee Toilets- Clean employee bathroom including wipe down all surfaces- walls, modesty panels, vanity mirrors,				
electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Restock supplies				
(toilet tissue, paper towels				
(, Falt				
**Elevator Duties -				
Clean and polish [ELE #142, 143 & 145]. Remove gum. Sweep, mop, disinfect elevator floors. Wipe down interior and				
exterior panels/ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators on				
station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick E	ffective Date:	7/16/2023
Job#	H	ours		RC#
NC0172 Station North	07	/00 - 1500		2761
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	59 St Columbus Circle	A B C D	N051	0700 -
*General Duties- see below	59 St Columbus Circle	A B C D	N051	0700 - 1000
*RTO Facilities Duties	59 St Columbus Circle	A B C D	N051	1000 - 1045
Lunch	59 St Columbus Circle	A B C D	N051	1045 - 1115
*Major Duty- see below	59 St Columbus Circle	ABCD	N051	1115 - 1245
*General Duties- see below	59 St Columbus Circle	ABCD	N051	1245 - 1450
Report off duty	59 St Columbus Circle	A B C D	N051	1500 -
*General Duties-Daily				
Southbound and Northbound platforms, passageway, and street. Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, N051 control area, southbound and northbound platform. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in N051 control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty N051 booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Cleaning-Sun: Booth N051- Clean booth interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon	,			
Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Sign Booth Major Duty Form. Mon: Employee Toilets N051 Control Area - Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Tue: Refuse Housing/Room -Wipe down exterior panel. Remove loose debris from housing floor. Bucket wash and disinfect housing.				
 Wed: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thu: Employee Facility Room & Employee Locker Room - Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX. Fri: Scrubber Room - Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. N051 Middle Mezzanine, Southbound & Northbound platforms - *Extra 45 minutes allowed for Major Duty Sat: Station Supervisor Office- Clean desks, table tops, Quench unit, refrigerator and microwave. Sweep and mop floors, disinfect. Clean employee toilet inside of office. 				
***RTO Facilities Duties Clean all offices: Dispatcher, Superintendent, Tower. Clean all rooms: crew room, lunch room, locker room, and women/men restrooms. Wipe down all surfaces including Quench machines, tables and seats and modesty panels. Empty all trash cans, sweep, mop and disinfect floors. Replenish paper stock and soap in restrooms as needed. RTO MUST PROVIDE OWN CLEANING AND PAPER STOCK SUPPLIES.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick B	Effective Date:	7/16/2023
Job#	F	lours		RC#
NC0173 Station North	0	700 - 1500		2761
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	42 St/Port Authority Bus	A C E	N062A	0700 - 0930
*General Duties- see below	Terminal			
*Major Duty- see below	42 St/Port Authority Bus Terminal	A C E	N062A	0930 - 1030
Lunch	42 St/Port Authority Bus Terminal	A C E	N062A	1030 - 1100
**District 2 Field Office	42 St/Port Authority Bus Terminal	A C E	N062A	1100 - 1130
**General Duties- see below	42 St/Port Authority Bus Terminal	A C E	N062A	1130 - 1500
Report Off Duty.	42 St/Port Authority Bus	A C E	N062A	1500 -
 *General Duties-Daily – From 44th St to N062A, Start Point At 44th Strett Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Cleaning- Sun: Northbound Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Tue: Employee Facility Room - Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down for S. Wipe down and M11 A/B. Clean adjacent tile walls. Remove all stickers. Thu: Stairways - Bucket Wash Stairways S10 and M11 A/B. Clean adjacent tile walls. Remove all stickers. Fri: Gutters - Bucket Wash Stairways S10 and M11 A/B. Clean adjacent tile walls. Remove all stickers. Fri: Gutters - Bucket Wash Stairways S10 and M11 A/B. Clean adjacent tile walls and floor. Clean and organize the room. Discard a	Terminal			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#	Hours			
NC0174 Station North	0	700 - 1500		2761
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	42 St/Port Authority Bus	A C E	N062A	0700 - 1030
*General Duties- see below	Terminal			1020 1120
***Public Toilet Duties – see below Note- If toilets are out of service listed General Duties. Will be performed (WAA)	42 St/Port Authority Bus Terminal	A C E	N062A	1030 - 1130
Lunch	42 St/Port Authority Bus Terminal	A C E	N062A	1130 - 1200
*Major Duty- see below	42 St/Port Authority Bus Terminal	A C E	N062A	1200 - 1300
**General Duties- see below	42 St/Port Authority Bus Terminal	A C E	N062A	1300 - 1500
Report Off Duty.	42 St/Port Authority Bus	A C E	N062A	1500 -
 *General Duties-Daily – From 40th St to N062A Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Includes Pick Room when open. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Cleaning- Sun: Booth N063A & N062A - Clean booth interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Sign Booth Major Duty Form. Mon: Southbound Refuse Room - Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Tue: Stairways - Bucket Wash Stairways S2, M2A/B and M1A. Clean adjacent tile walls. Remove all stickers. Wed: Chemical & Dry Supply Rooms - Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thi: Stairways - Bucket Wash Stairways S4A/B, M4 A/B and M15 A/B. Clean adjacent tile walls. Remove all stickers. ***Public Toilet D	Terminal			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick B	Effective Date	e: 7/16/2023
Job#	ŀ	lours		RC#
NC0174A Station North	2	200 - 0600		2761
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	42 St/Port	A C E	N062A	2200 - 0200
	Authority Bus			
General Duties	Terminal 42 St/Port	A C E	N062A	0200 - 0300
Major Duty Floors	Authority Bus Terminal	ACL	NUOZA	0200 - 0500
	42 St/Port	A C E	N062A	0300 - 0330
Lunch	Authority Bus Terminal			
	42 St/Port	A C E	N062A	0330 - 0430
Major Duty Cleaning	Authority Bus			
	Terminal 42 St/Port	ACE	N062A	0430 - 0600
General Duties	Authority Bus	ACE	NOOZA	0430 - 0000
	Terminal			
Report Off Duty.	42 St/Port Authority Bus	A C E	N062A	0600 -
General Duties-Nightly	Terminal			
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft				
around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down &				
disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas				
including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and				
station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on				
floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas,				
disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3				
ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR				
and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
during your tour of duty.				
Major Duty Floors-Nightly				
Remove dust balls and gum from floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and				
platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect				
refuse rooms.				
Major Duty Cleaning-				
Sun: Employee Bathroom - Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors,				
electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush.				
Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper				
stock (toilet tissue, paper towels, toilet seat covers) and soap as needed.				
Employee Facility Room - Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator,				
microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguishers.				
Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles.				
Mon: Chemical and Dry Supply Room - Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Tidy and organize supply rooms.				
Tue: Public Toilet Duties - Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity				
mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl				
brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish				
paper (toilet tissue, paper towels, toilet seat covers and soap as needed.				
Wed: Refuse Room (Northbound and Southbound Platforms)– Deck wash walls and floor. Wipe down Fire Extinguisher.				
Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Deck wash walls and floor.				
Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash				
Units. Restock supplies.				
Thu: Clean and polish MVMs, MEMs, HEETs, Turnstiles and chromes railing. Clean and polish all trash receptacles.				
Scrubber Room (Two in Paid Middle Mezzanine) - Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wine down Fire Extinguishers and Evenesh Units. Restock supplies				
debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Fri: Scrubber Room (Northbound and Southbound Platforms) - Deck wash walls and floor. Clean and organize the room.				
Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies.				
Sat: Booth N062A and N063A - Clean booth interior and exterior. Sweep and mop floor, wash walls, dust top of ledges				
including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Sign Booth Major Duty Form.				
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Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023	
Job#	Но	Hours			
NC0175 Station North	070	0 - 1500		2761	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform.	34 St Penn Station	A C E	N070	0700 - 1000	
*General Duties- see below					
Lunch	34 St Penn Station	A C E	N070	1000 - 1030	
*Major Duty- see below	34 St Penn Station	A C E	N070	1030 - 1130	
.**General Duties- see below	34 St Penn Station	A C E	N070	1130 - 1500	
Report off duty.	34 St Penn Station	A C E	N070	1500 -	
PMs – General Duties Include checking the entire station for unsanitary conditions and duties listed below. Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down a disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all window station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag mar floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine a disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside a ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to cl during your tour of duty.	3ft & vs and ks on ireas, reas (3 EFR				
 *Major Duty Cleaning- Sun: Booth N070, N072 & N073 - Clean booth interior and exterior. Sweep and mop floor, wash walls, dust top of including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Sign Booth Major Duty Form in N070. *Extra 35 minutes allowed Mon: Refuse Room - Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Tue: Island Platform Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris at empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Wed: Chemical & Dry Supply Rooms - Tidy and organize supply rooms. Remove empty boxes. Wipe down top of I Extinguishers. Thu: Employee Facility Room N070 Control Area - Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX. Fri: Northbound and Southbound Platform Scrubber Room - Deck wash walls and floor. Clean and organize the room Discard all debris at empty chemical bottles. Wipe down fire Extinguishers. Restock supplies. *Extra 30 minutes a Sat: ***Public Toilet Duties - Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with too brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Rep paper (toilet tissue, paper towels, toilet seat covers and soap as needed. 	n booth nd Fire n. llowed vanity let bowl				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#	Но	urs		RC#
NC0176 Station North	070	0 - 1500		2761
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	34 St Penn Station	A C E	N070	0700 - 0930
*General Duties- see below				
*Major Duty - see below	34 St Penn Station	A C E	N070	0930 - 1000
*Friday's Only, Continue				
General Duties Mon-Thu, S/S			2.10.20	1000 1000
* Employee Lower Level	34 St Penn Station	A C E	N070	1000 - 1030
Lunch Room & Toilet Lunch	34 St Penn Station	ACE	N070	1030 - 1100
**General Duties- see below	23 St	CE	N076	1110 - 1450
Report off duty.	34 St Penn Station	ACE	N070	1500 -
 *General Duties-Daily – 34th Penn: Island Platform, Underpass, Lower Level Mezzanine to 33rd St LIRR & Amtrak Entrance 23rd St: Entire Station Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, isisinfect gutters and sanitary bases. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Daily - Employee Toilet in Lower Level Mezzanine - Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. *Major Duty Cleaning-Fri: Lower Level Mezzanine Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0177 Station North		0700 - 1500		2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Broad St	J Z	A083	0700 - 1000
*General Duties-see below				
PERFORM DUTIES AT CHAMBERS ST "J" LINE	Broad St	J Z	A083	1010 - 1200
*Elevator Duties-see below				
Lunch	Broad St	JΖ	A083	1200 - 1230
*Major Duties-see below	Broad St	JΖ	A083	1230 - 1350
*General Duties-see below	Broad St	JΖ	A083	1400 - 1500
Report Off Duty.	Broad St	JΖ	A083	1500 -
Inspect station for unsanitary conditions and correct including Stairways S8, S9, S10, S12, S13, & S14. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including 'Exit Only' stairways. Including Sweep, Mop, & Disinfect Passageway to Chase Manhattan (Remove Gum, Stains, & Drag marks.) Clean & Disinfect RTC Tower & Toilets at S/E of Southbound PlatformScrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect, clean & polish all trash receptacles. Remove all stains, spills and drag marks on floor areas & spot mop. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pige droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire statio upon arriving and departing each station you are assigned to clean during your tour of duty.	s. on			
 *Major Duty Cleaning- 1230-1300 Clean & Organize Supply Room (SE of N/B Platform) including wipe down fire extinguisher and breakdown empty boxes Clean and Polish All AFC Equipment. Scrubber Rooms - Deck wash walls and floor, wipe Fire Extinguisher, restock and organize supplies and equipment. Clean refuse rooms. Empty, Clean, Disinfect & Polish all Trash Receptacles. Spot mop: platforms, Mezzanines, stairway landings, including threads. Remove gum, stickers and unauthorized postings. Clean all digital screens. Clean benches. *Elevator Duties- 				
Clean & Polish EL742 and EL743. Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels(street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the station Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#	Ηοι	ırs		RC#
NC0178 Station North	070	0 - 1500		2763
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
REPORT ON DUTY IN FULL UNIFORM. *General Duties- see below	21 St Queensbridge	F	N603	0700 - 1000
*Major Duty- see below	21 St Queensbridge	F	N603	1000 - 1030
LUNCH	21 St Queensbridge	F	N603	1030 - 1100
**General Duties- see below	21 St Queensbridge	F	N603	1100 - 1350
**Elevator Duties – see below Note- If Elevators are out of service, listed General Duties will be performed	21 St Queensbridge	F	N603	1350 - 1420
**General Duties- see below	21 St Queensbridge	F	N603	1420 - 1500
REPORT OFF DUTY.	21 St Queensbridge	F	N603	1500 -
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including list areas outside station confines. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." *Major Duty Cleaning- Sun: Booth- Clean booth N603 interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Mon: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Wed: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thu: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mog and disinfect floors. Wipe down top of Fix. Fri: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empt				
Employee Toilets- Clean, sanitize and wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick			Pick I	7/16/2023		
Job#			Hours		RC	
NC0179	Station North		0700 - 1500		276	
INSTRUCTIO	DNS	STATION	LINE	воотн	HOURS	
	Sunday-Saturday					
Report On Duty	7 In Full Uniform.	Fulton St	A C	N095	0700 - 1130	
*General Duties	s-see below					
*Elevator Dutie	s-see below					
Lunch		Fulton St	A C	N095	1130 - 1200	
*General Duties	s-see below	Fulton St	A C	N095	1200 - 1500	
Report Off Duty	у.	Fulton St	A C	N095	1500 -	
mezzanines, cor polish AFC equ digital ad panels areas. Empty bo disinfect gutters ft.) Clean all leo	for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Scrap all introl areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and inpment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all s. Empty, disinfect, clean & polish all trash receptacles. Remove all stains, spills and drag marks on floor both trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 dges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR estrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean r of duty.					
Wipe down integlass on all elev	EL-720 (1000-1030) and EL-721 (1030-1100). Remove gum, sweep, mop and disinfect elevator floors. erior and exterior panels/ledges on all levels(street, mezzanine and platforms. Clean interior and exterior vators in the station. Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door wipe down the safety edge with a dry rag from top to bottom.					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#	н	ours		RC#
NC0180 Station North	1	500 - 2300		2751
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	Inwood 207 St	А	N002A	1500 - 1700
General Duties – see below				
Major Duty "Floors" - see below	Inwood 207 St	A	N002A	1700 - 1800
Major Duty "Cleaning"	Dyckman St	A	N003	1800 - 1900
Lunch	Dyckman St	А	N003	1900 - 1930
General Duties – see below	Inwood 207 St	А	N002A	1940 - 2100
Major Duty "Floors" - see below	Dyckman St	A	N003	2100 - 2200
Major Duty "Cleaning" - see below	Dyckman St	А	N003	2200 - 2250
Report Off Duty.	Inwood 207 St	А	N002A	2300 -
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairways. And and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landing: Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuences for the station you are assigned to clean during your tour of duty. *Major Duty Floors-Daily Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mall stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect mezzanine floors. Mall stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect mezzanine floors. Mall stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse housings. **Major Duty Floors-Daily	use ng lop			
 station. Remove debris from elevator door sills. Clean and wipe down the safety edge with dry rag from top to bottom. *Major Duty Cleaning – Daily 207 St. Inwood Mon: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Tue: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Thu: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. 				
 *Major Duty Cleaning – Daily Dyckman St. Inwood Sun: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Mon: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Tue: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Wed: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove of boxes debris from refuse inserts and disinfect. Thu: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Fri: Refuse Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Fri: Refuse Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Fri: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Fri: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Sat: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies 	ove			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0181 Station North		1500 - 2300		2751
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform General Duties – see below	190 St	А	N006A	1500 - 1700
Major Duty "Floors" – see below	190 St	А	N006A	1700 - 1800
Major Duty "Cleaning"	190 St	А	N006A	1800 - 1900
Lunch	190 St	А	N006A	1900 - 1930
General Duties – see below	175 St	А	N010	1940 - 2100
Major Duty "Floors" – see below	175 St	А	N010	2100 - 2200
Major Duty "Cleaning"	175 St	А	N010	2200 - 2250
Report Off Duty.	190 St	А	N006A	2300 -
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigcon droppings from all railings, stairways, platform and outside areas (3 ft.) Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitze all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Clean All EL.(115,116,120,123,124). Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Floors-Daily Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform refuse rooms/refuse housings. Clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse housings. Clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse nous/refuse housings. Clean and polish (Al Leo,123,124). **Elevator Duties-Major Duty Cleaning – Elevators 190 & 175 St Sun/Sat: Clean & Polish All Elevators(115,116,120,123,124).				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0182 Station North		1500 - 2300		2751
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform General Duties – see below	181 St	А	N007A	1500 - 1700
Major Duty "Floors" – see below	181 St	А	N007A	1700 - 1800
Major Duty "Cleaning"	181 St	А	N007A	1800 - 1900
Lunch	181 St	А	N007A	1900 - 1930
General Duties – see below	181 St	А	N007A	1930 - 2100
Major Duty "Floors" – see below	181 St	А	N007A	2100 - 2200
Major Duty "Cleaning"	181 St	A	N007A	2200 - 2300
Report Off Duty.	181 St	A	N007A	2300 -
*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Clean All EL.(117,118,119). Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Floors-Daily Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse nooms/refuse housings. Clean and mop Elevators 117,118,119.				
 **Elevator Duties-*Major Duty Cleaning – Elevators 181 Street. Sun/Sat: Clean & Polish All Elevators(117,118,119) Tue/Wed: Clean & Polish All Elevators(117,118,119) Clean and polish (elevators 117,118,119). Remove gum, sweep, mop, and disinfect elevator floors, wipe down interior and exterior panels/edges on all levels, (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators in the station. Remove debris from elevator door sills. Clean and wipe down the safety edge with dry rag from top to bottom. *Major Duty Cleaning – Daily 181 Street. Mon: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thu: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Fri: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#	Но	urs		RC# 2754
NC0182A Station North	150	0 - 2300		2754
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	163 St-Amsterdam Av	C	N016A	1500 - 1645
*General Duties- See below				
**Major Duties - See below	163 St-Amsterdam Av	C	N016A	1645 - 1715
*General Duties- See below	155 St	С	N017	1730 - 1900
Lunch	155 St	С	N017	1900 - 1930
**Major Duties - See below	155 St	С	N017	1930 - 2000
*General Duties- See below	155 St	С	N017	2000 - 2130
*General Duties- See below	163 St-Amsterdam Av	С	N016A	2145 - 2300
Report Off Duty. *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways on both sides of Jerome Ave. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVM8, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Wipe sand box. Disinfect benches. Clean and wipe map frames. Remove stain and spot clean ADA tactile. Clean and disinfect pigeons' dropping. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Cleaning- 155 Street, 163 Street: Sat: Scrubber Room/ CTA room - Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Sun: Mop, wash, clean, disinfect all SV%. Mon: Employee Facility Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator, microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguishers. Tue: Supply Room Pick up Dry/Chemical Supplies from 125 ABCD, make it tidy and clutter free, wipe down fire extinguishers inside the room, Wed: Wash refuse room and Clean Trash Re	163 St-Amsterdam Av	C	N016A	2300 -

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023	
Job#		Hours		RC#	
NC0182B Station North		1500 - 2300		2754	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform General Duties- see below	135 St	B C	N024	1500 - 1700	
Major Duties- see below	135 St	B C	N024	1700 - 1730	
General Duties- see below	116 St	B C	N030	1740 - 1915	
Lunch	116 St	B C	N030	1915 - 1945	
Major Duties- see below	116 St	B C	N030	1945 - 2015	
General Duties- see below	116 St	B C	N030	2015 - 2130	
General Duties- see below	135 St	B C	N024	2145 - 2300	
Report Off Duty.	135 St	B C	N024	2300 -	
around all street stairways on both sides of Jerome Ave. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon dropping: from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Wipe sand box. Disinfect benches. Clean and wipe map frames. Remove stain and spot clean ADA tactile. Clean and disinfect pigeons' dropping. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Major Duty Cleaning- 116 Street; 135 Street: Sat: Scrubber Room/ CTA room - Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Sun: Mop, wash, clean, disinfect all S/Ws. Mon: Employee Facility Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator, microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down fire extinguishers. Tue: Supply Room Pick up Dry/Chemical Supplies from 125 ABCD, make it tidy and clutter free, wipe down fire extinguishers inside the room, Med: Wash refuse room And Clean Trash Receptacles: wipe down exterior panels of trash receptacles. Remove loose debris from refuse room including residue. Empty trash cans. Sweep, mop and disinfect the	n 5				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick Ef	ffective Date:	7/16/2023
Job#		Hours		RC#
NC0183 Station North		1500 - 2300		2754
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty Full In Uniform	145 St	A B C D	N020	1500 - 1800
*General Duties- see below				
WAA (If not assigned, listed General Duties will be performed)	145 St	ABCD	N020	1800 - 1930
Lunch	145 St	ABCD	N020	1930 - 2000
**Major Duty- see below	145 St	ABCD	N020	2000 - 2030
*General Duties- see below	145 St	ABCD	N020	2030 - 2300
Report Off Duty.	145 St	ABCD	N020	2300 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap mezzanine by booth, control areas, platforms, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms by booth. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Major Duty Cleaning-145 St Sun: Employee Facility Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator, microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguishers. Mon: Pick up Dry/Chemical Supplies from 125 ABCD & throw out all empty boxes. Keep the room tidy and clutter free Tue: Clean Trash Receptacles and refuse rooms -Wipe down exterior panel. Remove loose debris from refuse room floor. Bucket wash and disinfect refuse room daily basis on AC line. Wed: Clean Digital Panels: Clean all digital panels on A, C platform and main mezzanine. Thu: Employee foilets by booth: Clean Employee toilet. Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick E	ffective Date:	7/16/2023		
Job#		Hours		RC#		
NC0183A Station North		1500 - 2300		1500 - 2300		2754
INSTRUCTIONS	STATION	LINE	воотн	HOURS		
Sunday-Saturday						
Report On Duty Full In Uniform. PERFORM DUTIES ON B/D LINE	145 St	ABCD	N020	1500 -		
*General Duties- See below.	145 St	B D	N020	1500 - 1800		
Lunch	145 St	B D	N020	1800 - 1830		
***Major Duty- See below.	145 St	B D	N020	1830 - 1930		
WAA (General Duties- Unless assigned by Supervisor)	145 St	B D	N020	1930 - 2030		
Clean & Disinfect RTO Facilities – See below.	145 St	B D	N020	2030 - 2100		
*General Duties- See below.	145 St	B D	N020	2100 - 2300		
Report Off Duty.	145 St	ABCD	N020	2300 -		
 Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect al urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restroom. Mop public restrooms, as needed. Remove stain and spot clean ADA tactile. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Cleaning-145 St Sat/ Sun: Clean ADA tiles – Clean and deck brush ADA tiles on B,D line. Mon: Pick up Dry/Chemical Supplies from 125 ABCD & throw out all empty boxes. Keep the room tidy and clutter free Tue: Clean Trash Receptacles and refuse rooms -Wipe down exterior panel. Remove loose debris from refuse room floor. Bucket wash and disinfect refuse room daily basis on AC line. Wed: Clean Digital Panels: Clean all digital panels on B,D platform and Unmanned mezzanine. Thu: Employee Toilets and Scrubber room in unmanned mezzanine: Clean Employee toilet. Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand drycers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all grafifit and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Fri: Wall tiles and S/Ws in unmanned mezzanine - Deck Wash S/Ws in bac						

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick E	ffective Date:	7/16/2023
Job#		Hours		RC#
NC0184 Station North		1500 - 2300		2754
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	125 St	ABCD	N026	1500 -
*General Duties- see below	125 St	ABCD	N026	1500 - 1800
** Elevator Duties – see below	125 St	ABCD	N026	1800 - 1830
***Major Duty- see below	125 St	ABCD	N026	1830 - 1900
****Public Restroom Duties- see below	125 St	ABCD	N026	1900 - 1930
Note- If public restrooms are out of service, listed 'General Duties' will be performed.	125.64		21026	1020 2000
Lunch	125 St	A B C D	N026	1930 - 2000
** Elevator Duties – see below	125 St	A B C D	N026	2000 - 2100
*General Duties- see below	125 St	A B C D	N026	2100 - 2300
Report Off Duty.	125 St	A B C D	N026	2300 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform, and outside areas (if.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restroom. Mop public restrooms, as needed. Remove stain and spot clean ADA tactile. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Elevator Duties - Clean and polish all elevators. Remove gum. Sweep, mop, disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators on station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom. ***Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers, and soap as neede	3			
Sun: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empt trash can, sweep, mop and disinfect floors. Wipe down top of fire extinguisher. Remove items from the top of the lockers. Mon: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty bottles. Wip down fire extinguisher and eyewash unit. Restock supplies. Tue: Supvr/Mangr's Office- Clean and remove dust from desks and tabletops, Quench unit, refrigerator, and microwave. Sweep and mop the floor. Wed: Booth- Clean booth N26 interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon sensors and fire extinguisher(s). Empty garbage. Remove all debris. Thu: Refuse Room- Deck wash walls and floor. Wipe down fire extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Fri: Clean Digital Panels (weekly)- Remove stains and scuff marks from all Digital Panels on entire station, including from the base of the units. Sat: Supply Room- Clean and organize supply rooms. Remove empty boxes and bottles. Wipe down top of fire extinguisher(s).	e			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick B	Effective Date:	7/16/2023
Job#	н	RC#		
NC0185 Station North	15	500 - 2300		2754
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS
Sunday-Saturday				
Report on Duty in Full Uniform.	Cathedral Pkwy 110 St	B C	N035	1500 -
*General Duties- see below.	Cathedral Pkwy 110 St	B C	N035	1500 - 1600
*General Duties- see below. WAA (If not assigned, listed General Duties will be performed)	116 St	B C	N030	1610 - 1830
**Major Duty- see below.	116 St	B C	N030	1830 - 1900
Lunch	116 St	B C	N030	1900 - 1930
**Major Duty- see below.	Cathedral Pkwy 110 St	BC	N035	1940 - 2010
*General Duties- see below.	Cathedral Pkwy 110 St	B C	N035	2010 - 2300
Report off duty.	Cathedral Pkwy 110 St	B C	N035	2300 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap mezzanine by booth, control areas, platforms, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms by booth. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Major Duty Cleaning- Sun: Employee Facility Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator, microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguishers. Mon: Pick up Dry/Chemical Supplies from 125 ABCD & throw out all empty boxes. Declutter and organize room. Tue: Clean Trash Receptacles and Refuse Rooms -Wipe down exterior panel. Remove garbage and litter from refuse room floor. Bucket wash and disinfect refuse room. Wed: Clean Digital Panels: Clean all digital panels on A/C platform and main mezzanine. Thu: Employee Toilets by booth: clean employee toilet. Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date:			7/16/2023	
Job#	Но	ours		RC#	
NC0185A Station North	1500 - 2300			2761	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
REPORT ON DUTY IN FULL UNIFORM.	81 St-Museum of Natural History	B C	N044	1500 - 1800	
*General Duties- see below					
*Major Duty- see below	81 St-Museum of Natural History	B C	N044	1800 - 1900	
Lunch	81 St-Museum of Natural History	B C	N044	1900 - 1930	
**General Duties- see below	72 St	B C	N046	1940 - 2200	
***Major Duty- Duties- see below	72 St	B C	N046	2200 - 2250	
 Report off duty. *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Cleaning – If Major Duty not assigned, continue with General Duties Sun: Stairways 81st St – Sweep and bucket wash stairways S1 A/B. Tue: Stairways 72nd St – Sweep and bucket wash stairways S3, S4 and P3A/B. Thu: Stairways 72nd St – Sweep and bucket wash stairways S3, S4 and P3A/B. Thu: Stairways 72nd St – Sweep and bucket wash stairways S3, P4A/B. Fri & Sat: Continue with General Duties. 	81 St-Museum of Natural History	B C	N044	2300 -	

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#	Но	urs		RC#
NC0185B Station North	220	0 - 0600		2761
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
REPORT ON DUTY IN FULL UNIFORM.	81 St-Museum of	B C	N044	2200 - 2400
General Duties	Natural History			
Major Duty Floors	81 St-Museum of Natural History	B C	N044	2400 - 0130
Major Duty Cleaning	81 St-Museum of Natural History	B C	N044	0130 - 0215
Lunch	81 St-Museum of Natural History	B C	N044	0215 - 0245
Major Duty Cleaning	72 St	B C	N046	0255 - 0340
General Duties	72 St	B C	N046	0340 - 0500
Major Duty Floors	72 St	B C	N046	0500 - 0550
Report off duty.	81 St-Museum of Natural History	B C	N044	0600 -
around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Major Duty Floors-Nightly Remove dust balls and gum from floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms. Major Duty Cleaning- Sun: Employee Bathrooms - Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Mon: Chemical and Dry Supply Room - Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and exhaust fans cover. Empty trash can, sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Mon: Chemi				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0186 Station North		1500 - 2300		2761
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	50 St	C E	N057	1500 - 1700
*General Duties- see below				
*Major Duty Cleaning-	50 St	CE	N057	1700 - 1800
Lunch	50 St	СЕ	N057	1800 - 1830
**General Duties- see below	50 St	СЕ	N057	1830 - 2300
Report off duty.	50 St	C E	N057	2300 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas and platforms. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Cleaning- Sun: Stairways- Bucket Wash stairways in Control Area N056; P6A/B and P9. Clean adjacent tile walls. Remove all stickers. Tues: Stairways- Bucket Wash stairways in Control Area N056; P10A/B and P12 A/B. Clean adjacent tile walls. Remove all stickers. Tues: Stairways- Bucket Wash stairways in Control Areas N054 and N055; S12, P13B. Clean adjacent tile walls. Remove all stickers. Weds: Stairways- Bucket Wash stairways in Control Areas N056; P12 C-H. Clean adjacent tile walls. Remove all stickers. Weds: Stairways- Bucket Wash stairways in Control Areas N057A; S1, S2 and P1 A/B. Clean adjacent tile walls. Remove all stickers. Fri: Stairways- Bucket Wash stairways in Control Areas N057A; P11A/B and PL7A/B. Clean adjacent tile walls. Remove all stickers. Stai: Clean Glass Panel & Partition around E263 - Clean adjacent tile walls. Remove all accessible graffiti, stickers, and sticker/glue residue.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date:			7/16/2023	
Job#	Н	RC#			
NC0187 Station North	15	2761			
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform.	59 St Columbus Circle	A B C D	N051	1500 - 1700	
*General Duties- see below					
***Elevator Duties -	59 St Columbus Circle	A B C D	N051	1700 - 1830	
*RTO Facilities Duties	59 St Columbus Circle	A B C D	N051	1830 - 1900	
Lunch	59 St Columbus Circle	A B C D	N051	1900 - 1930	
**General Duties- see below .	59 St Columbus Circle	A B C D	N051	1930 - 2300	
Report off duty.	59 St Columbus	ABCD	N051	2300 -	
*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs in the N051 and N049 Mezzanine paid/unpaid control area, Southbound and Northbound platforms, passageway, and street. Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, N051/N049 control area, southbound and northbound platform. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in N051 and N049 control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty N051 booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. ***RTO Facilities Duties Clean all offices: Dispatcher, Superintendent, Tower. Clean all rooms: crew room, lunch room, locker room, and women/men restrooms. Wipe down all surfaces including Quench machines, tables and seats and modesty panels. Empty all trash cans, sweep, mop and disinfect floors. Replenish paper stock and soap in restrooms as needed. RTO MUST PROVIDE OWN CLEANING AND PAPER STOCK SUPPLIES. **Elevator Duties - Clean and polish EL277, EL278, EL279 & EL280. Remove gum. Sweep, mop, and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels (street, mezzanine and platforms). Clean interior and exterior glass on all					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick E	ffective Date:	7/16/2023
Job#	H	RC#		
NC0187A Station North	23	300 - 0700		2761
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	59 St Columbus Circle	A B C D	N051	2300 -
*General Duties- see below	59 St Columbus Circle	ABCD	N051	2300 - 0200
*Major Duty "Floors"- see below	59 St Columbus Circle	A B C D	N051	0200 - 0300
Lunch	59 St Columbus Circle	A B C D	N051	0300 - 0330
Major Duty Cleaning- see below	59 St Columbus Circle	A B C D	N051	0330 - 0430
**General Duties- see below .	59 St Columbus Circle	A B C D	N051	0430 - 0700
Report off duty.	59 St Columbus Circle	A B C D	N051	0700 -
around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
Major Duty Floors-Nightly Remove dust balls and gum from floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms.				
 *Major Duty Cleaning- Sun: Employee Bathrooms - Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Mon: Chemical and Dry Supply Room - Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Tidy and organize supply rooms. Tue: Employee Facility Room & Employee Locker Room - Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator, microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguishers. Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical 				
 bottles. Wed: Scrubber Room (Middle Mezzanine) - Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Thu: Clean and polish MVMs, MEMs, HEETs, Turnstiles and chromes railing. Clean and polish all trash receptacles. Fri: Scrubber Room (Northbound and Southbound Platforms) - Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Sat: Booth N051 - Clean booth interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Sign Booth Major Duty Form. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date:			7/16/2023	
Job#	H	lours		RC#	
NC0188 Station North	1	500 - 2300		2761	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform.	42 St/Port Authority Bus	A C E	N062A	1500 - 1730	
*General Duties - see below	Terminal			1	
*Major Duty- see below	42 St/Port Authority Bus Terminal	A C E	N062A	1730 - 1830	
Lunch	42 St/Port Authority Bus Terminal	A C E	N062A	1830 - 1900	
**General Duties - see below	42 St/Port Authority Bus Terminal	A C E	N062A	1900 - 2300	
 Report Off Duty. *General Duties-Daily – From 44th St to N062A, Start Point At 44th Street Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Cleaning- Resume General Duties when Major Duties are not scheduled Mon: Scrubber Room [N061 Control Area] - Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies Tues: Northbound Refuse Room - Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Fri: Stairways - Bucket Wash Stairways S3 and M3 A/B. Clean and organize the room. Discard all debris and empty. 		A C E	N062A	2300 -	

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023
Job#	н	ours		RC#
NC0189 Station North	1	500 - 2300		2761
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform. *General Duties- see below	42 St/Port Authority Bus Terminal	A C E	N062A	1500 - 1800
Public Restroom Duties – see below Note- If public restrooms are out of service, listed General Duties will be performed:	42 St/Port Authority Bus Terminal	A C E	N062A	1800 - 1915
Lunch	42 St/Port Authority Bus Terminal	A C E	N062A	1915 - 1945
*Major Duty- see below	42 St/Port Authority Bus Terminal	A C E	N062A	1945 - 2045
**General Duties- see below	42 St/Port Authority Bus Terminal	A C E	N062A	2045 - 2300
Report Off Duty. *General Duties-Daily – From 40th St to N062A Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Cleaning- Resume General Duties when Major Duties are not scheduled Mon: Southbound Refuse Room - Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Remove all stickers. Sat: Southbound Scrubber Room - Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Remove all stickers. Sat: Southbound Scrubber Room - Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Remove all stickers. Sat: Southbound Scrubber Room - Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies	3	ACE	N062A	2300 -

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#	Но	urs		RC#
NC0190 Station North	150	0 - 2300		2761
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	34 St Penn Station	A C E	N070	1500 - 1730
*General Duties- see below				
***Public Toilet Duties	34 St Penn Station	A C E	N070	1730 - 1830
Lunch	34 St Penn Station	A C E	N070	1830 - 1900
.***Elevator Duties -	34 St Penn Station	A C E	N070	1900 - 2030
**General Duties- see below	34 St Penn Station	A C E	N070	2030 - 2300
Report off duty.	34 St Penn Station	A C E	N070	2300 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down a disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all window station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag mar floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine a disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside a ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to cl during your tour of duty.	& ws and ks on areas, ureas (3 EFR			
***Elevator Duties- Clean and polish EL225, EL226, EL227 & EL228. Remove gum. Sweep, mop, and disinfect elevator floors. Wipe d interior and exterior panels/ledges on all levels (street, mezzanine and platforms). Clean interior and exterior glass or elevators on station. Remove graffiti, stickers and sticker/glue residue. Remove debris from elevator door sills. Clear wipe down the safety edge with a dry rag from top to bottom.	n all			
***Public Toilet Duties – Downtown Local CE Platform Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand of (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all g and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, j towels, toilet seat covers and soap as needed.	graffiti			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0191 Station North		1500 - 2300		2761
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	23 St	C E	N076	1500 - 1800
*General Duties- see below				
*Major Duty- see below	23 St	CE	N076	1800 - 1900
Lunch	23 St	CE	N076	1900 - 1930
**General Duties- see below	23 St	CE	N076	1930 - 2300
Report off duty.	23 St	CE	N076	2300 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
 *Major Duty Cleaning- Sun: Booth N076 - Clean booth interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Sign Booth Major Duty Form. Mon: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Tue: Employee Toilets- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Wed: Chemical & Dry Supply Rooms - Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thu: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX. Fri: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Sat: Trash Receptacles – Clean and Polish Interior and Exterior including chrome. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick			Pick Effective Date:		
Job#	Но	RC#			
NC0191A Station North	150	0 - 2300		2761	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform.	34 St Penn Station	A C E	N070	1500 - 1830	
*General Duties- see below.					
* Employee Lower Level	34 St Penn Station	A C E	N070	1830 - 1915	
Lunch Room & Toilet Lunch	34 St Penn Station	ACE	N070	1915 - 1945	
**General Duties	34 St Penn Station	A C E	N070	1945 - 2300	
Report off duty.	34 St Penn Station	A C E	N070	2300 -	
 *General Duties-Daily – 34th Penn: Island Platform, Underpass, Lower Level Mezzanine to 33rd St LIRR & Amtrak Entrance Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Daily - Employee Toilet in Lower Level Mezzanine - Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. 					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC	AC Summer Pick Pick Effective Date:			7/16/2023	
Job#			RC#		
NC0192	Station North	-	1500 - 2300		2765
INSTRUCTIO	NS	STATION	LINE	воотн	HOURS
	Sunday-Saturday				
Report On Duty	In Full Uniform.	Chambers St	A C	N092	1500 - 1730
*General Duties- *Elevator Duties *Major Duties-se					
*General Duties-	see below	Chambers St	A C	N092	1740 - 1840
Lunch		Chambers St	A C	N092	1840 - 1910
*Major Duties-se	ee below	Chambers St	A C	N092	1910 - 2140
RTO Facilities/T	ower	Chambers St	A C	N092	2140 - 2220
*General Duties-	see below	Chambers St	A C	N092	2220 - 2300
Report Off Duty		Chambers St	A C	N092	2300 -
around all street mezzanines, com disinfect all stair including OMNY all stains, spills a windows (use wa all railings, stair sticker/glue resid arriving and depa *Major Duty Cle Daily: Wet Mop Sun & Weds: Cl Daily: Men's and hand towel holde Daily: Sweep, M Wed: Men's and	or unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft stairways and elevator EL-326. Clean RTO Tower toilet, empty trash, sweep and mop floors. Scrap all crol areas, platforms, underpass, and passageways, and stairways S17, S18, S19, & S20. Wipe down & way handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas V validators. Wipe down all digital ad panels. Empty, disinfect, clean & Polish all trash receptacles. Remove and drag marks on floor areas & spot mop. Empty booth trash, clean exterior booth panels and booth ater only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from ways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and ue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arting each station you are assigned to clean during your tour of duty.				
panels/ledges on Remove graffiti,	EL326 Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and exterior all levels(street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the station. stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety rag from top to bottom.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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023 STAC Summer Pick Pick Effective Date:		7/16/2023		
Job#		Hours	RC#	
NC0193 Station North		1500 - 2300		2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Fulton St	A C	N095	1500 - 1930
*General Duties-see below				
*Elevator Duties- see below				
*Major Duties-see below (1730-1800)				
Lunch	Fulton St	A C	N095	1930 - 2000
*General Duties-see below	Fulton St	A C	N095	2000 - 2300
*Elevator Duties- see below				
Report Off Duty.	Fulton St	A C	N095	2300 -
*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Deck brush & remove gum, stains, drag marks, and graffiti from stairways NS22 & NS26. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas & spot mop. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Clean all stair backs. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
*Elevator Duties-				
Clean & Polish EL-721 (at 1845-1915 and 2130-2200). Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels(street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023
Job#	Но	RC#		
NC0194 Station North	23	00 - 0700		2754
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Norwood 205 St	D	N224	2300 -
*General Duties Nightly - See below.	Norwood 205 St	D	N224	2300 - 0015
*** Major Duties Floors - See below.	Norwood 205 St	D	N224	0015 - 0115
*****Major Duties Escalator 112 - See below (General Duties if out of service)	Norwood 205 St	D	N224	0115 - 0215
Lunch	Norwood 205 St	D	N224	0215 - 0245
*General Duties - See below.	Bedford Pk Blvd	B D	N222	0300 - 0415
*** Major Duties Floors - See below.	Bedford Pk Blvd	B D	N222	0415 - 0445
*****Major Duties Elevator - See Below	Bedford Pk Blvd	B D	N222	0445 - 0545
****RTO Facilities- See below.	Bedford Pk Blvd	B D	N222	0545 - 0645
**Public Restroom Duties and Open public toilets – See below.	Norwood 205 St	D	N224	0645 - 0700
Note- In lieu public restrooms out of service, listed General Duties will be performed		_		
Report off duty.	Norwood 205 St	D	N224	0700 -
*General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including [both sides of Grand Concourse]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform, and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Empty trash cans at RTO facility, clean and disinfect male and female toilets. Wipe sand box. Disinfect benches. Clean and wipe map frames. Remove trash from Booth, wipe exterior of booth. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers, and soap as needed. Allow bathroom to dry 10 minutes before reopening.				
***Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Bucket wash stairways, Control area, platform, and outside areas of Grand Concourse (3 ft). Bucket wash, deck brush, and remove stain from ADA tactile at all sides of platforms. Bucket wash and deck brush refuse rooms. ***RTO Facilities Cleaning: Mid-Mezzanine Level (Bedford Park Blvd) Clean and disinfect RTO Men and Women toilets. Restock supplies in RTO bathrooms. Remove trash from crew rooms and dispatcher's rooms. Perform other work as assigned by Station Supervisor or Manager.				
*****Major Duties Escalator 112 - Detail clean, wipe and polish. Remove gum. Sweep, wipe dust from steps, side panels, and from top of escalator 112. Remove stickers and graffiti. Wipe down interior and exterior panels/ledge, top and bottom landing of escalator 112.				
***** Major Duties -Elevators - Clean and Polish [EL #500, #501, #502]. Remove gum. Sweep, mop, disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators on station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0195 Station North		2300 - 0700		2754
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	Fordham Rd	B D	N217	2300 -
General Duties- Nightly. See below	Fordham Rd	B D	N217	2300 - 0030
**Major Duties- Floors. See below (N/B Platform)	Fordham Rd	B D	N217	0030 - 0200
** Major Duties- Floors. See below (S/B Platform).	Fordham Rd	B D	N217	0200 - 0330
Lunch	Fordham Rd	B D	N217	0330 - 0400
*** Major Duties- Floors. See below (Main Mezzanine, Passageway, and Street S/Ws	Fordham Rd	B D	N217	0400 - 0530
***** Major Duties - See below	Fordham Rd	B D	N217	0530 - 0600
*General Duties- Nightly. See below	Fordham Rd	B D	N217	0600 - 0700
Report Off Duty.	Fordham Rd	B D	N217	0700 -
 *General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all steet stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all rallings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Wipe sand box. Disinfect benches. Clean and wipe map frames. Clean EFC and employee restrooms. Remove trash from Booth N217, wipe exterior of booth. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. ** Major Duty Floors-Nightly (N/B and S/B platforms) Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect feces and all urine areas. Sanitize all touch points. Clean and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as frequired. Disinfect feces and all wrine areas. Sanitize all touch points. Clean and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile a				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick Effective Date:			
Job#	н	Hours			
NC0195A Station North	2.	300 - 0700		2754	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform. General Duties	Kingsbridge Rd	B D	N220	2300 - 0100	
Major Duties- Floors. See below (N/B Platform)	Kingsbridge Rd	B D	N220	0100 - 0200	
Elevator Duties -[ELE #189, #190, #191]	Kingsbridge Rd	B D	N220	0200 - 0230	
Lunch	Kingsbridge Rd	B D	N220	0230 - 0300	
Major Duties- Floors. See below (S/B Platform).	Kingsbridge Rd	B D	N220	0300 - 0400	
Major Duties- Floors. See below (Main Mezzanine, Passageway, and Street S/Ws)	Kingsbridge Rd	B D	N220	0400 - 0530	
Major Duties	Kingsbridge Rd	B D	N220	0530 - 0600	
General Duties	Kingsbridge Rd	B D	N220	0600 - 0700	
Report Off Duty. General Duties-Nightly	Kingsbridge Rd	B D	N220	0700 -	
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scra around all street stairways including [both side of Grand Concourse]. Scrap all mezzanines, control areas, platform underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MV Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove a droppings from all railings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops o receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and r floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean <i>A</i> tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at b trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all toucl Clean and disinfect refuse rooms/refuse housings. Wipe sand box. Disinfect benches. Clean and wipe map frames. EFR and employee restrooms. Remove trash from Booth N220, wipe exterior of booth. Deodorize the entire statio arriving and departing each station you are assigned to clean during your tour of duty.	s, /Ms, ll pigeon n all trash mezzanine JDA pase of 1 points. Clean				
Major Duty Floors-Nightly (N/B and S/B platforms) Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine f all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile a required. Disinfect feces and all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse hour Bucket wash stairways to platforms. Bucket wash, deck brush, and remove stain from ADA tactile at all sides of p Deck brush all tiles walls on platforms. Bucket wash and deck brush refuse rooms.	sings.				
Major Duty Floors- (Mezzanine and Street S/Ws) Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from mezzanine floors. Mop all and mezzanine stairway risers, threads, landings. Deck brush and disinfect gutters, sanitary bases. Disinfect feces a urine and areas. Sanitize all touch points. Bucket wash passageways. Mop EFR, CTA room, and Employees' restro Bucket wash stairways to platforms. Bucket wash, deck brush all street S/Ws and mezzanine S/Ws. Deck brush all walls on main and unmanned mezzanine.	und all bom.				
Elevator Duties- Clean and Polish [EL #189, #190, #191] Remove gum. Sweep, mop and disinfect elevator floors. down interior and exterior panel/ledges on all levels (street, mezzanine and platforms). Clean interior and exterior all elevators in the station. Remove graffiti, stickers and sticker/glue residue. Remove debris from elevator doors s and wipe down the safety edge with a dry rag from top to bottom.	glass on				
Major Duty Cleaning - (0530-0600) Sun: - Clean Mezzanine walls- Deck brush walls in main mezzanine and passageway. Remove stains and scuff ma Mon: Clean Platform walls- Deck brush all tiles walls on back mezzanine. Tue: Clean Mezzanine walls- Deck brush all tiles walls on mezzanine and by the S/Ws. Wed: Clean mezzanine –Bucket wash, deck brush unpaid and paid mezzanine up to 3 ft by tunnel. Disinfect piged droppings.					
Thu: Employee Facility Room, Restroom, and CTA Room – Bucket wash all rooms. Fri: Clean Refuse Room- Deck wash, and disinfect refuse room walls and floor. Sat: ADA Tactile Cleaning – Bucket wash and deck brush, remove stain from ADA tactile on all platforms.					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0196 Station North		2300 - 0700		2754
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	182-183 Sts	B D	N215	2300 - 0030
*General Duties- Nightly. See below ** Major Duties Floors. See below	182-183 Sts	B D	N215	0030 - 0200
Lunch	182-183 Sts	B D	N215	0200 - 0230
***Major Duties - See below	182-183 Sts	B D	N215	0230 - 0300
*General Duties- Nightly. See below	Tremont Av	B D	N213	0315 - 0445
** Major Duties Floors. See below	Tremont Av	B D	N213	0445 - 0615
***Major Duties - See below	Tremont Av	B D	N213	0615 - 0645
Report Off Duty.	182-183 Sts	B D	N215	0700 -
 *General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including [both side of Grand Concourse]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Wipe Q-panels on mezzanine and platform. Clean and wipe map frames. Remove trash from Booth, wipe exterior of booth. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and wipe the set of Concourse (1, b). Bucket wash, deck brush, and remove stain for MAA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Bucket wash stairway landings. Deck brush and disinfect gutters, sanitary bases and platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Sp				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0197 Station North		2300 - 0700		2754
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	170 St	B D	N209	2300 - 0030
*General Duties- Nightly. See below				
** Major Duties Floors. See below	170 St	B D	N209	0030 - 0200
Lunch	170 St	B D	N209	0200 - 0230
***Major Duties - See below	170 St	B D	N209	0230 - 0300
*General Duties- Nightly. See below	174-175 Sts	B D	N210	0315 - 0445
** Major Duties Floors. See below	174-175 Sts	B D	N210	0445 - 0615
***Major Duties - See below	174-175 Sts	B D	N210	0615 - 0645
Report Off Duty.	170 St	B D	N209	0700 -
*General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including [both side of Grand Concourse]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETS/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Wipe 9-panels on mezzanine and platform. Clean and wipe map frames. Clean EFR and employee extrosoms. Wipe sand box. Disinfect benches. Clean and wipe map frames. Clean EFR and employee extrosoms. Wipe sand box. Disinfect benches. Clean and wipe map frames. Clean EFR and employee restrosoms. Remove trash from Booth, wipe exterior of booth. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Bucket wash stairways, Control area, platform and outside areas of Grand Concourse (

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0198 Station North		2300 - 0700		2754
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	167 St	B D	N207	2300 - 0030
*General Duties- Nightly. See below ** Major Duties Floors. See below	167 St	B D	N207	0030 - 0200
	167 St	BD	N207	0200 - 0230
***Major Duties - See below	167 St	B D B D	N207	0230 - 0300
	155 St	B D B D	N207	0315 - 0445
*General Duties- Nightly. See below				
** Major Duties Floors. See below	155 St	B D	N202	0445 - 0615
***Major Duties - See below	155 St	B D	N202	0615 - 0645
Report Off Duty.	167 St	B D	N207	0700 -
*General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including [both side of Grand Concourse – 167 St. and at entrance of 155 Street]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Wipe Q-panels on mezzanine and platform. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Wipe sand box. Disinfect benches. Clean and wipe map frames. Remove trash from Booth, wipe exterior of booth. Wipe sand box. Disinfect benches. Clean and wipe map frames. Clean EFR and employee restrooms. Remove trash from Booth, wipe exterior of booth. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Bucket was				
 ***Major Duty Cleaning - (167 St - 0200-0230) (155 Street - 0615-0645) Sun: - Clean Mezzanine walls- Detail clean and deck brush walls in mezzanine. Remove stains and scuff marks from mezzanine. Mon: Clean all S/Ws – Bucket wash and deck brush all street and platform S/Ws. Detail cleaning of threads and risers. Tue: Clean Tiles walls: Clean and deck brush platform tiles walls. Wed: Clean mezzanine floor – Bucket wash and deck brush and detail clean mezzanine floor. Thu: Clean all Platforms floor – Bucket wash, deck brush, and detail clean all platforms floor. Correct all urine and feces condition. Fri: Scrubber Room, Employee Facility Room, Restroom- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Sat: Clean all tiles walls – Bucket wash, deck brush, detail cleaning all tiles walls. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0199 Station North		1500 - 2300		2754
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	182-183 Sts	B D	N215	1500 - 1700
*General Duties- See below				
**Major Duties - See below	182-183 Sts	B D	N215	1700 - 1730
*General Duties- See below	Tremont Av	B D	N213	1740 - 1930
Lunch	Tremont Av	B D	N213	1930 - 2000
**Major Duties - See below	Tremont Av	B D	N213	2000 - 2100
***Major Duties – Elevators, See below	Tremont Av	B D	N213	2100 - 2130
*Light General Duties- (re-scrap station, empty trash receptacles)	Tremont Av	B D	N213	2130 - 2215
*Light General Duties- (re-scrap station, empty trash receptacles)	182-183 Sts	B D	N215	2225 - 2300
Report Off Duty.	182-183 Sts	BD	N215	2300 -
around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Wipe sand box. Disinfect benches. Clean and wipe map frames. Remove trash from Booth, wipe exterior of booth. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
 Major Duty Cleaning Sun: - Clean Mezzanine and walls- Deck brush walls in mezzanine including passageway. Remove stains and scuff marks from main mezzanine and S/Ws. Mon: Clean Unmanned Mezzanine and walls tiles at Tremont Ave (Platform wall tiles at 182 Street) – Wipe all walls tiles in back mezzanine including passageway and S/Ws at Tremont Ave. Remove stains and scuff marks from floor. Wipe both platform wall tiles at 182-183 Street. Tue: Clean Refuse rooms – Thoroughly wash, clean, disinfect refuse rooms. Wed: Clean Mezzanine and walls- Deck brush walls in mezzanine including passageway. Remove stains and scuff marks from main mezzanine and S/Ws. Thu: Employee Facility Room, CTA room, and other rooms - Deck Brush and bucket wash all rooms. Fri: Clean Unmanned Mezzanine and walls- Deck brush walls in back mezzanine including passageway and S/Ws at Tremont Ave. Remove stains and scuff marks from floor. Mop, Clean gated area and mezzanine at 182-183 Street. Sat: Deck brush platform floor – Deck brush floor on both platforms, remove stain and dust from floor. ** Major Duties -Elevator - Clean and Polish [New elevators, Number will be provided]. Remove gum. Sweep, mop, disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators on station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick B	Effective Date:	7/16/2023
Job#		RC#		
NC0199A Station North		275		
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform. General Duties- see below	Fordham Rd	B D	N217	1500 - 1800
Major Duty- see below	Fordham Rd	B D	N217	1800 - 1830
Lunch	Fordham Rd	B D	N217	1830 - 1900
General Duties- see below	Fordham Rd	B D	N217	1900 - 2100
Major Duty- Floor Cleaning, see below	Fordham Rd	B D	N217	2100 - 2200
General Duties- see below	Fordham Rd	B D	N217	2200 - 2300
Report Off Duty.	Fordham Rd	B D	N217	2300 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including both sides of Grand Concourse. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove graffiti, stickers, and sticker/gluu residue. Sanitize all touch points. Clean gated area. Clean EFR and employee restroom. Mop public restrooms. Spot clean ADA tactile. Clean refuse room. Sweep and mop gated areas. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Major Duty: Floor Cleaning - Spot Clean, bucket wash entire station. Disinfect and wash feces, urine, and unsanitary condition. Wash refuse room. (Focus on N/E of S/B local platform by refuse room, and unmanned mezzanine area). Major Duty Cleaning- Sun: Booth- Clean booth N217, interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Mon: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Tue: Cleaning Digital Panels (weekly)- Remove stains and scuff marks from all Digital Panels on D platforms. Wed: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thu: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, re	e			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date	: 7/16/2023
Job#	Но	ours		RC#
NC0200 Station North	07	00 - 1500		2754
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday	5111101		boom	noeks
Report On Duty In Full Uniform	Bedford Pk Blvd	B D	N222	0700 - 0830
	Dealoid I k Diva		11222	0700 - 0050
*General Duties- See below			11000	0020 0000
*****Major Duties – Elevators, See below	Bedford Pk Blvd	B D	N222	0830 - 0900
****Major Duties - See below	Bedford Pk Blvd	B D	N222	0900 - 0930
***RTO Cleaning - See below	Bedford Pk Blvd	B D	N222	0930 - 1000
*General Duties- See below	Norwood 205 St	D	N224	1010 - 1130
	Norwood 205 St	D	N224	1130 - 1200
**Public Restroom Duties and Open public toilets – see below Note- If public restrooms out of service, listed General Duties will be performed	Norwood 205 St	D	N224	1200 - 1300
***RTO Cleaning - See below	Norwood 205 St	D	N224	1300 - 1330
****Major Duties - See below	Norwood 205 St	D	N224	1330 - 1400
*General Duties- (re-scrap station, empty trash receptacles)	Bedford Pk Blvd	B D	N222	1410 - 1500
Report Off Duty.	Bedford Pk Blvd	B D	N222	1500 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platforms and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Wipe sand box. Disinfect benches. Clean and wipe map frames. Remove trash from Booth, wipe exterior of booth. Remove stain and spot clean ADA tactile. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
Public Toilet Duties Close Public Restroom at 1200 hours for cleaning. Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed. Allow bathroom to dry 10 minutes before reopening. Open Public restroom at 1300 hours. *RTO Cleaning: Clean and disinfect RTO Men and Women toilets. Restock supplies in RTO restrooms. Remove trash from crew rooms and				
 dispatchers room. Work per station GSS/ supervisor's direction. ****Major Duty Cleaning - (2115-2145) Sun: - Clean facility room, scrubber room, employees' restroom: Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX. Clean and organize scrubber room Mon: Clean both mezzanines – Deck brush, Clean and disinfect pigeons' droppings, dust ball from base of walls, dust layer from floor on both mezzanines and S/Ws (Mosholu Pkwy). Tue: Clean digital screens from Platform and mezzanine- Thoroughly clean and wipe all digital screens. 				
 Wed: Clean Mezzanine walls- Wipe and clean all mezzanine wall tiles. Thu: Wash all S/Ws on station – Deck brush, Clean and disinfect all S/Ws in the station. Fri: Clean Platform ADA tiles - Remove stains and scuff marks from ADA tiles on both sides of platforms. Sat: Remove stain from mezzanine floor – Thoroughly clean, mop, remove stain from both mezzanine floor. ***** Major Duties -Elevator - Clean and Polish [EL #500, #501, #502]. Remove gum. Sweep, mop, disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators on station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom. 				

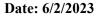
Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	r Pick Pick Effective Date: 7			7/16/2023
Job#	H	ours	RC#	
NC0201 Station North	07	/00 - 1500		2754
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	Kingsbridge Rd	B D	N220	0700 - 1000
*General Duties- see below				
** Elevator Duties – see below	Kingsbridge Rd	B D	N220	1000 - 1030
Lunch	Kingsbridge Rd	B D B D	N220	1030 - 1100
*General Duties- see below	Kingsbridge Rd	B D B D	N220	1100 - 1300
** Elevator Duties – see below	Kingsbridge Rd	B D	N220	1300 - 1330
***Major Duty- see below	Kingsbridge Rd	B D	N220	1330 - 1400
*General Duties- see below	Kingsbridge Rd	B D B D	N220	1400 - 1500
Report Off Duty.	Kingsbridge Rd	B D	N220	1500 -
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including both sides of Grand Concourse. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restroom. Mop public restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Elevator Duties - Clean and polish [ELE #189, 190, 191]. Remove gum. Sweep, mop, disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators on station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom. *****Major Duty Cleaning- Sun: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Mon: ADA Tactile Cleaning - Deck brush, remove stain from ADA tactile on both platforms. Wed: Booth- Clean booth [booth N220] interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

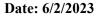
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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0201A Station North		0700 - 1500		2754
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	Fordham Rd	B D	N217	0700 - 1000
General Duties- see below				
Major Duty- see below	Fordham Rd	B D	N217	1000 - 1100
Lunch	Fordham Rd	B D	N217	1100 - 1130
General Duties- see below	Fordham Rd	B D	N217	1130 - 1330
Major Duty- see below	Fordham Rd	B D	N217	1330 - 1400
General Duties- see below	Fordham Rd	B D	N217	1400 - 1500
Report Off Duty.	Fordham Rd	B D	N217	1500 -
General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including both sides of Grand Concourse. Scrap all mezzanines, control areas, platforms, anderpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Furnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and samitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glu residue. Sanitize all touch points. Clean EFR and employce restroom. Mop public restrooms. Dedorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Major Duty Cleaning - Platforms Sun: Booth- Clean booth [booth R203] interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Mon: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remov does debris from refuse inserts and disinfect. Tue: Cleaning Digital Panels (weekly)- Remove stains and scuff marks from all Digital Panels on D platforms. Wed: Supply Room- Tidy and organize supply rooms. Reipo eempty boxes. Wipe down top of Fire Extinguishers. Thu: Employce Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty ref: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemi	e s e y y			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date:		7/16/2023	
Job#		Hours		RC#
NC0202 Station North		0700 - 1500		2754
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	182-183 Sts	B D	N215	0700 - 0845
*General Duties- See below	182-183 Sts	B D	N215	0845 - 0915
**Major Duties - See below		B D B D	N213	0915 - 1115
*General Duties- See below	Tremont Av			
Lunch	Tremont Av	B D	N213	1115 - 1145
****Major Duties – See Below	Tremont Av	B D	N213	1145 - 1230
***Major Duties – Elevators, See below	Tremont Av	B D	N213	1230 - 1250
*General Duties- (re-scrap station, empty trash receptacles)	Tremont Av	B D	N213	1250 - 1350
*General Duties- (re-scrap station, empty trash receptacles)	182-183 Sts	B D	N215	1400 - 1500
Report Off Duty.	182-183 Sts	B D	N215	1500 -
around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETS/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Wipe sand box. Disinfect benches. Clean and wipe map frames. Remove trash from Booth, wipe exterior of booth. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Major Duty Cleaning Sun: - Employee Facility Room, CTA room, and other rooms - Deck Brush and bucket wash all rooms. Mon: Clean Unmanned Mezzanine and walls tiles at Tremont Ave (Platform wall tiles at 182 Street) – Wipe all walls tiles in back mezzanine including passageway and S/Ws at Tremont Ave. Remove stains and scuff marks from floor. Wipe both platform wall tiles at 182-183 Street. Tue: Deck brush platform floor – Deck brush floor on both platforms, remove stains and scuff marks from floor. Wipe all walls tiles in mezzanine including passageway. Remove stains and scuff marks from floor. Wipe both platform wall tiles at 182-183 Street. True: Clean Ummanned Mezzanine and walls tiles at Tremont Ave (Platform wall tiles at 182 Street) – Wipe all walls tiles in back mezzanine including passageway and S/Ws at Tremont Ave. Remove stains and scuff marks from floor. Wipe both platform wall tiles at 182-183 Stree	n			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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STAC Summer Pick Pick Effective Date:		7/16/2023		
Job#		Hours		RC#
NC0203 Station North		0700 - 1500		2754
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	174-175 Sts	B D	N210	0700 - 0900
*General Duties- See below				
**Major Duties - See below	174-175 Sts	B D	N210	0900 - 0930
*General Duties- See below	170 St	B D	N209	0940 - 1130
Lunch	170 St	B D	N209	1130 - 1200
**Major Duties - See below	170 St	B D	N209	1200 - 1245
*General Duties- (re-scrap station, empty trash receptacles)	170 St	B D	N209	1245 - 1330
*General Duties- (re-scrap station, empty trash receptacles)	174-175 Sts	B D	N210	1340 - 1500
Report Off Duty.	174-175 Sts	B D	N210	1500 -
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Clean office room. Wipe sand box. Disinfect benches. Clean and wipe map frames. Remove trash from Booth, wipe exterior of booth. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Major Duty Cleaning Sun: - Employee Facility Room, CTA room, and other rooms – Clean, mop and bucket wash all rooms, including office room. Mon: Clean unmanned mezzanine floor and walls tiles– Wipe all walls tiles at unmanned mezzanines including passageway and S/Ws. Remove stains and scuff marks from floor. Tue: Deck brush platform floor – Deck brush floor on both platforms, remove stain and dust from floor, including ADA tactile. Wed: Clean Main mezzanine floor and walls- Deck brush walls in mezzanine including passageway. Remove stains and scuff marks from floor. Thu: Clean unmanned mezzanine floor and walls tiles– Wipe all walls tiles at unmanned mezzanines includin				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC	Summer Pick Pick Effective Date:		7/16/2023		
Job#			Hours		RC#
NC0204	Station North		0700 - 1500		2754
INSTRUCTIO	DNS	STATION	LINE	воотн	HOURS
	Sunday-Saturday				
Report On Duty	7 In Full Uniform	155 St	B D	N202	0700 - 0900
*General Duties	s- See below				
**Major Duties	- See below	155 St	B D	N202	0900 - 0930
*General Duties	s- See below	167 St	B D	N207	0940 - 1130
Lunch		167 St	B D	N207	1130 - 1200
**Major Duties	- See below	167 St	B D	N207	1200 - 1245
5	s- (re-scrap station, empty trash receptacles)	167 St	B D	N207	1245 - 1330
	s- (re-scrap station, empty trash receptacles)	155 St	B D	N202	1340 - 1500
Report Off Dut		155 St	B D	N202	1500 -
around all stree disinfect all stati including OMN station signs. W spills and drag Disinfect all uri platform and ou all touch points Wipe sand box.	for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft t stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & rway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas Y validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and Vipe down sandboxes. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). ne areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, ttside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize . Clean EFR and employee restrooms. Clean office room. Disinfect benches. Clean and wipe map frames. Remove trash from Booth, wipe exterior of booth. .ntire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
Mon: Clean uni and S/Ws. Rem Tue: Deck brus tactile. Wed: Clean Me from main mez Thu: Clean Uni Remove stains a Fri: Clean Refu Sat: Clean Maii	Cleaning e Facility Room, CTA room, and other rooms - Deck Brush and bucket wash all rooms. nanned mezzanine floor and walls tiles– Wipe all walls tiles at unmanned mezzanines including passageway ove stains and scuff marks from floor. h platform floor – Deck brush floor on both platforms, remove stain and dust from floor, including ADA zzanine and walls- Deck brush walls in mezzanine including passageway. Remove stains and scuff marks ranned Mezzanine floor and walls: Wipe all walls tiles in back mezzanine including passageway and S/Ws. and scuff marks from floor. se rooms – Thoroughly wash, clean, disinfect refuse rooms. n Mezzanine and walls- Deck brush walls in mezzanine including passageway. Remove stains and scuff in mezzanine and S/Ws.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick F	Effective Date	e: 7/16/2023
Job#	н	lours		RC#
NC0205 Station North	0	700 - 1500		2754
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	161 St Yankee	B D	N203	0700 - 1000
*General Duties- see below	Stadium			
** Elevator Duties – see below	161 St Yankee Stadium	B D	N203	1000 - 1030
Lunch	161 St Yankee Stadium	B D	N203	1030 - 1100
*General Duties- see below	161 St Yankee	B D	N203	1100 - 1200
***Public Restroom Duties (1200-1330) – see below	Stadium 161 St Yankee	B D	N203	1200 - 1300
Note- If public restrooms out of service, listed	Stadium		11203	1200 - 1300
General Duties will be performed:	161 St Yankee	B D	N203	1300 - 1330
** Elevator Duties – see below	Stadium		N203	1300 - 1330
***Major Duty- see below	161 St Yankee	B D	N203	1330 - 1400
	Stadium 161 St Yankee	B D	N203	1400 - 1500
*General Duties- see below	Stadium			1500
Report Off Duty.	161 St Yankee Stadium	B D	N203	1500 -
*General Duties-Daily				
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft				
around all street stairways including both sides of River Avenue S/Ws leading to B, D, 4 line and sides of 161 Street at				
Walton Ave. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY				
validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs.				
Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas.				
Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect				
gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean				
all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and				
employee restroom. Mop public restrooms, as needed. Remove stain and spot clean ADA tactile. Deodorize the entire				
station upon arriving and departing each station you are assigned to clean during your tour of duty.				
**Elevator Duties -				
Clean and polish [ELE #131, 132, 133, 134, 135]. Remove gum. Sweep, mop, disinfect elevator floors. Wipe down interior				
and exterior panels/ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators				
on station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down				
the safety edge with a dry rag from top to bottom.				
***Public Toilet Duties				
Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers				
(if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti				
and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper				
towels, toilet seat covers and soap as needed. Allow bathroom to dry 10 minutes before reopening.				
****Major Duty Cleaning-				
Sun: Booth- Clean booth [booth N203] interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including				
Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris.				
Mon: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove				
loose debris from refuse inserts and disinfect.				
Tue: Cleaning Digital Panels (weekly)- Remove stains and scuff marks from all Digital Panels on D platforms.				
Wed: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers.				
Thu: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty				
trash can, sweep, mop and disinfect floors. Wipe down top of FX. Fri: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical				
bottles. Wipe down Fire Extinguishers. Restock supplies.				
Sat: Supt. Office- Clean desks, table tops, Quench unit, refrigerator and microwave. Sweep and mop floors, disinfect. Clean				
employee toilet inside of office.				
				I

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick E	Effective Date	: 7/16/2023
Job#	На	ours		RC#
NC0206 Station North		00 - 2300		2754
INSTRUCTIONS	STATION	LINE	воотн	HOURS
	STATION		boom	ΠΟΟΚ5
Sunday-Saturday	No		N1224	1500 1(20
Report On Duty In Full Uniform	Norwood 205 St	D	N224	1500 - 1630
*General Duties- See below				
**Public Restroom Duties and Open public toilets – see below Note- If public restrooms out of service, listed General Duties will be performed	Norwood 205 St	D	N224	1630 - 1700
***Major Duties - See below	Norwood 205 St	D	N224	1700 - 1730
***RTO Cleaning - See below	Norwood 205 St	D	N224	1730 - 1800
Lunch	Norwood 205 St	D	N224	1800 - 1830
***RTO Cleaning - See below	Bedford Pk Blvd	B D	N222	1840 - 1910
****Major Duties – Elevators, See below	Bedford Pk Blvd	B D	N222	1910 - 1930
*General Duties- See below	Bedford Pk Blvd	B D	N222	1930 - 2115
.***Major Duties - See below	Bedford Pk Blvd	B D	N222	2115 - 2145
*General Duties- (re-scrap station, empty trash receptacles)	Bedford Pk Blvd	B D	N222	2145 - 2220
*General Duties- (re-scrap station, empty trash receptacles)	Norwood 205 St	D	N224	2230 - 2300
Report Off Duty.	Norwood 205 St	D	N224	2300 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platforms and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Wipe sand box. Disinfect benches. Clean and wipe map frames. Remove trash from Booth, wipe exterior of booth. Remove stain and spot clean ADA tactile. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed. Allow bathroom to dry 10 minutes before reopening. ***RTO Cleaning: Clean and disinfect RTO Men and Women toilets. Restock supplies in RTO restrooms. Remove trash from crew rooms and				
dispatchers room. Work per station GSS/ supervisor's direction. ****Major Duty Cleaning - (2115-2145) Sun: - Clean facility room, scrubber room, employees' restroom: Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX. Clean and organize scrubber room Mon: Clean both mezzanines – Deck brush, Clean and disinfect pigeons' droppings, dust ball from base of walls, dust layer from floor on both mezzanines and S/Ws (Mosholu Pkwy). Tue: Clean digital screens from Platform and mezzanine- Thoroughly clean and wipe all digital screens. Wed: Clean Mezzanine walls- Wipe and clean all mezzanine wall tiles. Thu: Wash all S/Ws on station – Deck brush, Clean and disinfect all S/Ws in the station. Fri: Clean Platform ADA tiles - Remove stains and scuff marks from ADA tiles on both sides of platforms. Sat: Remove stain from mezzanine floor – Thoroughly clean, mop, remove stain from both mezzanine floor ****** Major Duties -Elevator - Clean and Polish [EL #500, #501, #502]. Remove gum. Sweep, mop, disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators on station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Su	ımmer Pick		Pick I	Effective Date:	7/16/2023
Job#		н	ours		RC#
NC0206A	Station North	15	500 - 2300		2754
INSTRUCTIONS		STATION	LINE	воотн	HOURS
	Sunday-Saturday				
Report On Duty In F General Duties- see I		Kingsbridge Rd	B D	N220	1500 - 1800
Elevator Duties- see [ELE #189, 190, 191	below	Kingsbridge Rd	B D	N220	1800 - 1830
Major Duty- see belo		Kingsbridge Rd	B D	N220	1830 - 1900
Lunch		Kingsbridge Rd	B D	N220	1900 - 1930
General Duties- see l	below	Kingsbridge Rd	B D	N220	1930 - 2100
Elevator Duties- see	below	Kingsbridge Rd	B D	N220	2100 - 2130
General Duties- see l	below	Kingsbridge Rd	B D	N220	2130 - 2300
Report Off Duty.		Kingsbridge Rd	B D	N220	2300 -
around all street stain underpass, and passa Turnstiles, HEETs/H Standpipe Outlets. C Remove all stains, sp (use water only). Dis railings, stairways, pl residue. Sanitize all t the entire station upo Elevator Duties Clean and Polish [EI exterior panel/ledges station. Remove graf	asanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft ways including both sides of Grand Concourse. Scrap all mezzanines, control areas, platforms, geways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, XT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY lean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. bills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows infect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all latform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue ouch points. Clean EFR and employee restroom. Remove stain and spot clean ADA tactile. Deodorize on arriving and departing each station you are assigned to clean during your tour of duty. LE #189, 190, 191] Remove gum. Sweep, mop and disinfect elevator floors. Wipe down interior and on all levels (street, mezzanine and platforms). Clean interior and exterior glass on all elevators in the fiti, stickers and sticker/glue residue. Remove debris from elevator doors sills. Clean and wipe down the ry rag from top to bottom.				
Sensors and Fire Ext Mon: Refuse Room- loose debris from ref Tue: Cleaning Digita Wed: Supply Room- Thu: Employee Facil trash can, sweep, mo Fri: Scrubber Room- bottles. Wipe down H	 both N220, interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon inguishers. Empty garbage. Remove all debris. Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove use inserts and disinfect. I Panels (weekly)- Remove stains and scuff marks from all Digital Panels on D platforms. Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. ity Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty p and disinfect floors. Wipe down top of FX. Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical Fire Extinguishers. Restock supplies. eaning – Deck brush, remove stain from ADA tactile on both platforms. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	023 STAC Summer Pick Pick Effective Date:		7/16/2023		
Job#			Hours		RC#
NC0207 Station North			1500 - 2300		2754
INSTRUCTIONS		STATION	LINE	воотн	HOURS
	Sunday-Saturday				
Report On Duty In Full Uniform		170 St	B D	N209	1500 - 1700
*General Duties- See below					
**Major Duties - See below		174-175 Sts	B D	N210	1700 - 1730
*General Duties- See below		174-175 Sts	B D	N210	1740 - 2000
Lunch		174-175 Sts	B D	N210	2000 - 2030
**Major Duties - See below		174-175 Sts	B D	N210	2030 - 2100
*General Duties-(re-scrap station, empty trash	receptacles. Correct unsanitary conditions)	174-175 Sts	B D	N210	2100 - 2200
*General Duties-(re-scrap station, empty trash		170 St	B D	N209	2210 - 2300
Report Off Duty.	receptucies, concer unsumary conditions)	170 St	B D	N209	2300 -
including OMNY validators. Wipe down all d station signs. Wipe down sandboxes. Empty, of spills and drag marks on floor areas. Empty be Disinfect all urine areas, disinfect gutters and platform and outside areas (3 ft.) Clean all led all touch points. Clean EFR and employee rest Wipe sand box. Disinfect benches. Clean and	lish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows ar disinfect and clean chrome tops on all trash receptacles. Remove all stains, booth trash, clean exterior booth panels and booth windows (use water only) sanitary bases. Remove all pigeon droppings from all railings, stairways, dges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitiz strooms. wipe map frames. Remove trash from Booth, wipe exterior of booth. Remo the entire station upon arriving and departing each station you are assigned t	ze ove			
and S/Ws. Remove stains and scuff marks from Mon: Clean Refuse rooms – Thoroughly wash Tue: Clean Mezzanine Floor and walls- Deck marks from main mezzanine and S/Ws. Organ Wed: Employee Facility Room, CTA room, an room. Thu: Clean unmanned mezzanine floor and wa and S/Ws. Remove stains and scuff marks from Fri: Deck brush platform floor – Deck brush f tactile.	h, clean, disinfect refuse rooms. t brush walls in mezzanine including passageway. Remove stains and scuff nize supply room at 170 Street. and other rooms – Clean, mop and bucket wash all rooms, including office valls tiles– Wipe all walls tiles at unmanned mezzanines including passagewa	ay			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC S	Summer Pick	Pick Effective Date:		7/16/2023	
Job#		H	ours		RC#
NC0207A	Station North	15	00 - 2300		2754
INSTRUCTION	S	STATION	LINE	воотн	HOURS
	Sunday-Saturday				
Report On Duty In General Duties- Se		167 St	B D	N207	1500 - 1700
Major Duties- See	below	167 St	B D	N207	1700 - 1730
General Duties- Se	e below	Kingsbridge Rd	B D	N220	1740 - 1930
Lunch		Kingsbridge Rd	B D	N220	1930 - 2000
Major Duties- See	below	Kingsbridge Rd	B D	N220	2000 - 2100
1 -	t unsanitary conditions)	Kingsbridge Rd	B D	N220	2100 - 2150
Light General Duti		167 St	B D	N207	2200 - 2300
(re-scrap station, er Report Off Duty.	mpty trash receptacles, Correct unsanitary conditions)	167 St	B D	N207	2300 -
around all street sta disinfect all stairwa including OMNY v station signs. Wipe spills and drag man Disinfect all urine platform and outsid all touch points. Cl Wipe sand box. Di stain and spot clean clean during your t Major Duty Cleani Sun: - Clean Mezz from main mezzan	ng anine and walls- Deck brush walls in mezzanine including passageway. Remove stains and scuff marks ine and S/Ws.				
Remove stains and Tue: Clean Refuse Wed: Clean Main I marks from main r Thu: Employee Fac Fri: Clean Unmann Remove stains and	nned Mezzanine floor and walls: Wipe all walls tiles in back mezzanine including passageway and S/Ws. scuff marks from floor. rooms – Thoroughly wash, clean, disinfect refuse rooms. Mezzanine and walls- Deck brush walls in mezzanine including passageway. Remove stains and scuff nezzanine and S/Ws. cility Room, CTA room, and other rooms - Deck Brush and bucket wash all rooms. ned Mezzanine floor and walls: Wipe all walls tiles in back mezzanine including passageway and S/Ws. scuff marks from floor. atform floor – Deck brush floor on both platforms, remove stain and dust and dust balls from floor tile.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick Pick Effective Date: 7/16/2023 Job# Hours RC# NC0208 1500 - 2300 **Station North** 2754 **INSTRUCTIONS STATION** LINE BOOTH HOURS Sunday-Saturday N203 161 St Yankee ΒD 1500 - 1900 Report On Duty In Full Uniform Stadium *General Duties- see below **Public Restroom Duties (1530-1600) - see below Note- If public restrooms out of service, listed General Duties will be performed: Close Public Restrooms at [1900] hours ΒD N203 1900 - 1930 161 St Yankee Lunch Stadium 161 St Yankee ΒD N203 1930 - 2000 ***Escalator Duties – See below Stadium 161 St Yankee ΒD N203 2030 - 2100 ****Major Duties- see below Stadium 161 St Yankee ΒD N203 2100 - 2300 *General Duties- see below Stadium N203 2300 -Report Off Duty. 161 St Yankee ΒD Stadium *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft., please focus on sides of River Ave S/Ws) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean stain from ADA tactile. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed. Allow bathroom to dry 10 minutes before reopening. ***Elevator Duties- Clean and Polish [EL #131, #132, #133 & #134, 135. Remove gum. Sweep, mop, disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators on station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom. ****Major Duty Cleaning - (2030-2100) Sun: - Clean Mezzanine Tile walls- Remove stains and scuff marks from mezzanine tile walls" on D - Line. Mon: Supply Room- Tidy and organize chemical and dry supply rooms. Remove empty boxes. Wipe down Fire Extinguishers. Tue: Clean Platform Tile walls- Remove stains and scuff marks from platform tile walls" on D - Line. Wed: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thu: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX. Fri: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Sat: Office- Clean desks, table tops, Quench unit, refrigerator and microwave. Sweep and mop floors, disinfect.

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0209 Station North		0700 - 1500		2754
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	Mt Eden Av	4	R285	0700 - 0845
*General Duties- See below				
**Major Duties - See below	Mt Eden Av	4	R285	0845 - 0920
*General Duties- See below	170 St	4	R284	0930 - 1100
Lunch	170 St	4	R284	1100 - 1130
***Major Duties – Elevators, See Below	170 St	4	R284	1130 - 1200
**Major Duties - See below	170 St	4	R284	1200 - 1230
*General Duties- See below	170 St	4	R284	1230 - 1330
*General Duties- See below	Mt Eden Av	4	R285	1340 - 1500
Report Off Duty.	Mt Eden Av	4	R285	1500 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Clean Q-panels. Wipe sand box. Disinfect benches. Clean and wipe map frames. Remove stain and spot clean ADA tactile. Clean and disinfect pigeons' dropping. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
 Major Duty Cleaning Sun: - Clean Mezzanines and walls including Window ledges - Remove stains and scuff marks from mezzanines and S/Ws. Clean and wipe window ledges. Mon: Clean S/Ws thoroughly: Clean, mop, wipe all street, mezzanine, and platform S/Ws thoroughly. Tue: Clean Elevators - Thoroughly mop, wipe, clean, disinfect all elevators. Wed: Clean Q-panels on 4 line: clean, wipe Q-panels on N/B and S/B platform. Thu: Clean Mezzanine and walls including Window ledges - Remove stains and scuff marks from main mezzanine and S/Ws. Clean and wipe window ledges. Fri: Clean Q-panels on 4 line: clean, wipe Q-panels on S/B platform. Sat: Clean Q-panels on 4 line: clean, wipe Q-panels on N/B platform. *Elevator Duties- Clean and Polish [EL #506, #507, #508]. Remove gum. Sweep, mop, disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on 				
down interior and exterior panels/ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators on station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick l	Effective Date:	7/16/2023
Job#	H	ours		RC#
NC0210 Station North	07	00 - 1500	2763	
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
REPORT ON DUTY IN FULL UNIFORM.	Roosevelt Island	F	N602	0700 - 1000
*General Duties-see below *Major Duty-see below	Roosevelt Island	F	N602	1000 - 1030
LUNCH	Roosevelt Island	F	N602	1030 - 1100
**General Duties-see below	Roosevelt Island	F	N602	1100 - 1350
*Elevator Duties-see below	Roosevelt Island	F	N602	1350 - 1420
Note- If Elevators are out of	Roosevent Island	ľ	14002	1550 - 1420
service, listed General Duties will be performed				
*General Duties-see below	Roosevelt Island	F	N602	1420 - 1500
REPORT OFF DUTY.	Roosevelt Island	F	N602	1500 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform & mezzanine). Clean/Scrap 3ft around al street stairways including list areas outside station confines. Scrap all mezzanines, control areas, platforms, underpass, an passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppin from all railings, stairways, platform, and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezza floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base or trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch poin Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. "Deodorize the entire station up arriving and departing each station you are assigned to clean during your tour of duty." *Major Duty Cleaning-Sun: Booth N602 interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Hall Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Mon: Refuse housing- Wipe down exterior panel. Remove loose debris from housing floor. Bucket wash and disinfect housing Tue: Cleaning Q-Panels (weekly)- Remove stains and scuff marks from "Q-Panels" on platforms and mezzanine.	nd ngs nine f nts. on			
 Wed: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thu: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. En trash can, sweep, mop and disinfect floors. Wipe down top of FX. Fri: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Sat: Tile Walls: Bucket Wash lower portion of platform walls. Remove spit and shoe marks **Elevator Duties- Clean and polish EL403,EL404. Remove gum, sweep, mop, and disinfect elevator floors, wipe down interior and exterior panels/edges on all levels, (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators in the stat Remove debris from elevator door sills. Clean and wipe down the safety edge with dry rag from top to bottom. 	Dr.			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick E	ffective Date:	7/16/2023
Job#		Hours		RC#
NC0211 Station North		0700 - 1500		2754
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty Full In Uniform.	125 St	A B C D	N026	0700 - 1000
*General Duties- see below				
**Elevator Duties – see below	125 St	ABCD	N026	1000 - 1030
Lunch	125 St	ABCD	N026	1030 - 1100
*General Duties- see below	125 St	ABCD	N026	1100 - 1200
***Public Restroom Duties	125 St	ABCD	N026	1200 - 1300
Note- If public restrooms out of service, listed General Duties will be performed	125 50		11020	1200 1300
**Elevator Duties – see below	125 St	A B C D	N026	1300 - 1330
****Major Duty- see below	125 St	A B C D	N026	1330 - 1400
*General Duties- see below	125 St	A B C D	N026	1400 - 1500
Report Off Duty	125 St	A B C D	N026	1500 -
*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restroom. Mop public restrooms, as needed. Remove stain and spot clean ADA tactile. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Elevator Duties –Major duties Clean and polish all elevators. Remove gum. Sweep, mop, disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators on station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.				
Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed. Allow bathroom to dry 10 minutes before reopening. *Major Duty Cleaning- Sun: Booth- Clean booth [booth N26] interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Value Senergy and Eiro Entingmishary. Empty cachage Remova all debris.				
 Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Mon: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Tue: Cleaning Digital Panels (weekly)- Remove stains and scuff marks from all Digital Panels on entire station. Wed: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thu: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX. Fri: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Sat: Supt. Office- Clean desks, table tops, Quench unit, refrigerator and microwave. Sweep and mop floors, disinfect. Clean employee toilet inside of office. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#	Ηοι	RC#		
NC0212 Station North	070	2763		
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
REPORT ON DUTY IN FULL UNIFORM *General Duties- see below	Lexington Av/53 St	E M	N305	0700 - 1000
*Major Duty- see below	Lexington Av/53 St	E M	N305	1000 - 1030
LUNCH	Lexington Av/53 St		N305	1030 - 1100
*General Duties- see below	Lexington Av/53 St		N305	1100 - 1350
*Elevator Duties- see below Note- If Elevators are out of service, listed General Duties will be performed	Lexington Av/53 St	EM	N305	1350 - 1420
**General Duties- see below	Lexington Av/53 St	EM	N305	1420 - 1500
REPORT OFF DUTY.	Lexington Av/53 St	ЕМ	N305	1500 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including list areas outside station confines. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty."				
 *Major Duty Cleaning- Sun: Booth- Clean booth N305 interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Mon: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Tue: Clean and polish Escalator railings Esc243,244,245,246,269. Wed: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thu: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX. Fri: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Sat: Booth- Clean booth N306 interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. 				
**Elevator Duties Clean and polish EL245. Remove gum, sweep, mop, and disinfect elevator floors, wipe down interior and exterior panels/edges on all levels, (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators in the station. Remove debris from elevator door sills. Clean and wipe down the safety edge with dry rag from top to bottom.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0213 Station North		0700 - 1500		2761
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
REPORT ON DUTY IN FULL UNIFORM.	7 Av	B D E	N301	0700 - 0900
**General Duties- see below				
**Bathrooms duties **General Duties-see below	5 Av/53 St	E M	N303	0910 - 1130
**General Duties-see below **Bathrooms duties	5 AV/55 St		11303	0910 - 1150
LUNCH	5 Av/53 St	EM	N303	1130 - 1200
**General Duties- see below	5 Av/53 St	E M	N303	1200 - 1300
* *Major Duty (1200-1230)				
*Major Duty- see below	7 Av	B D E	N301	1310 - 1500
Report Off Duty.	7 Av	B D E	N301	1500 -
 **General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including list areas outside station confines. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." **Major Duty Cleaning- Sun: Booth - Clean booth N301 or N303 interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Mon: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Wed: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thu: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down all organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Sat: Solar cans- mop and scrap inter				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023	
Job#	Н	ours		RC#	
NC0214 Station North	1500 - 2300			276	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
REPORT ON DUTY IN FULL UNIFORM.	Roosevelt Island	F	N602	1500 - 1900	
*General Duties- see below	Decession 14 July 1	E	NKO2	1000 1020	
LUNCH	Roosevelt Island	F	N602	1900 - 1930	
*General Duties-see below **Elevator Duties-see below	Roosevelt Island	F	N602	1930 - 2030	
*Major Duties-see below	Roosevelt Island	F	N602	2030 - 2100	
*General Duties-see below	Roosevelt Island	F	N602	2100 - 2300	
*Bathroom Duties-see below					
REPORT OFF DUTY.	Roosevelt Island	F	N602	2300 -	
*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including list areas outside station confines. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeo droppings from all railings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all tra- receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzani floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. "Deodorize the entire station upor arriving and departing each station you are assigned to clean during your tour of duty." **Bathroom duties: Employee Toilets/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffit and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed. Allow bathroom to dry 10 minutes before reopening.	ash ine s. n s ti				
 ****Major Duty Cleaning - (2030-2100) Sun: - Clean Mezzanine Tile walls- Remove stains and scuff marks from mezzanine tile walls. Mon: Supply Room- Tidy and organize chemical and dry supply rooms. Remove empty boxes. Wipe down Fire Extinguishers. Tue: Clean Platform Tile walls- Remove stains and scuff marks from platform tile walls. Wed: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thu: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Em trash can, sweep, mop and disinfect floors. Wipe down top of FX. Fri: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Sat: Stairwells Upper Mezzanine to lower Mezzanine level. **Elevator Duties Clean and polish EL403, EL404. Remove gum, sweep, mop, and disinfect elevator floors, wipe down interior and exterior panels/edges on all levels, (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators in the static Remove debris from elevator door sills. Clean and wipe down the safety edge with dry rag from top to bottom. 	pr				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0215 Station North		1500 - 2300		2763
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
REPORT ON DUTY IN FULL UNIFORM.	5 Av/53 St	ΕM	N303	1500 - 1900
*General Duties- see below				
*Bathroom Duties-see below				
LUNCH	5 Av/53 St	ΕM	N303	1900 - 1930
*General Duties- see below	5 Av/53 St	ΕM	N303	1930 - 2100
*Major Duties- see below				
*Bathroom Duties-see below				
*General Duties- see below	5 Av/53 St	ΕM	N303	2100 - 2300
*Major Duties- see below				
*Bathroom Duties-see below				
Report off duty.	5 Av/53 St	EM	N303	2300 -
*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including list areas outside station confines. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty."				
Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed. Allow bathroom to dry 10 minutes before reopening.				
 ****Major Duty Cleaning - (2030-2100) Sun: - Clean Mezzanine Tile walls- Remove stains and scuff marks from mezzanine tile walls Mon: Supply Room- Tidy and organize chemical and dry supply rooms. Remove empty boxes. Wipe down Fire Extinguishers. Tue: Clean Platform Tile walls- Remove stains and scuff marks from platform tile walls Wed: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thu: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX. Fri: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Sat: Clean platform Tile walls- Remove stains and scuff marks from platforms tile walls 				
** Major Duty Cleaning: (2140-2250) Madison Ave: Bucket Wash Stairways mezzanine/exit, Control/Unpaid Area/Mezzanine Walls, Clean Signage, Rails And Ledges And Disinfect Gutters. Remove graffiti, stickers, and sticker/glue residue. Sweep mop, clean And polish All Railings surrounding Madison Ave Escalators. Clean all MVM's, MEM's, HPI's, ON-the-Go and AFC Equipment.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick Ef	fective Date:	7/16/2023
Job#	Ηοι	ırs		RC#
NC0216 Station North	1500	0 - 2300		2763
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
REPORT ON DUTY IN FULL UNIFORM.	Lexington Av/53 St	EM	N305	1500 - 1900
*General Duties-see below				
*Bathroom Duties-see below	I	F 16	21205	1000 1000
LUNCH	Lexington Av/53 St		N305	1900 - 1930
**General Duties-see below **Elevator Duties-see below	Lexington Av/53 St	EM	N305	1930 - 2030
***Major Duties-see below	Lexington Av/53 St	EM	N305	2030 - 2100
*General Duties-see below	Lexington Av/53 St	ЕM	N305	2100 - 2300
*Bathroom Duties-see below				
REPORT OFF DUTY.	Lexington Av/53 St	E M	N305	2300 -
*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including list areas outside station confines. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." ***Bathroom duties: Employee Toilets/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed. Allow bathroom to dry 10 minutes before reopening.				
 **Major Duty Cleaning - (2030-2100) Sun: - Clean Mezzanine Tile walls- Remove stains and scuff marks from mezzanine tile walls. Restock supplies. Mon: Supply Room- Tidy and organize chemical and dry supply rooms. Remove empty boxes. Wipe down Fire Extinguishers. Tue: Escalator railings and metal coping ESC 243, 244, 245, 246, 269. Wed: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thu: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX. Restock supplies. Fri: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Sat: Employee restrooms - Wipe down all surfaces including seats and modesty panels. Empty all trash cans, sweep, mop and disinfect floors. Replenish paper stock and soap in restrooms as needed. Restock supplies. **Elevator Duties Clean and polish EL245). Remove gum, sweep, mop, and disinfect elevator floors, wipe down interior and exterior panels/edges on all levels, (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators in the station. Remove debris from elevator door sills. Clean and wipe down the safety edge with dry rag from top to bottom. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0217 Station North		1500 - 2300		2761
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
REPORT ON DUTY IN FULL UNIFORM.	86 St	B C	N043	1500 - 1830
** GENERAL DUTIES, *BATHROOM DUTIES				
LUNCH	86 St	B C	N043	1830 - 1900
** GENERAL DUTIES, *BATHROOM DUTIES	96 St	B C	N040	1910 - 2140
*** MAJOR CLEANING (1930 - 2000)			210.42	2150 2200
Re-scrap The Entire Station. Sweep All Stairs. Disinfect All Urine Areas. Empty And Clean All Trash Receptacles.	86 St	B C	N043	2150 - 2300
REPORT OFF DUTY				
	86 St	B C	N043	2300 -
MAJOR CLEANING Daily *Major Duty EFR - Wipe Down Lockers, Tables, Benches/Chairs, Microwaves and Refrigerators. Mop Floor And Wipe Down Fire Extinguishers. *** General Duties Sweep all street, mezzanine and platform stairways. Wipe down all platform stairway handrails. Clean/scrap 3ft around all street stairways. Clean coping of all stairways. Scrap mezzanine and entire platforms (ends) and behind stairways. Remove all stains and drag marks. Remove gum from floors. Disinfect/clean all urine and unsanitary areas including platform ends. Clean around and wipe down benches. Empty and disinfect all trash receptacles. Clean and polish trash receptacle tops and chromes. Clean interior of trash receptacle base and remove statins on floor at base of trash receptacle. Wipe down wall or structure behind/adjacent to trash receptacle. Remove graffiti from non-painted surface/signs. Remove stickers/residue. Polish FSMF, Fire hose box, HPI, CIC and all AFC equipment (turnstiles, MVMs, MEMs, HEETs. Clean all public telephones/casings, clean canister housing, and sandboxes. Remove all dust balls from mezzanine and platform gutters and drains. Clean Booth exterior window and empty waste basket, clean and organize CTA room. * Bathroom Duties Clean and disinfect employee's toilets and urinals, commodes, sink, mirrors. Empty trash and mop floors. Wipe down all modesty panels and walls. Remove graffiti from non-painted surfaces and remove all stickers/residue. Re-stock with soap and tissue.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick

Pick Effective Date: 7/10	6/2023
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Date: 6/2/2023

		ours		RC#
NC0218 Station North	2.	300 - 0700		2764
NSTRUCTIONS	STATION	LINE	BOOTH	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	34 St Herald Sq	B D F M	N506	2300 -
General Duties- see below. Perform at NQRW Lines: A22/A25/N506/Path Passageway, N/S/B Platforms.	34 St Herald Sq	B D F M	N506	2300 - 0100
*Public Restroom Duties- see below.	34 St Herald Sq	B D F M	N506	0100 - 0200
Note- In lieu of toilets reopening or if out of ervice, listed General Duties will be performed				
**Elevator Duties- see below. EL213	34 St Herald Sq	BDFM	N506	0200 - 0230
Lunch	34 St Herald Sq	B D F M	N506	0230 - 0300
****Major Duty Cleaning- see below.	34 St Herald Sq	BDFM	N506	0300 - 0400
General Duties- See Above	34 St Herald Sq	BDFM	N506	0400 - 0700
Perform at NQRW Lines: A22/A25/N506/Path Passageway, N/S/B Platforms.				
Report off duty.	34 St Herald Sq	B D F M	N506	0700 -
General Duties nspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft round all street stairways including. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe lown & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control reas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash eceptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benche Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Deodorize the entire station upon arriving and leparting each station you are assigned to clean during your tour of duty. **Public Restroom Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti nd stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper owels, toilet seat covers and soap as needed). **Elevator Cleaning Duties Clean and polish elevators indicated above. Remove gum. Sweep, mop, disinfect elevator floors. Wipe down interior and xterior panels/ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators on tation. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills.				
 ***Major Duty Cleaning Sun: N/B ""R"" Platform Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and mpty boxes. Remove loose debris from refuse inserts and disinfect. Mon: A025 Employee Toilet- Clean Men and or Women's: Wash Walls and Floors. Wipe down all surfaces- walls, modes anels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffit and stickers including residue. Empty trash cans. Sweep, mop and disinfect the loor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Fue: S/B ""R"" Platform Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and mpty boxes. Remove loose debris from refuse inserts and disinfect. Wed: AFC Equipment/Chrome Surfaces- A022 Passageway/Mezzanine. Clean and Polish all Turnstiles, MVMs, MEMs, HEETs, HXTs and wipe down OMNY Validators. AFC Equipment/Chrome Surfaces- A025/N507 Mezzanines. Clean and Polish all Turnstiles, MVMs, MEMs, HEETs, HXTs and wipe down OMNY Validators. Clean and Polish all Turnstiles, MVMs, MEMs, demas, HEETs, HETs, HXTs and wipe down OMNY Validators. Clean and polish all chrome surfaces between N506 mezzanine and Polish all Curnstiles, MVMs, MEMs, MEMs, HEETs, HXTs and wipe down OMNY Validators. Clean and polish all Turnstiles, MVMs, MEMs, HEETs, HXTs and wipe down OMNY Validators. Clean and Polish all Turnstiles, MVMs, MEMs, HEETs, HXTs and wipe down OMNY Validators. Tri: AFC Equipment/Chrome Surfaces- N505 Mezzanines. Clean and Polish all Turnstiles, MVMs, MEMs, HEETs, HXTs and wipe down OMNY Validators. Sat: AFC Equipment/Chrome Surfaces- N505K Mezzanine/Passageway. Clean and Polish all Turnstiles, MVMs, MEMs, HEETs, HXTs and wipe down OMNY Validators. Clean and polish all Chrome surfaces in N505K mezzanine and 35th 	7			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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Pick Effective Date: 7/16/2023
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Date: 6/2/2023

Job#	н	ours		RC#	
NC0218A Station North	23	2300 - 0700			
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform.	34 St Herald Sq	B D F M	N506	2300 -	
*General Duties- see below. Perform at BDFM Lines: N505K, 35th Street Passageway, N507, Gold Brick Wall Passageway, and S/Ws M7A/B leading to Path Trains.	34 St Herald Sq	B D F M	N506	2300 - 2400	
**Escalator Duties- see below. Perform at ES231/232/235/236	34 St Herald Sq	B D F M	N506	2400 - 0400	
Lunch	34 St Herald Sq	B D F M	N506	0400 - 0430	
***Major Duty Cleaning- see below.	34 St Herald Sq	B D F M	N506	0430 - 0530	
*General Duties- see below. Perform at BDFM Lines: N505K, 35th Street Passageway, N507, Gold Brick Wall Passageway, and S/Ws M7A/B leading to Path Trains.	34 St Herald Sq	BDFM	N506	0530 - 0700	
Report off Duty	34 St Herald Sq	B D F M	N506	0700 -	
 *General Duties Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty disinfect and clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and bench Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Escalator Duties- Contact Elevator and Escalator Unit prior to cleaning, shutdown, and restart, (212) 424-4497 Shutdown and clean escalators indicated above. Remove gum and mop upper and lower landings. Clean and polish exteries and interior of Escalator panels. Clean adjacent tile walls Remove graffiti, stickers, and sticker/glue residue. ***Major Duty Cleaning Sun: S/B ""F"" Platform Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Mon: N/B "F" Platform Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. R	esty s				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick Ef	ffective Date:	7/16/2023	
Job#	Н	ours		RC#	
NC0218B Station North	23	00 - 0700		2764	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform. Elevator Duties- see below. Perform at EL209, EL210	34 St Herald Sq	B D F M	N506	2300 - 2400	
Escalator Duties- see below. Perform at ES229/230/233/234	34 St Herald Sq	B D F M	N506	2400 - 0400	
Lunch	34 St Herald Sq	B D F M	N506	0400 - 0430	
Elevator Duties- see below. Perform at EL211, 212	34 St Herald Sq	B D F M	N506	0430 - 0530	
Major Duty Cleaning	34 St Herald Sq	B D F M	N506	0530 - 0630	
Elevator Duties- see below. Perform at EL209, EL210	34 St Herald Sq	B D F M	N506	0630 - 0700	
Report off duty	34 St Herald Sq	B D F M	N506	0700 -	
Elevator Duties_ Clean and polish. Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels, street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom. Escalator Duties- Contact Elevator and Escalator Unit prior to cleaning, shutdown, and restart, (212) 424-4497 Shutdown and clean escalators indicated above. Remove gum and mop upper and lower landings. Clean and polish exterior and interior of Escalator panels. Clean adjacent tile walls Remove graffiti, stickers, and sticker/glue residue." Major Duty Cleaning Sun: N507 Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX. Mon: AFC Equipment in A022/N506/N505- Clean and Polish all Turnstiles, MVMs, MEMs, HEETs, HXTs and wipe down OMNY Validators. Tue: AFC Equipment in A025/N507- Clean and Polish all Turnstiles, MVMs, MEMs, HEETs, HXTs and wipe down OMNY Validators. Tue: AFC Equipment in A025/N507- Clean and Polish all Turnstiles, MVMs, MEMs, HEETs, HXTs and wipe down OMNY Validators. Wed: ""R"" Line A022Mezz/Street Stairways S4, M4A/B, S8, M8A/B- Clean/Wash S/Ws, Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls. Thu: ""R"" Line A025 Mezz Stairways ML2A/B, ML6A/B- Clean/Wash S/Ws, Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls. Fri: ""R"" Line A025 Mezz Stairways S5A/B, M5A/B, M7A/B, M7A/B- Clean/Wash S/Ws, Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls.					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0219 Station North		2300 - 0700		2764
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report on Duty in Full Uniform	14 St	F M	N512	2300 -
*General Duties- see below.	14 St	F M	N512	2300 - 0100
Perform at: S/B Street/Mezzanine/Platform S/W's, N511/N512 Control Areas, S/B Passageway.				
*General Duties- see below. Perform at ""L"" line BMT Passageway leading to 1/2/3 Lines.	14 St	F M	N512	0100 - 0200
Lunch	14 St	F M	N512	0200 - 0230
**Major Cleaning "Floors"-see below.	14 St	F M	N512	0230 - 0330
***Major Duty Cleaning- see below.	14 St	F M	N512	0330 - 0400
*General Duties- see below.	14 St	F M	N512	0400 - 0600
Perform at: S/B Street/Mezzanine/Platform S/W's, N511/N512 Control Areas, S/B Passageway.				
*General Duties- see below. Perform at ""L"" line BMT Passageway leading to 1/2/3 Lines.	14 St	F M	N512	0600 - 0700
Report off duty	14 St	F M	N512	0700 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Major Cleaning Duties Floors- F Line S/B Platform/Mezzanines/Passageway Spot Mop/Deck all stains, spills, drag marks from floor areas. Remove all graffiti and stickers- do not leave residue. "**Major Duty Cleaning Sun: ""F"" S/B Platform Stairways P1, P3- Clean/Wash S/Ws, Remove All Stickers and Graffiti from Adjacent Surfaces-				
Tile Walls. Mon: ""F"" S/B Platform Stairways P5, P7- Clean/Wash S/Ws, Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls.				
Tue: ""F"" S/B Platform Stairways P9, P10- Clean/Wash S/Ws, Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls.				
Wed: ""F"" S/B Platform Stairways P11 P12- Clean/Wash S/Ws, Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls.	-			
Thu: ""F"" S/B Platform Stairways PL1, PL3- Clean/Wash S/Ws, Remove All Stickers and Graffiti from Adjacent Surfaces Tile Walls.	-			
Fri: ""L"" Line BMT Passageway- Spot Mop/Deck all stains, spills, dragmarks from floor areas. Remove all graffiti and stickers- do not leave residue.				
Sat: AFC Equipment in N511/N512 Control Areas- Clean and Polish all Turnstiles, MVMs, MEMs, HEETs, HXTs and wipe down OMNY Validators"				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0219A Station North		2300 - 0700		2764
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report on Duty in Full Uniform	14 St	F M	N512	2300 - 0100
General Duties- see below. Perform at: N/B Street/Mezzanine/Platform S/W's, N510/N513 Control Areas, N/B Passageway.				
General Duties- see below. Perform at ""L"" line/H003 Control Area.	14 St	F M	N512	0100 - 0300
Lunch	14 St	F M	N512	0300 - 0330
Major Cleaning "Floors" -see below.	14 St	F M	N512	0330 - 0430
Major Duty Cleaning- see below.	14 St	F M	N512	0430 - 0500
General Duties- see below. Perform at:	14 St	F M	N512	0500 - 0600
N/B Street/Mezzanine/Platform S/W's, N510/N513 Control Areas, N/B Passageway.	14 St	F M	N512	0600 - 0700
General Duties- see below. Perform at ""L"" line/H003 Control Area. Report off duty	14 St	F M	N512 N512	0700 -
General Duties Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." Major Cleaning Duties ""Floors""- ""L" Island Platform/Mezzanines Spot Mop/Deck all stains, spills, drag marks from floor areas. Remove all graffiti and stickers- do not leave residue." Major Duty Cleaning Sun: "L" Platform Stairways P8, P9- Clean/Wash S/Ws, Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls Mon: "L" Platform Stairways PL1, PL3, PL5- Clean/Wash S/Ws, Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls Tue: "L" Platform Stairways PL2, PL4, PL6- Clean/Wash S/Ws, Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls Twe: "L" Platform Stairways P5, P6- Clean/Wash S/Ws, Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls Thu: "L" Platform Stairways P4, ML1A/B- Clean/Wash S/Ws, Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls Thu: "L" Platform Stairways P4, ML1A/B- Clean/Wash S/Ws, Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls Thu: "L" Platform Stairways P4, ML1A/B- Clean/Wash S/Ws, Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls Th	-			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0220 Station North		2300 - 0700		2764
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	23 St	F M	N509	2300 -
*General Duties- see below	23 St	F M	N509	2300 - 0300
Lunch	23 St	F M	N509	0300 - 0330
** Major Cleaning "Floors"- see below, N/B Platform	23 St	F M	N509	0330 - 0430
** Major Cleaning "Floors"- see below, S/B Platform	23 St	F M	N509	0430 - 0530
***Major Duty Cleaning-see below	23 St	F M	N509	0530 - 0630
*General Duties- see below	23 St	F M	N509	0630 - 0700
Report Off Duty.	23 St	F M	N509	0700 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benc Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodor the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Major Cleaning "Floors" N/S/B Platforms- Spot Mop/Deck all stains, spills, drag marks from floor areas. Remove all graffiti and stickers- do not leave residue.	rize			
Major Duty Cleaning				
Sun: Clean/Wash N508 S/Ws P4A/B, P3A/B, P1/S1, P2/S2- Remove All Stickers and Graffiti from Adjacent Surfaces- Walls.	Tile			
Mon: Clean/Wash N509 S/Ws P5A/B, P6A/B, P4/S3, P5/S4- Remove All Stickers and Graffiti from Adjacent Surfaces- Walls.	Tile			
Tue: S/B Canister Housing- Wipe down exterior panel. Remove loose debris from housing floor. Bucket wash and disin- housing.	fect			
Wed: N/B Canister Housing- Wipe down exterior panel. Remove loose debris from housing floor. Bucket wash and disin housing.	nfect			
Thu: Fare Control Areas- Spot Mop/Deck all stains, spills, dragmarks from floor areas in N508 unpaid control areas. Remove all graffiti and stickers- do not leave residue.				
Fri: Fare Control Areas- Spot Mop/Deck all stains, spills, dragmarks from floor areas in N509 unpaid control areas. Ren all graffiti and stickers- do not leave residue.	nove			
Sat: ADA Tactile S/B Platform- Spot Cleans all stains, spills on tactile.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick Effe	ective Date:	7/16/2023
Job#	Но	urs		RC#
NC0221 Station North	230	0 - 0700		2761
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	W 4 St Wash Sq	A B C D E F M	N083	2300 - 0200
*General Duties- Northbound and Southbound "BFDM" Platforms - see below				
*Major Duty "Floors"- see below	W 4 St Wash Sq	A B C D E F M	N083	0200 - 0330
Lunch	W 4 St Wash Sq	A B C D E F M	N083	0330 - 0400
*General Duties- see below	W 4 St Wash Sq	A B C D E F M	N083	0400 - 0700
Report off duty.	W 4 St Wash Sq	A B C D E F M	N083	0700 -
 *General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs for the "BDFM" northbound and southbound platforms leading to the middle mezzanines. Scrap both platforms. Wipe down & disinfect all stairway handrails. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways and platform. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Floors-Nightly Remove dust balls and gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick Pick Effective Date:			7/16/2023	
Job#	Но	ours		RC#
NC0222 Station North	23	00 - 0700		2761
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	W 4 St Wash Sq	ABCDEF	N083	2300 - 0300
*General Duties- Northbound and Southbound "ACE" Platforms - see below		M		
*Major Duty "Floors"- see below	W 4 St Wash Sq	A B C D E F M	N083	0300 - 0330
Lunch	W 4 St Wash Sq	A B C D E F M	N083	0330 - 0400
*General Duties- Northbound and Southbound "ACE" Platforms - see below	W 4 St Wash Sq	A B C D E F M	N083	0400 - 0700
Report off duty.	W 4 St Wash Sq	ABCDEF	N083	0700 -
*General Duties-Nightly		M		
Inspect station for unsanitary conditions and correct. Sweep all stairs for the "ACE" northbound and southbound platforms, middle mezzanine and street at N083 & Waverly St control areas. Scrap both platforms, unpaid/paid mezzanine for N083 control area, Waverley Street unpaid/paid control area and middle mezzanine. Clean/Scrap 3ft around all street stairways including N083 and Waverley Street control areas. Wipe down & disinfect all stairway handrails. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways and platform. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Sanitize all touch points. Empty booth trash, clean exterior booth panels and booth windows (use water only). Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
*Major Duty Floors-Nightly Remove dust balls and gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitiz all touch points. Clean and disinfect refuse rooms/refuse housings.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date: 7/			7/16/2023
_Job#	Но	urs		RC#
NC0222A Station North	220	0 - 0600		2761
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	W 4 St Wash Sq	A B C D E F M	N083	2200 - 2400
*Elevator Duties – see below				
*Escalator Duties – see below	W 4 St Wash Sq	A B C D E F M	N083	2400 - 0200
*General Duties – see below	W 4 St Wash Sq	A B C D E F M	N083	0200 - 0330
Lunch	W 4 St Wash Sq	A B C D E F M	N083	0330 - 0400
*Major Duties – see below	W 4 St Wash Sq	A B C D E F M	N083	0400 - 0500
*General Duties – see below	W 4 St Wash Sq	A B C D E F M	N083	0500 - 0600
Report off duty.	W 4 St Wash Sq	A B C D E F M	N083	0600 -
 **Station General Duties Sweep all stairways and ramps including N080, N083 and middle mezzanine areas. Scrap all mezzanines, control areas and passageways. Wipe down all AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Remove graffit, stickers and sticker/glue residue. Clean exterior of N083 booth window- use water only. After 0500, also correct any unsanitary conditions found in the elevators Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Escalator Duties- Contact Elevator and Escalator Unit prior to cleaning, shutdown and restart, (212) 424-4497 Shutdown and clean E325 & E326. Remove gum and damp mop upper and lower landings. Clean and polish exterior and interior of Escalator panels. Clean adjacent tile walls. Remove all accessible graffiti, stickers, and sticker/glue residue from handrails and overhead Annuncitators. *Major Duty Cleaning-Monday: Refuse Room "ACE" - Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Wednesday: Employee Toilets- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and sag as needed. ? Thursday: Clean all offices: Dispatcher, Superintendent, Tower. Clean all rooms: crew room, lunch room, locker room, and women/men restrooms. Wipe down all surfaces including Quench machines, tables and seats and modesty panels. Empty all trash cans, sweep, mop and disinfect tho MUST PROVIDE OWN CLEANING AND PAPER STOCK SUPPLIES. Friday: Chemical & Dry Supply Room- Tidy and organ				
***Elevator Duties- EL333, EL334 & EL335 Clean and polish EL333, EL334 & EL335. Remove gum. Sweep, mop, and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels (street, mezzanine and platforms). Clean interior and exterior glass on all elevators on station. Remove graffiti, stickers and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#	н	ours		RC#
NC0223 Station North	2.	300 - 0700		2764
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	East Broadway	F	N529	2300 -
*General Duties- see below.	East Broadway	F	N529	2300 - 0130
**Escalator Duties- see below. Perform at ES329	East Broadway	F	N529	0130 - 0230
Lunch	East Broadway	F	N529	0230 - 0300
*General Duties- see below.	2 Av	F	N523	0310 - 0540
***Major Duty Cleaning- see below.	2 Av	F	N523	0540 - 0650
Report Off Duty.	East Broadway	F	N529	0700 -
 *General Duties Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash careeptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Escalator Duties- Contact Elevator and Escalator Unit prior to cleaning, shutdown, and restart, (212) 424-4497 Shutdown and clean escalators indicated above. Remove gum and mop upper and lower landings. Clean and polish exterior and interior of Escalator panels. Clean adjacent tile walls Remove graffiti, stickers, and sticker/glue residue. ***Major Duty Cleaning Sun: S/B Platform Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Mon: N/B Platform Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Clean sinks and faucets. Clean only more, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Wed: N/B Platform- Spot Mop/Deck al				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date:			7/16/2023
Job#		Hours		RC#
NC0224 Station North		1500 - 2300		2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Fulton St	A C	N095	1500 - 1745
PERFORM DUTIES ON 'J' LINE				
*General Duties-see below				
*Elevator Duties- see below	Fulton St	A C	N095	1745 - 1900
Lunch	Fulton St	A C	N095	1900 - 1930
*General Duties-see below	Fulton St	A C	N095	1930 - 2200
*Elevator Duties-see below				
*General Duties-see below	Fulton St	A C	N095	2200 - 2300
Report Off Duty.	Fulton St	A C	N095	2300 -
*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Scrap all mezzanines, control areas, platforms, underpass, and passageways. Clean, disinfect, remove drag marks and stains from stairway NS-29 including landings (J line, Broad ST bound). Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Clean & Polish EL-719& EL-722 in A081 Mezzanine. Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels(street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick E	ffective Date:	7/16/2023
Job#		ours		RC#
NC0225 Station North	0,	700 - 1500		2763
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform. **General Duties- see below	47-50 Sts Rockefeller Ctr	B D F M	N500	0700 - 1000
*Major Duty- see below	47-50 Sts Rockefeller Ctr	B D F M	N500	1000 - 1030
LUNCH	47-50 Sts Rockefeller Ctr	B D F M	N500	1030 - 1100
**General Duties- see below	47-50 Sts Rockefeller Ctr	B D F M	N500	1100 - 1350
**Elevator Duties – see below Note- If Elevators are out of service, listed General Duties will be performed.	47-50 Sts Rockefeller Ctr	B D F M	N500	1350 - 1420
**General Duties- see below	47-50 Sts Rockefeller Ctr	B D F M	N500	1420 - 1500
Report Off Duty.	47-50 Sts Rockefeller Ctr	B D F M	N500	1500 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap around all street stairways including list areas outside station confines. Scrap all mezzanines, control areas, platform, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVN Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all droppings from all railings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops on receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and metfloors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean AE tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at bas trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch p Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. "Deodorize the entire station arriving and departing each station you are assigned to clean during your tour of duty."	s, As, pigeon all trash ezzanine DA se of points. n upon			
 Sat: Booth- Clean booth N500 interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Sun: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. I loose debris from refuse inserts and disinfect. Mon: Office- Clean desks, table tops, Quench unit, refrigerator and microwave. Sweep and mop floors, disinfect. Cl employee toilet inside of office Tue: Cleaning Q-Panels (weekly)- Remove stains and scuff marks from "Q-Panels" on platforms. Wed: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thu: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave trash can, sweep, mop and disinfect floors. Wipe down top of FX. Fri: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemic bottles. Wipe down Fire Extinguishers. Restock supplies. 	Remove ean e. Empty			
**Elevator Duties -Clean and polish EL234, EL235 & EL236. Remove gum. Sweep, mop, and disinfect elevator flow Wipe down interior and exterior panels/ledges on all levels (street, mezzanine, and platforms). Clean interior and ex- glass on all elevators in the station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator sills. Clean and wipe down the safety edge with a dry rag from top to bottom.Employee Toilets- Clean, sanitize and down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Of sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and se needed.	terior door wipe Clean y trash			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick			Pick Ef	ffective Date:	7/16/2023
Job#		Но	urs		RC#
NC0226 Station North		060	00 - 1400		2762
INSTRUCTIONS		STATION	LINE	воотн	HOURS
	Sunday-Saturday				
REPORT ON DUTY IN FULL UNIFORM.		42 St Bryant Park	BDFM	N503	0600 -
*General Duties/Major Cleaning of booth- see below		42 St Bryant Park	BDFM	N503	0600 - 1000
Open public restrooms at 7am.					1000 1000
LUNCH		42 St Bryant Park	B D F M	N503	1000 - 1030
**Major Cleaning "Floors" - see below		42 St Bryant Park	B D F M	N503	1030 - 1130
***Major Duty Cleaning- see below		42 St Bryant Park	BDFM	N503	1130 - 1230
*General Duties- see below		42 St Bryant Park	BDFM	N503	1230 - 1400
REPORT OFF DUTY.		42 St Bryant Park	BDFM	N503	1400 -
"*General Duties Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, me around all street stairways including- privately owned SWs SB11A/B, MB20A/B. platforms, underpass, and passageways. Wipe down & disinfect all stairway handra (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. W disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills a booth trash, clean exterior booth panels and booth windows (use water only). Disin sanitary bases. Clean all ledges and benches. Remove graffiti, stickers, and sticker/ Clean EFR and employee restrooms. Deodorize the entire station upon arriving and to clean during your tour of duty. **Major Cleaning "Floors" Bryant Park Passageway to 5th Avenue- Scrap. Spot Mop/Deck all stains, spills, d	Scrap all mezzanines, control areas, ails. Clean and polish AFC equipment ipe down all digital ad panels. Empty, nd drag marks on floor areas. Empty affect all urine areas, disinfect gutters and glue residue. Sanitize all touch points. I departing each station you are assigned				
Remove all graffiti and stickers- do not leave residue. ***Major Duty Cleaning					
0900-0930 Sun: Clean booth service booth N503 interior and exterior. Sweep and mop floor, Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris.	wash walls, dust top of ledges including				
1130-1230 Sun: S/B Refuse Rm- Deck wash walls and floor. Wipe down Fire Extinguisher. E Remove loose debris from refuse inserts and disinfect.	biscard all debris and empty boxes.				
Mon: N/B Refuse Rm- Deck wash walls and floor. Wipe down Fire Extinguisher. Remove loose debris from refuse inserts and disinfect.	Discard all debris and empty boxes.				
Tue: Employee Facility Room- Wash Walls and Floors. Wipe down all surfaces in refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe d					
Wed: AFC Equipment- N503/N504 Mezzanine Control Areas. Clean and Polish al HXTs and wipe down OMNY Validators.	Turnstiles, MVMs, MEMs, HEETs,				
Thu: Fare Control Areas- Spot Mop/Deck all stains, spills, dragmarks from floor a areas. Remove all graffiti and stickers- do not leave residue.	reas in N503/N504 paid/unpaid control				
Fri: AFC Equipment- N502 Mezzanine Control Area. Clean and Polish all Turnstil wipe down OMNY Validators. N502 Fare Control Area- Spot Mop/Deck all stains Remove all graffiti and stickers- do not leave residue.					
Sat: Employee Toilets- Clean Men and Women's: Wipe down all surfaces- walls, a hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean cu all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disin (toilet tissue, paper towels, toilet seat covers) and soap as needed.	ommodes with toilet bowl brush. Remove				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick Ef	ffective Date:	7/16/2023
Job#	Н	ours		RC#
NC0227 Station North	06	00 - 1400		2764
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	34 St Herald Sq	B D F M	N506	0600 -
			11000	
PERFORM ALL LISTED DUTIES ON THE N/Q/R/W LINES SEE BELOW	24.64.11.0		NI50(0(00 0720
*General Duties- see below Open public restrooms at 7am.	34 St Herald Sq	B D F M	N506	0600 - 0730
**Elevator Duties- EL211, EL212, 213	34 St Herald Sq	B D F M	N506	0700 - 0830
*General Duties- see below	34 St Herald Sq	B D F M	N506	0830 - 1030
Lunch	34 St Herald Sq	BDFM	N506	1030 - 1100
*Major Cleaning- see below	34 St Herald Sq	BDFM	N506	1100 - 1200
*Major Duties Cleaning- see below	34 St Herald Sq	B D F M	N506	1200 - 1300
*General Duties- see below	34 St Herald Sq	B D F M	N506	1300 - 1400
Report Off Duty.	34 St Herald Sq	BDFM	N506	1400 -
*General Duties				
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Elevator Duties Clean and Polish ELE 211, 212, 213Remove gum. Sweep, mop and disinfect elevator floors. Wipe down interior and exterior panel/ledges on all levels (street, mezzanine and platforms). Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker/glue residue. Remove debris from elevator doors sills. Clean and wipe down the safety edge with a dry rag from top to bottom. **Major Cleaning N/S/B Platforms- Spot Mop/Deck all stains, spills, drag marks from floor areas. Remove all graffiti and stickers- do not leave residue.				
**Major Duty Cleaning				
Sun: S/B Refuse Rm- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect.				
Mon: N/B Refuse Rm- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect.				
Tue: Fare Control Areas- Spot Mop/Deck all stains, spills, drag marks from floor areas in A022 paid/unpaid control areas. Remove all graffiti and stickers- do not leave residue.				
Wed: AFC Equipment- A022 Mezzanine Control Area. Clean and Polish all Turnstiles, MVMs, MEMs, HEETs, HXTs and wipe down OMNY Validators.				
Thu: Fare Control Areas- Spot Mop/Deck all stains, spills, drag marks from floor areas in A025 paid/unpaid control areas. Remove all graffiti and stickers- do not leave residue.				
Fri: AFC Equipment- A025 Mezzanine Control Area. Clean and Polish all Turnstiles, MVMs, MEMs, HEETs, HXTs and wipe down OMNY Validators.				
Sat: A025 Employee Toilet- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick Effective Date: Hours		
Job#	Но			
NC0228 Station North	Station North 0600 - 1400			2764
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	34 St Herald Sq	B D F M	N506	0600 -
*General Duties- N507/N505 Mezzanine, S/B Platform Only	34 St Herald Sq	B D F M	N506	0600 - 0900
*General Duties- Intermediate Mezzanines/Ramps Only	34 St Herald Sq	B D F M	N506	0900 - 1000
LUNCH	34 St Herald Sq	B D F M	N506	1000 - 1030
*General Duties- N507/N505 Mezzanine, S/B Platform	34 St Herald Sq	BDFM	N506	1030 - 1400
Only			2250 (
Report Off Duty.	34 St Herald Sq	B D F M	N506	1400 -
*General Duties Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
**Major Duty Booth Clean booth N507 interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Su	23 STAC Summer Pick		Pick E	ffective Date:	ate: 7/16/2023	
Job#		н	RC#			
NC0229	Station North	00	600 - 1400		2764	
INSTRUCTIONS		STATION	LINE	воотн	HOURS	
	Sunday-Saturday					
Report On Duty In Fu	ull Uniform.	34 St Herald Sq	B D F M	N506	0600 -	
*General Duties- see		34 St Herald Sq	BDFM	N506	0600 - 0900	
N506- Unpaid/Paid M	fezz and associated S/W's only					
N505/A022 - Paid Mo Gold Brick Wall and	ezz only Path Passageways Only, N/B Platform and associated S/Ws only					
**Major Duty Booth- Sun 0830-0900	see below					
***Elevator Duties- s	ee below	34 St Herald Sq	B D F M	N506	0900 - 0930	
Lunch		34 St Herald Sq	B D F M	N506	0930 - 1000	
****Major Cleaning		34 St Herald Sq	B D F M	N506	1000 - 1200	
N505/A022 - Paid Me	fezz and associated S/W's only	34 St Herald Sq	B D F M	N506	1200 - 1400	
Report Off Duty.		34 St Herald Sq	BDFM	N506	1400 -	
around all street stair down & disinfect all areas including OMN receptacles. Remove a booth windows (use w Remove graffiti, stick	sanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft ways including. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control Y validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches. ters, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize in arriving and departing each station you are assigned to clean during your tour of duty.					
	erior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and npty garbage. Remove all debris.					
panel/ledges on all lev	& 210 Remove gum. Sweep, mop and disinfect elevator floors. Wipe down interior and exterior vels (street, mezzanine and platforms). Clean interior and exterior glass on all elevators in the station. ers and sticker/glue residue. Remove debris from elevator doors sills. Clean and wipe down the safety					
**Major Cleaning Chrome Surfaces- Cle of N505, N506, and A	ean and polish all chrome surfaces around escalators, passageways and columns in the paid mezzanine A022.					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	e: 7/16/2023	
Job#		Hours		RC#
NC0230 Station North		0700 - 1500		2764
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	14 St	F M	N512	0700 -
*General Duties- see below.	14 St	F M	N512	0700 - 1000
Perform at: S/B Street/Mezzanine/Platform S/W's, N511/N512 Control Areas, S/B Passageway.			11012	0,00 1000
Sun- 0930-1000				
Major duty service booth.				1000 1100
*General Duties- see below. Perform at "L" line BMT Passageway leading to 1/2/3 Lines.	14 St	FM	N512	1000 - 1100
Lunch	14 St	F M	N512	1100 - 1130
**Major Cleaning "Floors"-see below.	14 St	F M	N512	1130 - 1230
**Major Duty Cleaning- see below.	14 St	F M	N512	1230 - 1330
*General Duties- see below.	14 St	F M	N512	1330 - 1430
Perform at: S/B Street/Mezzanine/Platform S/W's, N511/N512 Control Areas, S/B Passageway.				
*General Duties- see below. Perform at "L" line BMT Passageway leading to 1/2/3 Lines.	14 St	F M	N512	1430 - 1500
Report Off Duty	14 St	F M	N512	1500 -
*General Duties				
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/ around all street stairways including. Scrap all mezzanines, control areas, platforms, underpass, and passagewa				
down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) i				
areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops of				
receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth p				
booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges				
Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restroor	ns. Deodorize			
the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
Booth- Clean booth N512 interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including	Halon			
Sensors and Fire Extinguishers. Empty garbage. Remove all debris.				
**Major Cleaning Duties "Floors"- "F" Line S/B Platform/Mezzanines/Passageway.	ai dua			
Spot Mop/Deck all stains, spills, drag marks from floor areas. Remove all graffiti and stickers- do not leave re	sidue.			
**Major Duty Cleaning- 1230-1300				
Sun: S/B Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and emp	ty boxes.			
Remove loose debris from refuse inserts and disinfect.				
Mon: S/B CTA Slop Sink/Pipe Chase Room- Deck wash walls and floor. Clean and organize the room. Disca	d all debris			
and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies.				
Tue: Clean and disinfect employee toilet in N511 mezzanine: Wash Walls and Floors. Wipe down all surfaces	wells			
modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faug				
commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep				
disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed.	, mop und			
Wed: Employee Facility Room in N511 mezzanine- Wash Walls and Floors. Wipe down all surfaces including				
Quench machines, refrigerator, microwave.Employee Facility Room- Wash Walls and Floors. Wipe down all s				
including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floor top of FX.	s. wipe down			
Thu: N512 Unpaid Mezz/Street Stairways- Clean/Wash S/Ws, Remove All Stickers and Graffiti from Adjacen	t Surfaces-			
Tile Walls.				
Enis 11002 Deid/Ileneid Mann/Sharet Stainers SC M7 M2A M5A/D Cl. (W. 1 C/W. D. 1997)	and Carffit			
Fri: H003 Paid/Unpaid Mezz/Street Stairways S6, M7, M3A, M5A/B- Clean/Wash S/Ws, Remove All Stickers from Adjacent Surfaces- Tile Walls.	s and Gramiti			
Sat: H003 Paid/Unpaid Mezz/Street Stairways S1, S3, M6A/B, M8A/B- Clean/Wash S/Ws, Remove All Sticker	ers and Graffiti			
from Adjacent Surfaces- Tile Walls.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0230A Station North		0700 - 1500		2764
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	14 St	F M	N512	0700 - 0900
General Duties- see below. Perform at: N/B. Street/Merganing/Distform S/M/g. N510/N512 Control Areas. N/B. Desseggeway				
N/B Street/Mezzanine/Platform S/W's, N510/N513 Control Areas, N/B Passageway. General Duties- see below. Perform at ""L"" line/H003 Control Area.	14 St	F M	N512	0900 - 1100
Lunch	14 St	F M	N512	1100 - 1130
Major Cleaning	14 St	F M	N512	1130 - 1230
Major Duty Cleaning	14 St	F M	N512	1230 - 1300
General Duties- see below. Perform at:	14 St	F M	N512	1300 - 1400
N/B Street/Mezzanine/Platform S/W's, N510/N513 Control Areas, N/B Passageway.	14 51	1 111	11312	1500 - 1400
General Duties- see below. Perform at ""L"" line/H003 Control Area.	14 St	F M	N512	1400 - 1500
Report Off Duty	14 St	F M	N512	1500 -
General Duties Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benche Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." Major Cleaning Duties- ""F"" Line N/B Platform/Mezzanines/Passageway Spot Mop/Deck all stains, spills, drag marks from floor areas. Remove all graffiti and stickers- do not leave residue." Major Duty Cleaning 1230-1300 Sun: N/B CTA Slop Sink/Pipe Chase Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguisher. Restock supplies. Tue: Clean and disinfect employee toilet in H003 mezzanine: Wash Walls and Floors. Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryces (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Wed: N/B Platform/Mezz/Street Stairways- Clean/Wash S/Ws, Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls.	i			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick Pick Effective Date:		7/16/2023			
Job#	Но	urs		RC#	
NC0231 Station North	070	00 - 1500		2761	
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS	
Sunday-Saturday					
Report on Duty in Full Uniform.	W 4 St Wash Sq	ABCDEF	N083	0700 - 1000	
*General Duties- see below		M			
**Elevator Duties -see below	W 4 St Wash Sq	A B C D E F M	N083	1000 - 1100	
Lunch	W 4 St Wash Sq	A B C D E F M	N083	1100 - 1130	
*Major Duty- see below	W 4 St Wash Sq	A B C D E F M	N083	1130 - 1230	
**General Duties- see below	W 4 St Wash Sq	A B C D E F M	N083	1230 - 1500	
.Report off duty.	W 4 St Wash Sq	A B C D E F M	N083	1500 -	
*General Duties-Daily – Northbound/Southbound 'BDFM' Platforms, N080 Control Area and Middle Mezzanine Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.					
 *Major Duty Cleaning- Sun: Booth N083- Clean booth interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Sign Booth Major Duty Form. Mon: Refuse Room on 'BDFM' Platform - Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Tue: Stairways – Sweep and bucket wash stairways in Middle Mezzanine. Clean adjacent tile walls. Remove all stickers. Wed: Stairways – Sweep and bucket wash stairways PL1 through PL4. Clean adjacent tile walls. Remove all stickers. Thu: Stairways – Sweep and bucket wash stairways PL4 through PL8. Clean adjacent tile walls. Remove all stickers. Fri: Walls – Bucket wash tile walls in the middle mezzanine. *Allow Extra 1 hour Sat: Stairways – Sweep and bucket wash stairway and tile walls in N080 Control Area. **Elevator Duties - Clean and polish EL334, EL333 and EL335. Remove gum. Sweep, mop, and disinfect elevator floors. Wipe down interior and exterior glass on all elevators on station. Remove graffiti, stickers and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom. 					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick Effective Date:		
Job#		Hours		RC#
NC0232 Station North		0700 - 1500		2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Wall St	23	R111	0700 - 0900
*General Duties-see below				
*General Duties-see below	Wall St	2 3	R111	0900 - 1115
Lunch	Wall St	2 3	R111	1115 - 1145
*General Duties - see below	Wall St	2 3	R111	1145 - 1315
*Major Duties-see below (1215-1245)				
*General Duties-see below	Wall St	2 3	R111	1315 - 1500
Report Off Duty.	Wall St	2 3	R111	1500 -
Inspect station for unsanitary conditions and correct including R110 Unmanned Mezzanine & Stairways. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Clean, dust-off, mop & Disinfect Passageway to the Equitable Building and Chase Manhattan, Along With All AFC Equipment. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas & spot mop. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
threads, passageways/underpass, tunnels, mezzanines & corridors. Remove dust from walls & Windows, then deodorize. Sun: Scrubber Room(s) - Organize room (discard unauthorized items. Remove items/equipment from in front of the eyewash unit. Etc.) Breakdown all empty boxes. Wipe down fire extinguisher. Daily: Wet Mop: stairway & landings, including threads, passageways/underpass, tunnels, mezzanines & corridors, . Sat/Sun: Booth R111 - Clean interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon sensors and Fire Extinguishers. Remove all debris and Non-NYCT items from booth drawers.				
*Major Duty Cleaning- Remove gum. Sweep, mop, disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels- street, mezzanine and platforms. Clean interior and exterior glass on all elevators on station. Remove graffiti, stickers and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom. Mon/Wed/Fri : Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Sun/Tue/Thurs/Sat:				
Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Scrubber Room- Deck wash walls and floor. Clean/disinfect and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Wipe down Fire Extinguishers. Restock supplies				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#		Hours	RC#	
NC0232A Station North		0700 - 1500		2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report on Duty in Full Uniform.	Wall St	4 5	R203	0700 - 0900
*General Duties-see below				
*General Duties-see below	Wall St	4 5	R203	0915 - 1115
Lunch	Wall St	4 5	R203	1115 - 1145
*Major Duties-see below (Mezzanines, Passageways, Stairways	Wall St	4 5	R203	1145 - 1315
*General Duties-see below	Wall St	4 5	R203	1330 - 1500
Report Off Duty	Wall St	4 5	R203	1500 -
(platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Clean, dust-off, mop & Disinfect Passagewa to the Equitable Building and Chase Manhattan, Along With All AFC Equipment. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas & spot m Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Cle all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean durin your tour of duty.	nop. ean			
 "*Major Duty Cleaning - Daily: Scrap & Sweep All passageways/Underpass/Stairways and Tunnels. Wet Mop: stairway & landings, including threads, passageways/underpass, tunnels, mezzanines & corridors. Remove dust from walls & Windows, then deodorize. Sun/Wed: Scrubber Room(s) - Organize room (discard unauthorized items. Remove items/equipment from in front of the eyewash unit. Etc.) Breakdown all empty boxes. Wipe down fire extinguisher. Daily: Employee Facility Room - Deck wash walls and floors. Clean exterior of all surfaces including lockers. Clean interior/exterior of microwave, refrigerator and Quench Unit Sat/Weds: Booth R203 - Clean interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halo sensors and Fire Extinguishers. Remove all debris and Non-NYCT items from booth drawers. Mon/Thurs: Refuse Rooms - Deck Wash walls and floors. Clean exterior of all surfaces including tissue and hand towel hold mirror, hand dryer, sink, and commode. Replenish paper and soap. Tues & Fri Clean landmark booth - (Key in booth R203) 	n			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick Effective Date:		
Job#	Ηοι	RC#		
NC0233 Station North	060	0 - 1400		2764
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS
Sunday-Saturday				1
Report On Duty In Full Uniform	Broadway-Lafayette St	BDFM	N519	0600 -
General Duties- see below	Broadway-Lafayette St		N519	0600 - 0900
**Elevator Duties- see below	Broadway-Lafayette St	BDFM	N519	0900 - 1000
***Major Duties Cleaning- see below	Broadway-Lafayette St	BDFM	N519	1000 - 1100
Lunch	Broadway-Lafayette St	BDFM	N519	1100 - 1130
**Elevator Duties- see below	Broadway-Lafayette St	B D F M	N519	1130 - 1200
*General Duties- see below	Broadway-Lafayette St	B D F M	N519	1300 - 1400
Report Off Duty.	Broadway-Lafayette St	BDFM	N519	1400 -
Inspect station for unsanitary conditions and correct. Sweep stairways: S/B platform, N519A/B mezzanine and street, stairways M2A/B/C and M6A/B/C leading to lower level mezzanine. Clean/Scrap 3ft around N519A/B street stairways. Scrap N519A/B paid/unpaid control areas, S/B platform, lower level mezzanine Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in N519A/B control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles located on S/B platform and N519A/B paid/unpaid mezzanines. Remove all stains, spills and drag marks on the S/B island platform, N519A/B paid and unpaid mezzanines, and lower level mezzanine. Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duties.				
Elevator Duties Clean and Polish ELE 330/332Remove gum. Sweep, mop and disinfect elevator floors. Wipe down interior and exterior panel/ledges on all levels (street, mezzanine and platforms). Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker/glue residue. Remove debris from elevator doors sills. Clean and wipe down the safety edge with a dry rag from top to bottom	,			
Major Duty Cleaning 1000-1100 Sun: N519 Employee Toilet- Clean Men and or Women's: Wash Walls and Floors. Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Mon: S/B Refuse Rm- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes.	7			
Remove loose debris from refuse inserts and disinfect.				
Tue: S/B Scrubber Rm- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies.				
Wed: Lower Level Scrubber Rm- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies.				
Thu: Chrome Surfaces- Clean and polish all chrome surfaces/handrails in lower level mezzanine and on stairways M6A/B/C M2A/B/C. Wipe down artwork in lower level mezzanine.	2,			
Fri: AFC Equipment- Clean and Polish all Turnstiles, MVMs, MEMs, HEETs, HXTs and wipe down OMNY Validators in N519A/B control area. Clean and Polish all Turnstiles, MVMs, MEMs, HEETs, HXTs and wipe down OMNY Validators in N519A/B control area.				
Sat: Fare Control Areas- Spot Mop/Deck all stains, spills, drag marks from floor areas in N519A/B paid/unpaid mezzanine. Remove all graffiti and stickers- do not leave residue.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick

Pick	Effective Date:	7/16/2023
FICK	Effective Date:	//10/20

Date: 6/2/2023

Job#			I	Hours		R	RC#
NC0233A	Station North		()600 - 1400		2	2764
INSTRUCTIONS			STATION	LINE	воотн	HOURS	
		Sunday-Saturday					

Report On Duty In Full Uniform.	Broadway-Lafayette	BDFM	N519	0600 -
*General Duties	St Broadway-Lafayette	BDFM	N519	0600 - 0900
nspect station for unsanitary conditions and correct. Sweep stairways: N/B platform, N519 mezzanine and street, middle nezzanine wide stairways ML1A/B leading to uptown ""6"" platform. Clean/Scrap 3ft around N519 street stairways. Scrap N519 paid/unpaid control area, N/B platform, passageway leading to downtown ""6"" mezzanine, and middle mezzanine eading to the uptown ""6"". Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Furnstiles, HEETs/HXT) in N519 control area including OMNY validators. Wipe down all digital ad panels. Empty, lisinfect and clean chrome tops on all trash receptacles located on N/B platform and N519 paid/unpaid mezzanine. Remove Ill stains, spills and drag marks on the N/B island platform, passageway leading to downtown ""6"", N519 paid and unpaid nezzanines, and middle mezzanine leading to uptown ""6"". Empty N519 booth trash, clean exterior booth panels and booth vindows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Deodorize the entire station upon arriving and leparting each station you are assigned to clean during your tour of duties.	St			
Jajor Duty Cleaning 0830-0900 un: Clean booth service booth N519 interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Jalon Sensors and Fire Extinguishers. Empty garbage. Remove all debris.				
***Elevator Duties Clean and polish (EL328, EL329). Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels, street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.	Broadway-Lafayette St		N519	0900 - 1000
**Station Cleaning Duties- Facilities Employee Toilets- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand laryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet issue, paper towels, toilet seat covers) and soap as needed. Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX.	Broadway-Lafayette St	B D F M	N519	1000 - 1030
unch	Broadway-Lafayette St	BDFM	N519	1030 - 1100
 ****Major Duty Cleaning 1100-1130 Sun- Employee Facility Room- Wash Walls and Floors. Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX. Mon: N/B Refuse Rm- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Tue: N/B Scrubber Rm- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Wed: N519 Scrubber Rm- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Thu: Fare Control Areas- Spot Mop/Deck all stains, spills, drag marks from floor areas in N519 paid/unpaid control areas. Remove all graffiti and stickers- do not leave residue. Fri: Clean and polish all chrome surfaces/handrails in N519 passageway leading to downtown ""6"". Sat: Clean and polish all Turnstiles, MVMs, MEMs, HEETs, HXTs and wipe down OMNY Validators in N519 control area." 	Broadway-Lafayette St	B D F M	N519	1100 - 1130
***Elevator Duties - See Above	Broadway-Lafayette St	BDFM	N519	1130 - 1200
General Duties - See Above	Broadway-Lafayette St	B D F M	N519	1200 - 1400
Report Off Duty.	Broadway-Lafayette St	B D F M	N519	1400 -

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date	e: 7/16/2023
Job#	н	ours		RC#
NC0234 Station North	07	700 - 1500		2764
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	2 Av	F	N523	0700 -
*General Duties- see below	2 Av	F	N523	0700 - 0900
Major Duty Booth- N523 0830-0900 *General Duties- see below	East Broadway	F	N529	0910 - 1110
Major Duty Booth- N529 1040-1110	Last Dioddwdy	1	11329	
Lunch	East Broadway	F	N529	1110 - 1140
***Major Duty Cleaning	East Broadway	F	N529	1140 - 1240
***Major Duty Cleaning	2 Av	F	N523	1250 - 1400
*General Duties	2 Av	F	N523	1400 - 1500
Report Off Duty. "General Duties" Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairways including. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairways including. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairways handrails. Clean and polish AFC equipment (MVMS, Turnstiles, HEET/SHXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and samitary bases. Clean all edges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Major Duty Cleaning- East Broadway Sun: Employee Toilet- Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, tooil: Employee Facility- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX. Tue: Island Platform Refuse Housings- Wipe down teproir panel. Remove loose debris from housing floor. Bucket wash and disinfect thousing. Wed: CTA Slop Sink/Pipe Chase Room in N528 Paid Mezzanine- Deck w	2 Av	F	N523	1500 -

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick Effective Date:			7/16/2023	
Job#		Hours			RC#	
NC0235 Station North		060	0 - 1400		2764	
INSTRUCTIONS		STATION	LINE	воотн	HOURS	
	Sunday-Saturday					
Report On Duty In Full Uniform.		Delancey St Essex St	F	N525	0600 -	
*General Duties Inspect station for unsanitary conditions and correct. Sweep all sta around all street stairways including. Scrap all mezzanines, contro down & disinfect all stairway handrails. Clean and polish AFC eq areas including OMNY validators. Wipe down all digital ad panel receptacles. Remove all stains, spills and drag marks on floor area booth windows (use water only). Disinfect all urine areas, disinfect Remove graffiti, stickers, and sticker/glue residue. Sanitize all tou the entire station upon arriving and departing each station you are ***Major Duty Cleaning Sun 0900-0930 Booth- Clean booth N525 interior and exterior. Sweep and mop fl Sensors and Fire Extinguishers. Empty garbage. Remove all debri	ol areas, platforms, underpass, and passageways. Wipe quipment (MVMs, Turnstiles, HEETs/HXT) in control ls. Empty, disinfect and clean chrome tops on all trash as. Empty booth trash, clean exterior booth panels and ct gutters and sanitary bases. Clean all ledges and benches. ach points. Clean EFR and employee restrooms. Deodorize e assigned to clean during your tour of duty.	Delancey St Essex St	F	N525	0600 - 0930	
Lunch		Delancey St Essex St	F	N525	0930 - 1000	
**Major Cleaning "Floors" N/S/B Platforms/N525, N526 Fare Control Areas- Spot Mop/Deck all graffiti and stickers- do not leave residue.	k all stains, spills, "drag marks" from floor areas. Remove	Delancey St Essex St	F	N525	1000 - 1130	
 **Major Cleaning 1000-1130 Sun: N/B Platform Scrubber Room/Outside Alcove Area- Deck w all debris and empty chemical bottles. Wipe down Fire Extinguish Mon: S/B Platform Scrubber Room- Deck wash walls and floor. C chemical bottles. Wipe down Fire Extinguishers. Restock supplies Tue: N/B Platform Refuse Room- Deck wash walls and floor. Wij boxes. Remove loose debris from refuse inserts and disinfect. Wed: S/B Platform Refuse Room- Deck wash walls and floor. Wij boxes. Remove loose debris from refuse inserts and disinfect. Thu: N526 Paid Mezzanine Scrubber Room- Deck wash walls and and empty boxes. Remove loose debris from refuse inserts and disinfect. Thu: N526 Paid Mezzanine Scrubber Room- Deck wash walls and and empty boxes. Remove loose debris from refuse inserts and disinfect. Thu: N526 Paid Mezzanine Scrubber Room- Deck wash walls and and empty boxes. Remove loose debris from refuse inserts and disinfect. Thu: N526 Paid Mezzanine Scrubber Room- Deck wash walls and and empty boxes. Remove loose debris from refuse inserts and disinfect. Thu: N526 Paid Mezzanine Scrubber Room- Deck wash walls and and empty boxes. Remove loose debris from refuse inserts and disinfect. 	hers. Restock supplies. Clean and organize the room. Discard all debris and empty sipe down Fire Extinguisher. Discard all debris and empty ipe down Fire Extinguisher. Discard all debris and empty d floor. Wipe down Fire Extinguisher. Discard all debris isinfect. non-painted surfaces on entire station- do not leave residue.	Delancey St Essex St	F	N525	1130 - 1230	
*General Duties - See Above		Delancey St Essex St	F	N525	1230 - 1400	
Report Off Duty.		Delancey St Essex	F	N525	1400 -	

St

Date: 6/2/2023

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick Effective Date:		
Job#	н	RC# 2763		
NC0236 Station North	1500 - 2300			
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform. *General Duties-see below	47-50 Sts Rockefeller Ctr	BDFM	N500	1500 - 1900
LUNCH	47-50 Sts Rockefeller Ctr	B D F M	N500	1900 - 1930
**General Duties- see below **Elevator Duties- see below	47-50 Sts Rockefeller Ctr	B D F M	N500	1930 - 2030
***Major Duties- see below	47-50 Sts Rockefeller Ctr	B D F M	N500	2030 - 2100
**General Duties- see below	47-50 Sts Rockefeller Ctr	B D F M	N500	2100 - 2300
Report Off Duty.	47-50 Sts Rockefeller Ctr	B D F M	N500	2300 -
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including list areas outside station confines. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." Employee Toilets- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet boot brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. ***Major Duty Cleaning - (2030-2100) Sun: - Clean Mezzanine Tile walls- Remove stains and scuff marks from mezzanine tile walls" on D - Line. Mon: Supply Room- Tidy and organize chemical and dry supply rooms. Remove empty boxes. Wipe down fire Exting				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick Effective Date:			
Job#	Hours			RC#	
NC0237 Station North	140	400 - 2200		2762	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform.	42 St Bryant Park	BDFM	N503	1400 -	
*General Duties- see below	42 St Bryant Park	BDFM	N503	1400 - 1530	
**Public Restroom Duties- see below	42 St Bryant Park	BDFM	N503	1530 - 1600	
Note- If toilets are out of service, listed General Duties will be performed.					
*General Duties- see below	42 St Bryant Park	BDFM	N503	1600 - 1800	
Lunch	42 St Bryant Park	BDFM	N503	1800 - 1830	
***Major Cleaning "Floors"- see below	42 St Bryant Park	B D F M	N503	1830 - 1930	
Close public restrooms at 1900.					
**** Major Duty Cleaning	42 St Bryant Park	B D F M	N503	1930 - 2030	
*General Duties- see below	42 St Bryant Park	BDFM	N503	2030 - 2200	
Report off duty.	42 St Bryant Park	BDFM	N503	2200 -	
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including- privately owned SWs SB11A/B, MB20A/B. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Public Restroom Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed). **Major Cleaning "Floors" Bryant Park Passageway to 5th Avenue- Scrap. Spot Mop/Deck all stains, spills, dragmarks from floor areas. Disinfect. Remove all graffiti and stickers- do not leave residue."					
 ****Major Duty Cleaning 1130-1230 Sun: S/B Refuse Rm- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Mon: N/B Refuse Rm- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Tue: Employee Facility Room- Wash Walls and Floors. Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX. Wed: AFC Equipment- N503/N504 Mezzanine Control Areas. Clean and Polish all Turnstiles, MVMs, MEMs, HEETs, HXTs and wipe down OMNY Validators. Thu: Fare Control Areas- Spot Mop/Deck all stains, spills, drag marks from floor areas in N503/N504 paid/unpaid control areas. Remove all graffiti and stickers- do not leave residue. Fri: AFC Equipment- N502 Mezzanine Control Area. Clean and Polish all Turnstiles, MVMs, MEMs, HEETs, HXTs and wipe down OMNY Validators. N502 Fare Control Area. Spot Mop/Deck all stains, spills, drag marks from floor areas in N503/N504 paid/unpaid control areas. Remove all graffiti and stickers- do not leave residue. Fri: AFC Equipment- N502 Mezzanine Control Area. Spot Mop/Deck all stains, spills, dragmarks from floor areas. Remove all graffiti and stickers- do not leave residue. Sat: Employee Toilets- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. 					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick			Pick Effective Date:		7/16/2023
Job#		Hours			RC#
NC0238	Station North	1400 - 2200			2764
INSTRUCTIO	NS	STATION	LINE	воотн	HOURS
	Sunday-Saturday				
Report On Duty 1	In Full Uniform.	34 St Herald Sq	B D F M	N506	1400 -
*General Duties-	N507/N505 Mezzanine, S/B Platform Only	34 St Herald Sq	B D F M	N506	1400 - 1730
**Elevator Duties	s- see below	34 St Herald Sq	B D F M	N506	1730 - 1745
Lunch		34 St Herald Sq	B D F M	N506	1745 - 1815
*General Duties-	Intermediate Mezzanines/Ramps Only	34 St Herald Sq	BDFM	N506	1815 - 1930
**Elevator Duties	s- see below	34 St Herald Sq	B D F M	N506	1930 - 1945
*General Duties-	N507/N505 Mezzanine, S/B Platform Only	34 St Herald Sq	B D F M	N506	1945 - 2100
*General Duties-	Intermediate Mezzanines/Ramps Only	34 St Herald Sq	BDFM	N506	2100 - 2200
Report Off Duty.		34 St Herald Sq	B D F M	N506	2200 -
around all street s down & disinfect areas including O receptacles. Remo booth windows (u Remove graffiti, s the entire station Elevator Duties	r unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft stairways including. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control MNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash ove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches. stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize upon arriving and departing each station you are assigned to clean during your tour of duty.				
panel/ledges on a Remove graffiti, s	[EL209] Remove gum. Sweep, mop and disinfect elevator floors. Wipe down interior and exterior ll levels (street, mezzanine and platforms). Clean interior and exterior glass on all elevators in the station. stickers and sticker/glue residue. Remove debris from elevator doors sills. Clean and wipe down the safety ag from top to bottom.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date:			7/16/2023 RC#	
ob#		Hours			
NC0239 Station North	1400 - 2200			2764	
NSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform.	34 St Herald Sq	B D F M	N506	1400 -	
General Duties- see below	34 St Herald Sq	B D F M	N506	1400 - 1700	
unch	34 St Herald Sq	B D F M	N506	1700 - 1730	
*Elevator Duties- see below	34 St Herald Sq	B D F M	N506	1730 - 1800	
**Major Cleaning Floors- see below Close Public Restroom at 1900	34 St Herald Sq	B D F M	N506	1800 - 1930	
*Elevator Duties- see below	34 St Herald Sq	B D F M	N506	1930 - 2000	
***Major Duties Cleaning- see below	34 St Herald Sq	B D F M	N506	2000 - 2100	
General Duties- see below	34 St Herald Sq	BDFM	N506	2100 - 2200	
Report Off Duty.	34 St Herald Sq	B D F M	N506	2200 -	
General Duties nspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft round all street stairways including. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe own & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETS/HXT) in control reas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash sceptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and ooth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches there entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Elevator Duties lean and Polish [EL211, EL212] Remove gum. Sweep, mop and disinfect elevator floors. Wipe down interior and exterior anel/deges on all levels (street, mezzanine and platforms). Clean interior and exterior glass on all elevators in the station. thereove graffiti, stickers and sticker/glue residue. Remove debris from elevator doors sills. Clean and wipe down the safety dge with a dry rag from top to bottom. ***Major Cleaning "Floors" //S/B Platforms- Spot Mop/Deck all stains, spills, dragmarks from floor areas. Remove all graffiti and stickers- do not eave residue. ***Major Duty Cleaning un: Graffiti/Sticker Removal- Remove graffiti and stickers from non-painted surfaces on entire station- do not leave esidue. doi: AFC Equipment- A025 Mezzanine Control Area.Clean and Polish all Turnstiles, MVMs, MEMs, HEETs, HXTs and <i>i</i> pe down OMNY Validators. ue: Fare Control Areas- Spot Mop/Deck all stains, spills, dragmarks from floor areas in A025 paid/unpaid control areas. temove loose debris from refuse inserts and disinfect. N'B Refuse Rm- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. temove loose debris from					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick Ef	fective Date:	7/16/2023
Job#	Hours			RC#
NC0240 Station North	14	00 - 2200		2764
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	34 St Herald Sq	B D F M	N506	1400 -
*General Duties- see below N506- Unpaid/Paid Mezz and associated S/W's onlyN505/A022 - Paid Mezz only Gold Brick Wall and Path Passageways Only, N/B Platform and associated S/W only	34 St Herald Sq	B D F M	N506	1400 - 1730
**Elevator Duties- see below	34 St Herald Sq	BDFM	N506	1730 - 1800
Lunch	34 St Herald Sq	BDFM	N506	1800 - 1830
***Major Cleaning- see below	34 St Herald Sq	BDFM	N506	1830 - 1930
**Elevator Duties- see below	34 St Herald Sq	BDFM	N506	1930 - 2000
*General Duties- see below N506- Unpaid/Paid Mezz and associated S/W's only N505/A022 - Paid Mezz only Gold Brick Wall and Path Passageways Only, N/B Platform and associated S/W only	34 St Herald Sq	B D F M	N506	2000 - 2200
Report Off Duty. *General Duties Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Elevator Duties Clean and Polish [EL210/213] Remove gum. Sweep, mop and disinfect elevator floors. Wipe down interior and exterior panel/ledges on all levels (street, mezzanine and platforms). Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker/glue residue. Remove debris from elevator doors sills. Clean and wipe down the safety edge with a dry rag from top to bottom. ****Major Cleaning AFC Equipment- Clean and Polish all Turnstiles, MVMs, MEMs, HEETs, HXTs and wipe down OMNY Validators in N506, N505 and A022 control areas.	34 St Herald Sq	B D F M	N506	2200 -

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick B	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0241 Station North		1500 - 2300		2764
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	23 St	F M	N509	1500 -
*General Duties- see below	23 St	F M	N509	1500 - 1900
Lunch	23 St	F M	N509	1900 - 1930
** Major Cleaning- see below, S/B Platform	23 St	F M	N509	1930 - 2030
** Major Cleaning Floors- see below, N/B Platform	23 St	F M	N509	2030 - 2130
***Major Duty Cleaning-see below	23 St	F M	N509	2130 - 2230
*General Duties- see below	23 St	F M	N509	2230 - 2300
Report Off Duty.	23 St	F M	N509	2300 -
 *General Duties Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Major Cleaning Floors" N/S/B Platforms- Spot Mop/Deck all stains, spills, dragmarks from floor areas. Remove all graffiti and stickers- do not leave residue. ***Major Duty Cleaning Sun: N509 CTA Slop Sink Room - Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Mon: N508 CTA Slop Sink Room and Alcove - Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Tue: ADA Tactile S/B Platform- Spot Cleans all stains, spills on tactile. Wed: ADA Tactile N/B Platform- Spot Cleans all stains, spills on tactile. Thu: Graffiti/Sticker Removal- Remove graffiti and stickers from non-painted surfaces on entire station- do not leave residue. Fri: Artwork- Wipe down and clean all Mosaic Artwork on the N/S/B platforms. Sat: N509 Employee Facility Room- Wash Walls and Floors				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		ective Date:	: 7/16/2023			
Job#	Но	urs		RC#		
NC0242 Station North	150	0 - 2300		2761		
INSTRUCTIONS	STATION	LINE	воотн	HOURS		
Sunday-Saturday	STATION LINE BOOTH H Sunday-Saturday III Uniform. W 4 St Wash Sq A B C D E F N083 15 below W 4 St Wash Sq A B C D E F N083 18 see below W 4 St Wash Sq A B C D E F N083 18 see below W 4 St Wash Sq A B C D E F N083 18 way. Scrap all mezzanines, control areas, platform, mezzanine, and street). Clean/Scrap 3ft ways. Scrap all mezzanines, nuderpass, and passageways. Wipe down & handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas idators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on oth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, aniarty bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 W 4 St Wash Sq A B C D E F N083 23					
Report On Duty In Full Uniform.	W 4 St Wash Sq		N083	1500 - 1800		
*General Duties- see below						
Lunch	W 4 St Wash Sq		N083	1800 - 1830		
** Elevator Duties - see below	W 4 St Wash Sq		N083	1830 - 2000		
**General Duties- see below	W 4 St Wash Sq		N083	2000 - 2300		
.Report off duty.	W 4 St Wash Sq		N083	2300 -		
*General Duties-Daily – Northbound/Southbound 'ACE' Platforms and N083 Control Area Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.						
**Elevator Duties - Clean and polish EL334, EL333 and EL335. Remove gum. Sweep, mop, and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels (street, mezzanine and platforms). Clean interior and exterior glass on all elevators on station. Remove graffiti, stickers and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.						

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effectiv		ective Date:	7/16/2023
Job#	Но	ours		RC#
Job# Station North INSTRUCTIONS STAT Report on Duty in Full Uniform. W 4 S ** Elevator Duties - see below W 4 S *General Duties- see below W 4 S W 4 S W 4 S W 4 S W 4 S W 4 S W 4 S W 4 S W 4 S W 4 S W 4 S W 4 S W 4 S W 4 S W 4 S W 4 S W 4 S W 4 S W 4 S W 4 S W 4 S W 4 S W 4 S W 4 S W 4 S W 4 S W 4 S W 4 S W 4 S W 4 S W 4 S W 4 S W 4 S W 4 S W 4 S W 4 S W 4 S W 4 S W 4 S W 4 S W 4 S	15	00 - 2300		2761
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday	Hours 1500 - 2300 STATION LINE Sunday-Saturday W 4 St Wash Sq A B C D I M M M W 4 St Wash Sq A B C D I M W 4 St Wash Sq A B C D I M M W 4 St Wash Sq A B C D I M W 4 St Wash Sq A B C D I M M W 4 St Wash Sq A B C D I M M W 4 St Wash Sq A B C D I M mm W 4 St Wash Sq A B C D I M mm W 4 St Wash Sq A B C D I M mm W 4 St Wash Sq A B C D I M mm W 4 St Wash Sq A B C D I M mm W 4 St Wash Sq A B C D I M mm W 4 St Wash Sq A B C D I M mms, N080 Control Area and Middle Mezzanine W 4 St Wash Sq A B C D I mm M M M M receptacles. Remove all stains, spills and drag marks on ooth windows (use water only). Disinfect all urine area			
Report on Duty in Full Uniform.	W 4 St Wash Sq	A B C D E F M	N083	1500 - 1630
** Elevator Duties - see below				
*General Duties- see below	W 4 St Wash Sq	A B C D E F M	N083	1630 - 1900
Lunch	W 4 St Wash Sq	A B C D E F M	N083	1900 - 1930
**General Duties- see below	W 4 St Wash Sq	A B C D E F M	N083	1930 - 2300
*General Duties-Daily – Northbound/Southbound 'BDFM' Platforms, N080 Control Area and Middle Mezzanine Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean	W 4 St Wash Sq	A B C D E F M	N083	2300 -

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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With Weights Station North STRUCTIONS Sunday-Saturday port on Duty in Full Uniform. Sunday-Saturday port on Duty in Full Uniform. Image: Second State		Pick Ef	fective Date:	7/16/2023
Job#	Hou	irs		RC#
NC0243A Station North	1400) - 2200		2764
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report on Duty in Full Uniform. General Duties	Broadway-Lafayette St	B D F M	N519	1400 - 1700
Elevator Duties	Broadway-Lafayette St	B D F M	N519	1700 - 1830
Lunch	Broadway-Lafayette St	BDFM	N519	1830 - 1900
Major Duty Cleaning	Broadway-Lafayette St	B D F M	N519	1900 - 1930
Elevator Duties	Broadway-Lafayette St	BDFM	N519	1930 - 2000
General Duties	Broadway-Lafayette St	BDFM	N519	2000 - 2200
Report off duty. ""General Duties Inspect station for unsanitary conditions and correct. Sweep stairways: N/B platform, N519 mezzanine and street, middle mezzanine wide stairways ML1A/B leading to uptown ""6"" platform. Clean/Scrap 3ft around N519 street stairways. Scrap N519 paid/unpaid control area, N/B platform, passageway leading to downtown ""6"" mezzanine, and middle mezzanine leading to the uptown "*6"". Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in N519 control area including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles located on N/B platform and N519 paid/unpaid mezzanine. Remove all stains, spills and drag marks on the N/B island platform, passageway leading to downtown ""6"", N519 paid and unpaid mezzanines, and middle mezzanine leading to uptown ""6"". Empty N519 booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duties." "**Station Cleaning Duties- Facilities Employee Toilets - Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet scat covers) and soap as needed. Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash cans, sweep, mop and disinfect floors. Wipe down top of FX. Elevator Duties_ Clean and polish (EL328, EL329). Remove gum, sweep, mop and disinfect elevator floors.		B D F M	N519	2200 -
Sat: N519 Scrubber Rm- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies"				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick Ef	ffective Date:	7/16/2023
Job#	Ηοι	ırs		RC# 2764 HOURS 1400 - 1400 - 1700 1400 - 1700 1700 - 1800 1800 - 1830 1830 - 1930 1930 - 2000 2000 - 2200
NC0244 Station North	140	0 - 2200		2764
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	Broadway-Lafayette St	B D F M	N519	1400 -
*General Duties- see below	Broadway-Lafayette St	B D F M	N519	1400 - 1700
**Elevator Duties- see below	Broadway-Lafayette St		N519	1700 - 1800
Lunch	Broadway-Lafayette St		N519	
***Major Duties Cleaning- see below	Broadway-Lafayette St		N519	
**Elevator Duties- see below	Broadway-Lafayette St		N519	
*General Duties- see below	Broadway-Lafayette St		N519	
Report Off Duty.	Broadway-Lafayette St	BDFM	N519	2200 -
 *General Duties Inspect station for unsanitary conditions and correct. Sweep stairways: S/B platform, N519A/B mezzanine and street, stairways M2A/B/C and M6A/B/C leading to lower level mezzanine. Clean/Scrap 3ft around N519A/B street stairways. Scrap N519A/B paid/unpaid control areas, S/B platform, lower level mezzanine Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in N519A/B control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles located on S/B platform and N519A/B paid/unpaid mezzanines. Remove all stains, spills and drag marks on the S/B island platform, N519A/B paid and unpaid mezzanines, and lower level mezzanine. Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duties. Elevator Duties Clean and Polish [EL330/332] Remove gum. Sweep, mop and disinfect elevator floors. Wipe down interior and exterior panel/ledges on all levels (street, mezzanine and platforms). Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker/glue residue. Remove debris from elevator doors sills. Clean and wipe down the safety edge with a dry rag from top to bottom. ***Major Duty Cleaning- 1830-1930 Mon: Fare Control Areas- Spot Mop/Deck all stains, spills, dragmarks from floor areas in N519A/B paid/unpaid mezzanine. Remove all graffiti and stickers- do not leave residue. Tue: Stairways S8, M7A/M7B, M5A/B- Clean/Wash S/Ws, Remove All Stickers and Graffiti from Adjacent Surfaces-Tile Walls. Wed: Stairways S4, S5, M3A/M3B- Clean/Wash S/Ws, Remove All Stickers and Graffiti from Adjacent Surfaces-Tile Walls. Fri: Stairways S6, M4- Cl				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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ICO244A Station North NSTRUCTIONS Sunday-Saturday Report On Duty In Full Uniform B General Duties- see below B *Escalator Duties- see below. Perform at ES300 B unch B **Elevator Duties- see below B **Elevator Duties- see below B **Elevator Duties- see below B **televator Duties- see below B second Duties- see below B Second Duties- see below B General Duties- see below B General Duties- see below B eport Off Duty. B General Duties B spect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft S round all street stairways including. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe S own & disinfect all stains, spills and drag marks on floor areas. Empty disinfect and clean chrome tops on all trash S copationg OMNY validators. Wipe down all digital ad panels. Empty disinfect and clean chrome tops on all trash S sceptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and <th></th> <th>Pick Ef</th> <th>ffective Date:</th> <th>7/16/2023</th>		Pick Ef	ffective Date:	7/16/2023	
Job#	Ηοι	ırs		RC#	
Job# NC0244A Station North INSTRUCTIONS Sunday-Saturday "Report On Duty In Full Uniform *General Duties- see below **Escalator Duties- see below **Escalator Duties- see below **Escalator Duties- see below **Escalator Duties- see below ***Major Duties Cleaning- see below **General Duties- see below **General Duties Inspect stativon for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3 sound all street stairways including. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wig down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEES/HXT) in contr receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels a both windows (use water only). Disinfect all urine areas, disinfect gutres and satistice your of duty. **Escalator Duties- Clean all polish AFC equipment (MVMs, Turnstiles, HEES/HXT) in contr receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels an both windows (use water only). Disinfect all urine areas, disinfect gutres and statistice your of duty. **Escalator Duties- Clean all Polish [EL330] Remove gum. Sweep, mop and disinfect elevator floors. Wipe down interior and exterior ranel/deges on all levels (street, mezzanine and platforms). Clean interior and exterior glass on all elevators in the st Remove graffiti, stickers and sticker/glue residue. Remove debris from elevator doors sills. Clean and wipe down the edge with a dry rag from top to bottom. ****Major Duty Cleaning Sun: SiP Platform Refuse Rm- Deck wash walls and fl	2300 - 0700			2764	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
"Report On Duty In Full Uniform	Broadway-Lafayette St	B D F M	N519	2300 -	
*General Duties- see below	Broadway-Lafayette St	BDFM	N519	2300 - 0200	
**Escalator Duties- see below. Perform at ES300	Broadway-Lafayette St	BDFM	N519	0200 - 0300	
Lunch	Broadway-Lafayette St	BDFM	N519	0300 - 0330	
***Elevator Duties- see below	Broadway-Lafayette St	BDFM	N519	0330 - 0430	
****Major Duties Cleaning- see below	Broadway-Lafayette St	B D F M	N519	0430 - 0600	
*General Duties- see below	Broadway-Lafayette St	BDFM	N519	0600 - 0700	
Report Off Duty.	Broadway-Lafayette	BDFM	N519	0700 -	
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Escalator Duties- Contact Elevator and Escalator Unit prior to cleaning, shutdown, and restart, (212) 424-4497 Elevator Duties Clean and Polish [EL330] Remove gum. Sweep, mop and disinfect elevator floors. Wipe down interior and exterior panel/ledges on all levels (street, mezzanine and platforms). Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker/glue residue. Remove debris from elevator doors sills. Clean and wipe down the safety					
 Sun: S/B Platform Refuse Rm- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Mon: N/B Platform Refuse Rm- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Tue: Employee Facility Room- Wash Walls and Floors. Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX. Wed: Graffiti and Sticker Removal- Remove graffiti and stickers from non-painted surfaces on entire station- do not leave residue. 					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:			
Job#	Н	ours		RC#		
NC0245 Station North	15	500 - 2300		2764		
INSTRUCTIONS	STATION	LINE	воотн	HOURS		
Sunday-Saturday						
Report On Duty In Full Uniform.	East Broadway	F	N529	1500 -		
*General Duties- see below	East Broadway	F	N529	1500 - 1700		
*General Duties- see below	2 Av	F	N523	1710 - 1910		
Lunch	2 Av	F	N523	1910 - 1940		
***Major Duty Cleaning	2 Av	F	N523	1940 - 2040		
***Major Duty Cleaning	East Broadway	F	N529	2050 - 2200		
*General Duties- see below	East Broadway	F	N529	2200 - 2300		
Report Off Duty.	East Broadway	F	N529	2300 -		
*Ceneral Duties Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down diditions (DMY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and sooth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches. Remove gatfitti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Decodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. ****Major Duty Cleaning- East Broadway Sun: Employee Toilet- Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all grafitti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, oilet seat covers) and soap as needed. Mon: Employee Facility- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash cans. Sweep, mop and disinfect nousing. Wed: CTA Slop Sink/Pipe Chase Room in N528 Paid Mezzanine- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Thu: N22(N52) control areas. Fri: N523 Chemical/Paper Supply Rooms- Tidy and organize supply rooms. Remove empty boxes. Wipe down OMNY Validators in N528/N520 control areas. Fri: N523						

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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INSTRUCTIONS Sunday-Saturday Report On Duty In Full Uniform 'General Duties- see below. '*Public Restroom Duties- see below Note- In lieu of toilets reopening or if out of service, listed General Duties will be performed. '*General Duties- see below. Lunch '**Major Cleaning Floors- see below '***Major Duties Cleaning- see below '***Major Duties Cleaning- see below '***Major Duties Cleaning- see below ''General Duties - see below. ''General Duties - see below ''General Duties - see below. ''General Duties - see below.''General Duties - see below.''Gener		Pick B	Effective Date:	7/16/2023
# 2246 Station North STRUCTIONS Sunday-Saturday ort On Duty In Full Uniform neral Duties- see below. 225 and Duties- see below. 226 and Duties- see below. 227 and Duties Cleaning Floors- see below 228 and Duties Cleaning Floors- see below 239 and Duties Cleaning Floors- see below 249 and Duties Cleaning Floors- see below 240 and Duties Cleaning Floors- see below 240 and Duties Cleaning Floors- see below 241 242 243 244 244 244 244 244 244 244 244	Но	urs	RC#	
NC0246 Station North	140	0 - 2200		2764
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	Delancey St Essex St	F	N525	1400 -
*General Duties- see below.	Delancey St Essex St	F	N525	1400 - 1530
**Public Restroom Duties- see below	Delancey St Essex	F	N525	1530 - 1600
Note- In lieu of toilets reopening or if out of service, listed General Duties will be performed.	St			
*General Duties- see below.	Delancey St Essex St	F	N525	1600 - 1730
Lunch	Delancey St Essex St	F	N525	1730 - 1800
***Major Cleaning Floors- see below	Delancey St Essex St	F	N525	1800 - 1900
****Major Duties Cleaning- see below	Delancey St Essex St	F	N525	1900 - 2000
Close public restroom at 1900	Deleners St Freed	E	NI525	2000 - 2200
*General Duties- see below.	Delancey St Essex St	F	N525	2000 - 2200
Report Off Duty.	Delancey St Essex St	F	N525	2200 -
*General Duties Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
**Public Restroom Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed).				
***Major Cleaning "Floors" N/S/B Platforms/N525, N526 Fare Control Areas- Spot Mop/Deck all stains, spills, dragmarks from floor areas. Remove all graffiti and stickers- do not leave residue.				
****Major Duty Cleaning Sun: S/Ws P7A/B, P8A/B, P9/10- Clean/Wash S/Ws, Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls. Mon: Graffiti/Sticker Removal- Remove graffiti and stickers from non-painted surfaces on entire station- do not leave residue. Tue: Escalator 327/328- Deck all stains spills dragmarks around escalator street landings on top landing. Remove all				
graffiti and stickers- do not leave residue. Wed: S/Ws PL5, PL6, PL18, PL19- Clean/Wash S/Ws, Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls.				
Thu: S/Ws PL3, PL4- Clean/Wash S/Ws, Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls. Fri: S/Ws PL1/2, PL9/10- Clean/Wash S/Ws, Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls. Sat: S/Ws M6A/B, M7, S3, S4- Clean/Wash S/Ws, Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick E	ffective Date:	7/16/2023
Job#	H	Hours		
NC0247 Station North	09	30 - 1730		2764
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	34 St Herald Sq	B D F M	N506	0930 -
*Public Restroom Duties- see below.	34 St Herald Sq	BDFM	N506	0930 - 1000
**Elevator Duties- see below EL209/210/211/212/213	34 St Herald Sq	BDFM	N506	1000 - 1200
**Public Restroom Duties- see below.	34 St Herald Sq	B D F M	N506	1200 - 1300
Note- If toilets are out of service, listed General Duties will be performed				
Lunch	34 St Herald Sq	BDFM	N506	1300 - 1330
***Major Cleaning- see below.	34 St Herald Sq	BDFM	N506	1330 - 1430
**Elevator Duties- see below EL209/210/211/212/213	34 St Herald Sq	BDFM	N506	1430 - 1530
*Public Restroom Duties- see below.	34 St Herald Sq	B D F M	N506	1530 - 1600
Note- If restrooms are out of service, listed General Duties will be performed.				
****Major Duty Cleaning- see below.	34 St Herald Sq	B D F M	N506	1600 - 1700
Report Off Duty.	34 St Herald Sq	BDFM	N506	1700 -
 *Public Restroom Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed). Elevator Duties Clean and Polish ELE-209/210/211/212//213Remove gum. Sweep, mop and disinfect elevator floors. Wipe down interior and exterior panel/ledges on all levels (street, mezzanine and platforms). Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker/glue residue. Remove debris from elevator doors sills. Clean and wipe down the safety edge with a dry rag from top to bottom. ***Major Cleaning Graffiti/Sticker Removal- Remove graffiti and stickers from non-painted surfaces on entire station- do not leave residue. ****Major Duty Cleaning Sun: N/B "F" Platform Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Mon: N507 Employee Toilets - Clean Men and or Women's: Wash Walls and Floors. Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Tue: S/B "F" Platform Refuse Room- Deck wash walls and floor. Wipe down fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Mon: Ryb Trib Batter Room- Deck wash walls and floor. Wipe down for the extinguishe				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick			Effective Date	
Job#		Hours		RCŧ
NC0248 Station North		0700 - 1500		276
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Bowery	JΖ	A064	0700 -
*General Duties- see below	Bowery	JZ	A064	0700 - 0900
**Major Duty Booth- A064 0830-0900	Bowery	JZ	A064	0900 - 1000
***Major Duty Cleaning Lunch	Bowery	JZ	A064	1000 - 1000
*General Duties- see below	Grand St	B D	N520	1050 - 1250
**Major Duty Booth- N520 1220-1230	Grund St		1020	1050 1250
***Major Duty Cleaning	Grand St	B D	N520	1250 - 1340
*General Duties	Bowery	JΖ	A064	1400 - 1500
Report Off Duty.	Bowery	JZ	A064	1500 -
*General Duties Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft				
around all street stairways including. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe				
down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control				
areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash				
receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benche	c.			
Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodoriz				
the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
**Major Duty Booth-				
Clean booth A064/N520 interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Senso	rs			
and Fire Extinguishers. Empty garbage. Remove all debris.				
***Major Duty Cleaning- Bowery Street				
Sun: Employee Toilet- Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped)				
dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels,				
toilet seat covers) and soap as needed.				
Mon: Employee Facility- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty tras	h			
can, sweep, mop and disinfect floors. Wipe down top of FX.				
Tue: A064 Unpaid Mezzanine Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris				
and empty boxes. Remove loose debris from refuse inserts and disinfect.				
Wed: CTA Slop Sink/Pipe Chase/Storage Room in A064 Paid Mezzanine- Deck wash walls and floor. Clean and organize				
the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies.				
Thu: AFC Equipment- Clean and Polish all Turnstiles, MVMs, MEMs, HEETs, HXTs and wipe down OMNY Validators i A064 control area.	n			
Fri: A064 Fare Control Area- Spot Mop/Deck all stains, spills, dragmarks from floor areas. Remove all graffiti and stickers	3-			
do not leave residue.				
Sat: Graffiti/Sticker Removal- Remove graffiti and stickers from non-painted surfaces on entire station- do not leave residu	le.			
***Major Duty Cleaning- Grand Street				
Sun: Employee Toilet- Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped)				
dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers				
including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels,				
toilet seat covers) and soap as needed.				
Mon: Employee Facility/Adjacent Strorage Area- Wipe down all surfaces including lockers, Quench machines, refrigerator	,			
microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX. Tue: CTA Slop Sink Room in N520 Paid Mezzanine- Deck wash walls and floor. Clean and organize the room. Discard al	1			
debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies.				
Wed: N/B Platform- Spot Mop/Deck all stains, spills, dragmarks from floor areas. Remove all graffiti and stickers- do not				
leave residue.				
Thu: S/B Platform- Spot Mop/Deck all stains, spills, dragmarks from floor areas. Remove all graffiti and stickers- do not				
leave residue.				
Fri: 1250 N520 Paid Mezzanine Temporary Barricade- Tidy and organize barricade. Remove empty boxes. Wipe down top				
of Fire Extinguisher. 1320 Fare Control Area- Spot Mop/Deck all stains, spills, dragmarks from floor areas. Remove all graffiti and stickers- do not leave residue.				
string and suckers- do not leave residue. Sat: Graffiti/Sticker Removal- Remove graffiti and stickers from non-painted surfaces on entire station- do not leave residu				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC	Summer Pick
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Pick Effective Date: 7/16/2023
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Date: 6/2/2023

Job#		Hours		RC#
NC0249 Station North		2300 - 0700		2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Fulton St	23	N098	2300 - 0100
Sweep All Stairways, Including Stairways Leading To R114 Mezzanine & Ns30/Ns31. Scrap All Control Areas (R113, R113A, R113B & R114), Passageways & Island Platform. Remove Dust Balls From Behind Stair Backs On Island Platform. Disinfect All Urine Areas. Wipe Down Benches. Remove Stickers & Graffiti. Clean All Turnstiles, HEETs, MVMs & MEMs. Clean All AFC Swipe heads. Clean All Signs, Advertisement Panels & Customer Information Centers - Remove Stickers & Graffiti. Empty, Clean & Disinfect All Trash Receptacles. Clean Exterior Of N098 Booth Windows & Empty Trash. Clean & Disinfect Employee Toilet & Facility Room.				
Sweep All Stairways, Including Stairways Leading To Jamaica CTR Platform & S/W NS25 Leading To The East Mezzanine. Scrap All Control Areas (A077, A081 & A082) And Jamaica CTR/Broad Street Platforms. Scrap & Disinfect Passageway Leading To A082 Mezzanine. @ A077 Mezzanine Clean & Disinfect Passageway Leading To 87 Nassau Street: Sweep Stairway To Passageway & To Street - Remove All Stickers & Graffiti. Empty, Clean And Disinfect All Trash Receptacles. Wipe Down All Benches- Remove Stains, Stickers And Graffiti. Disinfect All Urine Areas. Clean All Turnstiles, HEETs, MVMs & Mems. Clean All AFC Swipe heads. Clean All Signs, Advertisement Panels & Customer Information Centers - Remove Stickers & Graffiti.	Fulton St	23	N098	0110 - 0310
Lunch	Fulton St	2 3	N098	0320 - 0350
Major Cleaning	Fulton St	2 3	N098	0350 - 0500
 *Sun-Thu: Escalator Cleaning Es367 & Es368: Shutdown & Clean/Polish Escalators. Clean All Interior & Exterior Steel Surfaces. Wipe Down & Remove All Stickers From Structural Beam In Between Es367 & Es368. Clean Adjacent Walls & Escalator Tops. Fri (0350-0420) 2/3 Island Platform Refuse - Deck Wash Walls & Floor. Disinfect Room. (0420-0500) 2/3 Island Platform Canister Housings - Deck Wash Walls & Floor. Disinfect Room. 				
Sat (0350-0420) J/Z N/B Refuse Room - Deck Wash Walls & Floor. (0420-0500) J/Z S/B Refuse Room - Deck Wash Walls & Floor.				
Scrap Entire Station, Empty & Disinfect All Trash Receptacles.	Fulton St	23	N098	0510 - 0600
Scrap Entire Station, Empty & Disinfect All Trash Receptacles.	Fulton St	2 3	N098	0610 - 0700
Report Off Duty	Fulton St	2 3	N098	0700 -
*Notify E/E Or Supervision Prior To Shutting Down & Restarting Escalators.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	: 7/16/2023	
Job#		Hours		RC#	
NC0249A Station North		2300 - 0700		2765	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform.	Fulton St	23	N098	2300 - 0230	
General Duties-Island Platform					
Lunch	Fulton St	2 3	N098	0230 - 0300	
General Duties- Paid/Unpaid Mezzanines & Passageway Major Duty Floors Nightly Escalator Duties-see below (ES-367 & 368)	Fulton St	2 3	N098	0300 - 0430	
Major Duties-see below (0400-0430)			D115	0.420 0.000	
Major Duties-see below	Park Place	2 3	R115	0430 - 0600	
General Duties-see below	Fulton St	2 3	N098	0605 - 0700	
Report Off Duty	Fulton St	2 3	N098	0700 -	
General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including adjacent to the Staten Island Ferry entrance. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.					
*Major Duty Cleaning-					
 Sun: Scrubber Room - Deck wash walls and floor, wipe Fire Extinguisher & Eyewash unit, restock and organize supplies and equipment. Clean & Organize paper and chemical Supply Rooms including wiping down Fire Extinguisher and breakdown and discard empty boxes. Daily: Deck brush, scrap, & mop north-end of platform including around trash receptacles, around and underneath benches, and around the base of digital screen equipment. Wed: Clean Booth N098 interior and exterior. Sweep and mop floor, wash/wipe down, dust top of countertops and top of ledges including Halon sensors and Fire Extinguishers. Daily: On Fulton St A Line: Deck brush, sweep, & remove gum, stains and drag marks from stairways NS22 & NS23. Sat: Refuse Room - Clean & Deodorize Room, Deck Wash walls and floors, wipe down Fire Extinguisher and Eyewash unit. 					
Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mor all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize touch points. Clean and disinfect refuse rooms/refuse housings. Wet Mop: stairway & landings, including threads, passageways/underpass, tunnels, mezzanines & corridors.	,				
*Escalator Duties- Escalator Duties- Nightly: All Escalators Clean & Polish Escalators Including interior & exterior including top & bottom landing plates, remove gum, stickers, & graffiti, and wipe down outer area walls and stainless steel panels.					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick F	Effective Date	e: 7/16/2023
Job#		Hours		RC
NC0250 Station North		1500 - 2300		276
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Bowery	J Z	A064	1500 -
General Duties- see below	Bowery	JΖ	A064	1500 - 1700
*Major Duty Cleaning	Bowery	JΖ	A064	1700 - 1800
Junch	Bowery	JΖ	A064	1800 - 1830
General Duties- see below	Grand St	B D	N520	1850 - 2030
*Major Duty Cleaning	Grand St	B D	N520	2030 - 2130
General Duties- see below	Bowery	JZ	A064	2150 - 2300
Report off duty.	Bowery	J Z	A064	2300 -
*General Duties Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clear around all street stairways including. Scrap all mezzanines, control areas, platforms, underpass, and passagev down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledg Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restroot the entire station upon arriving and departing each station you are assigned to clean during your tour of duty	yays. Wipe in control on all trash panels and es and benches. oms. Deodorize			
**Major Duty Cleaning- Bowery Street				
Sun: Island Platform- Spot Mop/Deck all stains, spills, dragmarks from floor areas. Remove all graffiti and s	tickers- do not			
eave residue. Many Stainwaya, Clean/Wash, all Diaform S/Wa, Romaya All Stickars and Craffiti from Adiacont Synfords, J	ile Welle			
Mon: Stairways- Clean/Wash all Plaform S/Ws, Remove All Stickers and Graffiti from Adjacent Surfaces- T Railings.	ne wans,			
Fue: Stairways- Clean/Wash all Mezz/Street S/Ws, Remove All Stickers and Graffiti from Adjacent Surfaces	- Tile Walls,			
Railings Wed: A064 Fare Control Area- Spot Mop/Deck all stains, spills, dragmarks from floor areas. Remove all gra	ffiti and			
stickers- do not leave residue.				
Thu: Employee Toilet- Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffit including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, toilet seat covers) and soap as needed. Fri: ADA Tactile- Spot Cleans all stains, spills on Brooklyn Bound edge tactile.	and stickers			
Sat: ADA Tactile- Spot Cleans all stains, spills on Broad Street Bound edge tactile.				
**Major Duty Cleaning- Grand Street				
Sun: N/B Platform Stairways- Clean/Wash S/Ws P2/P4, Remove All Stickers and Graffiti from Adjacent Sur Valls	faces- Tile			
Mon: S/B Platform Stairways- Clean/Wash S/Ws P1/P3, Remove All Stickers and Graffiti from Adjacent Su Walls	faces- Tile			
Fue: N520 Mezz/Street Stairways- Clean/Wash S3A/B, M3A/B, Remove All Stickers and Graffiti from Adja File Walls	cent Surfaces-			
Wed: N520 Mezz/Street Stairways- Clean/Wash S1, S2, M1A/B, Remove All Stickers and Graffiti from Adj File Walls	acent Surfaces-			
Thu: Employee Toilet- Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (lispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti ncluding residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue)	and stickers			
toilet seat covers) and soap as needed. Fri: N/B Platform Refuse Housings- Wipe down exterior panel. Remove loose debris from housing floor. Bu disinfect housing.	cket wash and			
Sat: Employee Facility/Adjacent Strorage Area- Wipe down all surfaces including lockers, Quench machines nicrowave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX.	refrigerator,			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC	C Summer Pick		Pick I	Effective Date:	7/16/2023
Job#			Hours		RC#
NC0251	Station North		1500 - 2300		2765
INSTRUCTIO	DNS	STATION	LINE	воотн	HOURS
	Sunday-Saturday				
Report On Duty	In Full Uniform.	Broad St	JΖ	A083	1500 - 1800
*General Duties	-see below				
*Major Duties-s	ee below (1630-1700)				
*Elevator Duties	s-see below	Broad St	JΖ	A083	1810 - 2000
Lunch		Broad St	JΖ	A083	2000 - 2030
*Major Duties-se	ee below	Broad St	JΖ	A083	2030 - 2130
*General Duties	-see below	Broad St	JΖ	A083	2140 - 2300
Report Off Duty	<i>.</i>	Broad St	JΖ	A083	2300 -
(platform, mezza mezzanines, con Manhattan (Rem Wipe down & d control areas ince trash receptacles and booth winde droppings from stickers, and stic	-Daily for unsanitary conditions and correct including Stairways S8, S9, S10, S12, S13, & S14. Sweep all stairs anine, and street). Clean/Scrap 3ft around all street stairways including 'Exit Only' stairways. Scrap all trol areas, platforms, underpass, and passageways. Sweep, Mop, & Disinfect Passageway to Chase nove Gum, Stains, & Drag marks.) Clean & Disinfect RTO Tower & Toilets at S/E of Southbound Platform. isinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in cluding OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all a. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels bows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, eker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station and departing each station you are assigned to clean during your tour of duty.				
Mon: (Broad ST including Halon Scrubber Rooms Clean & Organiz refuse rooms. En	 eaning- eaning- existairway & landings, including threads, passageways/underpass, tunnels, mezzanines & corridors. Conly) Booth A083 - Clean interior and exterior. Sweep and mop floor, wash walls, dust top of ledges sensors and Fire Extinguishers. Remove all debris and Non-NYCT items from booth drawers. s - Deck wash walls and floor, wipe Fire Extinguisher, restock and organize supplies and equipment. ze Supply Room including wiping down fire extinguisher and breakdown and discard empty boxes. Clean mpty, Clean, Disinfect & Polish all Trash Receptacles. Spot mop: platforms, Mezzanines, stairway landings, s. Remove gum, stickers and unauthorized postings. Clean all digital screens. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0252 Station North		2300 - 0700		2762
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	1 Av	L	H007	2300 - 0015
*Performed General Duties - See Below				
*NB & SB (L) Mezzanine and Platform - Perform General Duties - See Below / Elevator Duties				
Major Duty Floors see below	1 Av	L	H007	0015 - 0100
Performed Major Duties - See Below	1 Av	L	H007	0100 - 0200
Lunch	1 Av	L	H007	0200 - 0230
*NB & SB (L) Mezzanine and Platform - Perform General Duties - See Below	3 Av	L	H006	0245 - 0345
Major Duty Floors see below	3 Av	L	H006	0345 - 0430
Performed Major Duties - See Below	3 Av	L	H006	0430 - 0530
Performed Major Duties - See Below	1 Av	L	H007	0545 - 0700
Report Off Duty.	1 Av	L	H007	0700 -
**General Duties - Nightly: Dust mop and remove gum from floors. Sweep and scrap platforms and mezzanine. Sweep and scrap stairways (NB Platform stairways leading to Upper / Lower platform). Mop entire platform and mezzanine floors. Mop all stairway landings leading to upper-mezzanine an street level. Deck brush and disinfect gutters, sanitary bases and platform ends. Spo clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffit, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean and polish interior/exterior elevator cabs & surfaces/panels. Remove scruff marks/stains/footprints from tile walls. Perform all listed General duties and additional tasks. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." Major Duties Floors - Nightly: Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Refuve Nous of the station Wipe down fire Extinguishers and Eyewash units. Restock supplies. Remove loose debris from refuse inserts and disinfect. Note: Task subject to change and/or chance Spot clean ADA Tactile as needed Deck brush & disinfect all gutters/sanitary bases/platform ends as needed throughout the station. Wipe down interior and exterior panels/ ledges on all levels (street, mezzanine, and platforms). C	1			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0253 Station North		0700 - 1500		2761
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
REPORT ON DUTY IN FULL UNIFORM.	Spring St	CE	N086	0700 - 1000
*General Duties- see below				
*Major Duty- see below	Spring St	СЕ	N086	1000 - 1030
Lunch	Spring St	СЕ	N086	1030 - 1100
*Major Duty- see below	Canal St	A C E	N089	1110 - 1140
**General Duties- see below	Canal St	A C E	N089	1140 - 1450
	Spring St	СЕ	N086	1500 -
 ***MAJOR CLEANING SUN: BOOTH INTERIOR/EXTERIOR (Clean windows, dust ledges and booth equipment, clean walls, fire extinguishers, halon dispenser, wipe overhead ceiling slats, empty waste baskets, sweep and mop floors) MON: Clean and organize all supply rooms (discard empty boxes or containers, deck floors, clean fire extinguishers, restock shelves, discard non-station items) TUE: Clean and polish all MVMs, MEMs, HEETs, Turnstiles and chromes railings. WED: EMP TOILET (wash walls, floors, commodes, sink, mirror, modesty panels, restock soap and hand towels. THUR: Bucket wash tile wall and gutters on NB platform. FRI: Bucket wash tile wall and gutters on NB platform. SAT: Clean and polish all trash receptacles. **General Duties Sweep all street, mezzanine and platform stairways. Wipe down all platforms (ends) and behind stairways. Remove all stairs and drag marks. Remove gum from floors. Disinfect/clean all urine and unsanitary areas including platform ends. Clean around and wipe down benches. Empty and disinfect all trash receptacles. Clean and polish trash receptacle tops and chromes. Clean interior of trash receptacle. Remove graffiti from non-painted surface/signs. Remove stickers/residue. Polish FSMF, Fire hose box, HPI, CIC and all AFC equipment (turnstiles, MVMs, MEMs, HEETs. Clean all public telephones/casings, clean canister housing, and sandboxes. Remove all dust balls from mezzanine and platform gutters and drains. Clean Booth exterior window and empty waste basket, clean and organize CTA room. *Bathroom Duties Clean and walls. Remove graffiti from non-painted surfaces/sigue. Re-stock with soap and tissue. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023	
Job#		Hours		RC#	
NC0254 Station North		0700 - 1500		2757	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
REPORT ON DUTY IN FULL UNIFORM.	28 St	R W	A027	0700 - 0930	
*General Duties- see below					
*Major Duty- see below	28 St	R W	A027	0930 - 1030	
Lunch	28 St	R W	A027	1030 - 1100	
**General Duties- see below	23 St	R W	A030	1110 - 1300	
*Major Duty- see below	23 St	R W	A030	1300 - 1400	
** General Duties- see below	28 St	R W	A027	1410 - 1500	
Report off duty.	28 St	R W	A027	1500 -	
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." *Major Duty Cleaning- Sun: Booth- Clean booth [booth A027] interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Mon: Employee Toilets- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Tue: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies Wed: Supply Room @ 28th Street-Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thu: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator,	g e y				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick Pick Effective Date: 7/16/2023 Job# Hours RC# NC0255 0700 - 1500 **Station North** 2762 **INSTRUCTIONS** BOOTH **STATION** LINE HOURS Sunday-Saturday 1 Av H007 0700 - 0900 Report On Duty In Full Uniform. L *Performed General Duties - See Below *NB & SB (L) Mezzanine and Platform - Perform General Duties - See Below Performed Major Duties - Elevator Duties & Room Cleaning - See Below 1 Av L H007 0900 - 1030 1040 - 1110 3 Av L H006 Lunch H006 1110 - 1300 3 Av *NB & SB (L) Mezzanine and Platform - Perform General Duties - See Below L H006 3 Av L 1300 - 1350 Performed Major Duties - See Below H007 1400 - 1500 1 Av L *NB & SB (L) Mezzanine and Platform - Perform General Duties - See Below Report Off Duty. 1 Av L H007 1500 -*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including [list areas outside station confines]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Cleaning-***Elevator Duties-EL 292, EL 293 Clean and polish elevators. Remove gum. Sweep, mop, and disinfect elevator floors. Wipe down interior and exterior panels/ ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom. Sun: Booth H007 - 1st Ave -Clean Interior And Exterior Of Booth. Mop Booth Floor, Wash Walls And Dust Ledges, Remove Garbage. Sat : Booth H006-3rd Ave-Clean Interior And Exterior Of Booth. Mop Booth Floor, Wash Walls And Dust Ledges, Remove Garbage. Daily: Refuse Housing Canisters- Disinfect housing canisters and floor base. Remove all debris from back of housing canisters and disinfect. Remove loose debris from refuse inserts and disinfect. Mon/Tue/Wed/Thurs: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Scrubber Room- Deck wash walls and floor. Clean/disinfect and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies.

Wipe down Fire Extinguishers. Restock supplies.

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023	
Job#		Hours		RC#	
NC0256 Station North		1500 - 2300		2761	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
REPORT ON DUTY IN FULL UNIFORM.	Canal St	A C E	N089	1500 - 1800	
*General Duties- see below					
*Major Duty- see below	Canal St	A C E	N089	1800 - 1900	
LUNCH	Canal St	A C E	N089	1900 - 1930	
**General Duties- see below	Spring St	CE	N086	1940 - 2200	
***Major Duty- Duties- see below	Spring St	CE	N086	2200 - 2300	
Report off duty.	Canal St	A C E	N089	2300 -	
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Cleaning – If Major Duty not assigned, continue with General Duties Sun: Stairways Canal St – Sweep and bucket wash stairways S1, M1A/B. Mon: Stairways Canal St – Sweep and bucket wash stairways S4, M5, M6A/B. Wed: Stairways Canal St – Sweep and bucket wash stairways S4, M5, M6A/B. Wed: Stairways Canal St – Sweep and bucket wash stairways S4, P6, P7 Fri: Stairways Spring St – Sweep and bucket wash stairways S2, P2, P3A/B Sat: Stairways Spring St – Sweep and bucket wash stairways S2, P2, P3A/B Sat: Stairways Spring St – Sweep and bucket wash stairways S3, P4, P5 					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick Effective Date:		
Job#		Hours		RC#
NC0256A Station North		2300 - 0700		2761
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
REPORT ON DUTY IN FULL UNIFORM. General Duties	Canal St	A C E	N089	2300 - 0200
Major Duty Floors	Canal St	A C E	N089	0200 - 0230
Lunch	Canal St	A C E	N089	0230 - 0300
Major Duty Cleaning	Canal St	A C E	N089	0300 - 0330
General Duties	Canal St	A C E	N089	0330 - 0700
Report off duty.	Canal St	A C E	N089	0700 -
disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Major Duty Floors-Nightly Remove dust balls and gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings.	; ,			
 Major Duty Cleaning- Sun: Bathroom in N089 and N090 Control Areas - Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Mon: Scrubber Room in N089 Control Area and Chemical Supply Room - Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Tidy and organize supply rooms. Tue: Employee Facility Room and Dry Supply Room - Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies organize supply rooms. Wed: Northbound Refuse and Scrubber Rooms - Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty chemical bottles. Thu: Southbound Refuse and Scrubber Rooms - Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty chemical bottles. Thu: Southbound Refuse and Scrubber Rooms - Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty chemical bottles. Thu: Southbound Refuse and Scrubber Rooms - Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Clean and organize the room. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Clean and organize the room. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Clean and organize the room. Discard all debris and empty chemical bottles. Fri: Scrubber Room in N090 Contro				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STA	2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#			Hours		RC#
NC0257	Station North		1500 - 2300		2761
INSTRUCTI	ONS	STATION	LINE	воотн	HOURS
	Sunday-Saturday				
Report On Dut	y In Full Uniform.	14 St	A C E	N078	1500 - 1800
*General Dutie	es- see below				
***Major Duty	7- Duties- see below	14 St	A C E	N078	1800 - 1830
Lunch		14 St	A C E	N078	1830 - 1900
***Elevator D	uties -	14 St	A C E	N078	1900 - 2100
**General Dut	ies- see below	14 St	A C E	N078	2100 - 2300
Report off duty	1.	14 St	A C E	N078	2300 -
station signs. If floor areas. En disinfect gutter ft.) Clean all le	WY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on apty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, s and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 edges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean ar of duty.				
Mon: Grills – Tue: Stairways Wed: Stairways Thu: Stairways Fri: Employee modesty panels commodes wit disinfect the fl Sat: Wipe, disi	 Bucket wash all grills on the north and south bound platforms. Bucket wash all grills in the middle unpaid/paid middle mezzanine. Sweep and bucket wash stairways S8, M8A/B, M6, S6, M7 A/B, S7, S5 and M5. s – Sweep and bucket wash stairways M1A/B, S1, M1, S1, M2A/B and S2. a – Sweep and bucket wash stairways M4, S4, M3 and S3. Toilets (Located in 8th Ave Passageway) - Clean Men and Women's: Wipe down all surfaces- walls, s, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean h toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and bor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. nfect and remove dust from all handrails and gates throughout 14th St & 8th Ave, the entire complex. 				
interior and ex elevators on st	ties - sh EL224, EL221, EL223 & EL222. Remove gum. Sweep, mop, and disinfect elevator floors. Wipe down terior panels/ledges on all levels (street, mezzanine and platforms). Clean interior and exterior glass on all ation. Remove graffiti, stickers and sticker/glue residue. Remove debris from elevator door sills. Clean and safety edge with a dry rag from top to bottom.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick			Effective Date	
Job#		Hours		RC#
NC0257A Station North		1500 - 2300		2761
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	8 Av	L	H001	1500 - 1630
*General Duties- see below **RTO Facilities Duties	8 Av	L	H001	1630 - 1730
Public Restroom Duties – see below	8 Av	L	H001	1730 - 1830
Note- In lieu public restrooms out of			1001	1,00 1000
service, listed General Duties will be performed:				
Lunch	8 Av	L	H001	1830 - 1900
*Major Duty- see below	8 Av	L	H001	1900 - 2015
**General Duties- see below	8 Av	L	H001	2015 - 2300
Report off Duty.	8 Av	L	H001	2300 -
around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine area disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside area ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EF and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clear during your tour of duty. restrooms.	on as, is (3 'R			
 *Major Duty Cleaning- Sun: Employee Toilets (Located in 8th Ave Passageway) - Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clea commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop an disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Mon: Refuse Room and Scrubber Room on 'L' Platform - Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Tue: Northbound Scrubber & Refuse Room 'ACE' Platform - Deck wash walls and floor. Wipe down Fire Extinguisher Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Wed: Dry & Chemical Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thu: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. E trash can, sweep, mop and disinfect floors. Wipe down top of FX. Fri: Middle Mezzanine Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris ar empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Sat: Southbound Scrubber Rooms - Scrubber & Refuse Room 'ACE' Platform - Deck wash walls and floor. Wipe down Fire Extinguishers. 	d r. Empty nd			
 ***Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dry (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graf and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, pap towels, toilet seat covers and soap as needed. Allow bathroom to dry 10 minutes before reopening. ***RTO Facilities Duties Clean all offices: Dispatcher, Superintendent, Tower. Clean all rooms: crew room, lunch room, locker room, and women/men restrooms. Wipe down all surfaces including Quench machines, tables and seats and modesty panels. Empt trash cans, sweep, mop and disinfect floors. Replenish paper stock and soap in restrooms as needed. RTO MUST PROV OWN CLEANING AND PAPER STOCK SUPPLIES. 	ffiti ber ty all			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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Pick Effective Date: 2023 STAC Summer Pick 7/16/2023 Hours Job# RC# NC0258 1500 - 2300 **Station North** 2762 HOURS **INSTRUCTIONS STATION** LINE BOOTH Sunday-Saturday Report On Duty In Full Uniform. 3 Av H006 1500 - 1630 L *Performed General Duties - See Below *NB & SB (L) Mezzanine and Platform - Perform General Duties - See Below *NB & SB (L) Mezzanine and Platform - Perform General Duties - See Below 1 Av L H007 1645 - 1900 1 Av L H007 1900 - 1930 Lunch H007 1930 - 2015 1 Av Performed Major Duties - Elevator Duties - See Below L H007 1 Av L 2015 - 2115 *NB & SB (L) Mezzanine and Platform - Perform General Duties - See Below H006 2130 - 2200 Performed Major duties- See Below 3 Av L H006 2200 - 2300 3 Av L *NB & SB (L) Mezzanine and Platform - Perform General Duties - See Below H006 2300 -Report Off Duty. 3 Av L *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including [list areas outside station confines]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." *Major Duty Cleaning-*Elevator Duties-EL 292, EL 293 Clean and polish elevators. Remove gum. Sweep, mop, and disinfect elevator floors. Wipe down interior and exterior panels/ ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom. Sun-Sat : Daily Refuse-Housing Canisters- Disinfect housing canisters and floor base. Remove all debris from back of housing canisters and disinfect. Remove loose debris from refuse inserts and disinfect. Sun/Tue/Thurs/Sat: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Scrubber Room- Deck wash walls and floor. Clean/disinfect and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Wipe down Fire Extinguishers. Restock supplies.

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0259 Station North		2300 - 0700		2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	City Hall	R W	A047	2300 - 0130
*General Duties-see below				
Lunch	City Hall	R W	A047	0130 - 0200
Major Duty Floors	City Hall	R W	A047	0200 - 0510
*General Duties-see below	City Hall	R W	A047	0510 - 0700
*Major Duties-see below (0600-0630)				
Report Off Duty.	City Hall	R W	A047	0700 -
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street) deck brush/remove bird droppings. Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect , clean & polish all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. *Major Duty Floors: Nightly Deck/bucket-Wash stains, spills, drag marks on floors. Clean, bucket-wash & Disinfect bird droppings. Wet Mop: stairway & landings, including threads, passageways/underpass, tunnels, mezzanines & corridors. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty *Major Duty Cleaning- Sun: Scrubber Room - Deck wash walls and floor, wipe Fire Extinguisher & Eyewash unit, restock and organize supplies and equipment. Clean & Organize paper and chemical Supply Rooms including wiping down Fire Extinguisher and breakdown and discard empty boxes. Sat: Refuse Room - Clean & Deodorize Room, Deck Wash walls and floors, wipe down sincluding wiping down Fire Extinguisher and Eyewash unit.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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Pick Effective Date: 2023 STAC Summer Pick 7/16/2023 Hours Job# RC# 0700 - 1500 NC0260 **Station North** 2763 **INSTRUCTIONS STATION** LINE BOOTH HOURS Sunday-Saturday Report On Duty In Full Uniform. R244 0700 -59 St 456 *Perform General Duties*-see below Perform duties on N, R, W Lines 59 St 456 R244 0700 - 0900 *Perform General Duties *Island Platform and Middle Mezzanine (salad bowl) 59 St 456 R244 0900 - 1100 *Perform General Duties *Mezzanine Control Area (A002) and Public Restrooms / and Underpass to 4/5/6 Plats 1100 - 1130 59 St 456 R244 Lunch 1130 - 1230 R244 59 St 456 **Major Duty Cleaning** R244 1230 - 1500 59 St 456 *Perform General Duties * Entire Station Report off duty. 59 St 456 R244 1500 -*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including [list areas outside station confines]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Deck brush stains on concrete floors. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." *Major Duty Cleaning-Sun: Booth- Clean booth [booth R244] interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Mon: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Tue: Cleaning Q-Panels (weekly)- Remove stains and scuff marks from "Q-Panels" on platforms. Wed: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thu: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX. Fri: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Sat: Office- Clean desks, table tops, Quench unit, refrigerator and microwave. Sweep and mop floors, disinfect. Clean employee toilet inside of office.

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick E	ffective Date:	7/16/2023
Job#		Hours		RC#
NC0260A Station North		2200 - 0600		2763
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report on Duty in full Uniform. *Note - If escalators are out of service, listed General Duties will be performed*	59 St	456	R244	2200 -
*Escalator Duties (ESC #212) - see below	59 St	456	R244	2200 - 2300
*Escalator Duties (ESC #214) - see below	59 St	456	R244	2300 - 2400
Lunch	59 St	456	R244	2400 - 0030
*Escalator Duties (ESC #211) - see below	59 St	456	R244	0030 - 0130
*Escalator Duties (ESC #213) - see below	59 St	456	R244	0130 - 0230
*Escalator Duties (ESC #215) - see below	59 St	N R W	R244	0230 - 0315
*Escalator Duties (ESC #248) - see below	59 St	N R W	R244	0315 - 0415
*Escalator Duties (ESC #249) - see below	59 St	N R W	R244	0415 - 0500
Perform General Duties	59 St	N R W	R244	0500 - 0600
Report off duty.	59 St	4 5 6	R244	0600 -
**Escalator Duties- Contact Elevator and Escalator Unit prior to cleaning, shutdown and restart, (212) 424-4497 Shutdown and clean [Escalator]. Remove gum and damp mop upper and lower landings. Clean and polish exterior and interior of Escalator panels. Clean adjacent tile walls. Remove graffiti, stickers, and sticker/glue residue. Sweep and mop escalator plate landings.				
*General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including [list areas outside station confines]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.).Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Deck brush stains on concrete floors. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down Fire Extinguishers.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick E	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0260B Station North		2200 - 0600		2763
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report on Duty in full Uniform. *Note - If escalators are out of service, listed General Duties will be performed*	59 St	456	R244	2200 -
*Escalator Duties (ESC #212) - see below	59 St	456	R244	2200 - 2300
*Escalator Duties (ESC #214) - see below	59 St	456	R244	2300 - 2400
Lunch	59 St	456	R244	2400 - 0030
*Escalator Duties (ESC #211) - see below	59 St	456	R244	0030 - 0130
*Escalator Duties (ESC #213) - see below	59 St	456	R244	0130 - 0230
*Escalator Duties (ESC #215) - see below	59 St	456	R244	0230 - 0315
*Escalator Duties (ESC #248) - see below	59 St	N R W	R244	0315 - 0415
*Escalator Duties (ESC #249) - see below	59 St	N R W	R244	0415 - 0500
Perform General Duties	59 St	N R W	R244	0500 - 0600
Report off duty.	59 St	456	R244	0600 -
 **Escalator Duties- Contact Elevator and Escalator Unit prior to cleaning, shutdown and restart, (212) 424-4497 Shutdown and clean [Escalator]. Remove gum and damp mop upper and lower landings. Clean and polish exterior and interior of Escalator panels. Clean adjacent tile walls. Remove graffiti, stickers, and sticker/glue residue. Sweep and mop escalator plate landings. *General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including [list areas outside station confines]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.).Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Deck brush stains on concrete floors. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. 				
Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down Fire Extinguishers.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick Effective Date:		7/16/2023
Job#		Hours		RC#
NC0261 Station North		0700 - 1500		2763
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	57 St-7 Av	N R Q W	A010	0700 - 1000
*General Duties- see below				
*RTO Facilities Duties	57.0.7.1		4.010	1000 1020
*Major Duty- see below	57 St-7 Av	N R Q W	A010	1000 - 1030
LUNCH	57 St-7 Av	N R Q W	A010	1030 - 1100
**General Duties- see below	57 St-7 Av	N R Q W	A010	1100 - 1350
Elevator Duties – see below Note- If Elevators are out of service, listed General Duties will be performed	57 St-7 Av	N R Q W	A010	1350 - 1420
**General Duties- see below	57 St-7 Av	N R Q W	A010	1420 - 1500
REPORT OFF DUTY.	57 St-7 Av	N R Q W	A010	1500 -
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/ around all street stairways including list areas outside station confines. Scrap all mezzanines, control areas, pla underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remo droppings from all railings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean chrome to receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform af floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot cle tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. "Deodorize the entire arriving and departing each station you are assigned to clean during your tour of duty. Major Duty Cleaning- Sun: Booth- Clean booth A010 interior and exterior. Sweep and mop floor, wash walls, dust top of ledges inc Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Mon: Refuse Room/Housing- Deck wash walls and floor (interior/exterior.) Wipe down Fire Extinguisher. Dis and empty boxes. Remove loose debris from refuse inserts and disinfect. Tue: Cleaning Q-Panels (weekly)- Remove stains and scuff marks from "Q-Panels" on platforms. Weed: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extingui Thu: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, micr trash can, sweep, mop and disinfect floors. Wipe down top of FX. Fri: Scrubber Room- Deck	atforms, (MVMs, (MVMs, ve all pigeon ps on all trash and mezzanine an ADA at base of ouch points. station upon duding Halon card all debris shers. owave. Empty chemical			
Elevator Duties - Clean and polish EL282, EL283, EL604, EL281. Remove gum. Sweep, mop, disinfect elevator floors. Wipe d and exterior panels/ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on on station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. Employee Toilets- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, d dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper tissue, paper towels, toilet seat covers) and soap as needed. *RTO Facilities Duties - Clean all offices: Dispatcher, Superintendent, Tower. Clean all rooms: crew room, locker room, and women/men restrooms. Wipe down all surfaces including Quench machines, tables and seats panels. Empty all trash cans, sweep, mop and disinfect floors. Replenish paper stock and soap in restrooms as MUST PROVIDE OWN CLEANING AND PAPER STOCK SUPPLIES	all elevators electric hand Remove all stock (toilet lunch room, and modesty			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC S	ummer Pick		Pick E	Effective Date:	7/16/2023
Job#			Hours		RC#
NC0261A	Station North		0700 - 1500		276
INSTRUCTIONS		STATION	LINE	воотн	HOURS
	Sunday-Saturday				
Report On Duty In I		49 St	N R W	A015	0700 - 1000
*General Duties- see					
*RTO Facilities Du *Major Duty- see be		49 St	N R W	A015	1000 - 1030
LUNCH	10w	49 St	N R W	A015	1030 - 1100
**General Duties- se	ee helow	49 St	N R W	A015	1115 - 1350
**Elevator Duties –		49 St	N R W	A015	1350 - 1420
Note- If Elevators a				11010	1200 1120
	al Duties will be performed.				
**General Duties- se		49 St	N R W	A015	1420 - 1500
REPORT OFF DUT	Y.	49 St	N R W	A015	1500 -
around all street stai underpass, and passa Furnstiles, HEETs/H droppings from all r receptacles. Dust mo floors. Mop all stain factile as required. E trash receptacle. Cle Clean and disinfect arriving and departin Major Duty Cleanin Sun: Booth- Clean b Sensors and Fire Ex Mon: Refuse Room/ and empty boxes. Refuse Room/ and empty boxes. Refue: Cleaning Q-Pai Wed: Supply Room- Fue: Cleaning Q-Pai Wed: Supply Room- Fue: Scrubber Room- pottles. Wipe down Sat: Office- Clean d employee toilet.	nsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft rways including list areas outside station confines. Scrap all mezzanines, control areas, platforms, ageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, IXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon ailings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash op and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine way landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of an all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. refuse rooms/refuse housings. Clean EFR and employee restrooms. "Deodorize the entire station upon ag each station you are assigned to clean during your tour of duty." g- ooth A010 interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon tinguishers. Empty garbage. Remove all debris. Housing- Deck wash walls and floor (interior/exterior.) Wipe down Fire Extinguisher. Discard all debris enswe loose debris from refuse inserts and disinfect. nels (weekly)- Remove stains and scuff marks from "Q-Panels" on platforms. • Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Ity Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty op and disinfect floors. Wipe down top of FX. • Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical Fire Extinguishers. Restock supplies. esks, tabletops, Quench unit, refrigerator and microwave. Sweep and mop floors, disinfect. Clean				
interior and exterior elevators in the stati wipe down the safet Employee Toilets- C dryers (if equipped) graffiti and stickers tissue, paper towels, ***RTO Facilities E locker room, and wo panels. Empty all tra	L282, EL283, EL604, EL281). Remove gum, sweep, mop and disinfect elevator floors. Wipe down panels/ledges on all levels (street, mezzanine and platforms. Clean interior and exterior glass on all on. Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and y edge with a dry rag from top to bottom. Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet toilet seat covers) and soap as needed. Duties - Clean all offices: Dispatcher, Superintendent, Tower. Clean all rooms: crew room, lunch room, omen/men restrooms. Wipe down all surfaces including Quench machines, tables and seats and modesty ash cans, sweep, mop and disinfect floors. Replenish paper stock and soap in restrooms as needed. RTO DWN CLEANING AND PAPER STOCK SUPPLIES				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#	н	ours		RC#
NC0262 Station North	07	700 - 1500		2757
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
REPORT ON DUTY IN FULL UNIFORM.	Times Sq-42 St	123	R151	0700 - 1130
*General Duties- see below N,Q,R,W				
Special Events				
G.O CTA to clean tower on SB platform NQRW Lunch	Times Sq-42 St	123	R151	1130 - 1200
*Major Duty- see below	Times Sq-42 St	1 2 3	R151	1200 - 1300
**General Duties- see below	Times Sq-42 St	1 2 3	R151	1300 - 1500
N,Q,R,W	Times 5q-42 St	125	K191	1500 - 1500
Report off duty.	Times Sq-42 St	1 2 3	R151	1500 -
*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including [41st & 40th Broadway. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Decodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty."				
 *Major Duty Cleaning- SUN: Clean, disinfect and bucket wash all trash receptacles on station. MON: Employee Facility- Shuttle lunch room, locker room, and women/men restrooms. Wipe down all surfaces including Quench machines, tables and seats and modesty panels. Empty all trash cans, sweep, mop and disinfect floors. Replenish paper stock and soap in restrooms as needed Clean, mop and disinfect locker rooms on shuttle. TUE: Employee Toilets A021 Control Area Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. WED: Wipe and clean all railings in eclipse area of Mezz. on N &R lines. Remove Dust balls, sticker and graffiti. THU: Manager Office/Supply Room - Shuttle Clean desks, table tops, Quench unit, refrigerator and microwave. Sweep and mop floors, disinfect. FRI: Scrubber Rooms- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Sat: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. 				
**Elevator Duties – Job 375 not covered: Clean and Polish [ELE229, 230] Remove gum. Sweep, mop and disinfect elevator floors. Wipe down interior and exterior panel/ledges on all levels (street, mezzanine and platforms). Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker/glue residue. Remove debris from elevator doors sills. Clean and wipe down the safety edge with a dry rag from top to bottom.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0263 Station North		0700 - 1500		2757
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
REPORT ON DUTY IN FULL UNIFORM.	8 St-NYU	R W	A038	0700 - 1000
*General Duties- see below				
*Major Duty- see below	8 St-NYU	R W	A038	1000 - 1100
Lunch	8 St-NYU	R W	A038	1100 - 1130
**General Duties- see below	Prince St	R W	A041	1140 - 1300
*Major Duty- see below	Prince St	R W	A041	1300 - 1400
** General Duties- see below	8 St-NYU	R W	A038	1410 - 1500
Report off duty.	8 St-NYU	R W	A038	1500 -
around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty."				
 *Major Duty Cleaning- Sun: Employee Toilets- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Mon: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies Tue: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX. Wed: Stairways- Bucket Wash at 22nd Street & Waverly Street Exits. Clean adjacent tile walls. Remove all stickers. Thu: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Fri: Employee Toilets- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Sat: Booth Clean [booth A038] interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0264 Station North		2300 - 0700		276
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Bowery	JZ	A064	2300 -
*General Duties- see below.	Bowery	JZ	A064	2300 - 0100
**Escalator Duties- see below. Perform at ES330	Bowery	JZ	A064	0100 - 0200
Lunch	Bowery	JZ	A064	0200 - 0230
*General Duties- see below.	Grand St	B D	N520	0250 - 0350
***Major Duty Cleaning- see below.	Grand St	B D	N520	0350 - 0550
*General Duties- see below.	Bowery	JZ	A064	0610 - 0700
Report Off Duty.	Bowery	JZ	A064	0700 -
down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Escalator Duties- Contact Elevator and Escalator Unit prior to cleaning, shutdown, and restart, (212) 424-4497 Shutdown and clean escalators indicated above. Remove gum and mop upper and lower landings. Clean and polish exterior and interior of Escalator panels. Clean adjacent tile walls Remove graffiti, stickers, and sticker/glue residue.				
***Major Duty Cleaning Sun: N/B Platform- Spot Mop/Deck all stains, spills, drag marks from floor areas. Remove all graffiti and stickers- do not leave residue.				
Mon: N/B Platform Refuse Housings- Wipe down exterior panel. Remove loose debris from housing floor. Bucket wash and disinfect housing.				
Tue: Employee Toilet (N520 Mezzanine)- Clean Men and or Women's: Wash Walls and Floors. Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed.				
Wed: S/B Platform- Spot Mop/Deck all stains, spills, drag marks from floor areas. Remove all graffiti and stickers- do not leave residue.				
Thu: AFC Equipment- Clean and Polish all Turnstiles, MVMs, MEMs, HEETs, HXTs and wipe down OMNY Validators.				
Fri: Employee Facility Room (N/B Platform)- Wash Walls and Floors. Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX.				
Sat: Graffiti/Sticker Removal- Remove graffiti and stickers from non-painted surfaces on entire station- do not leave residue.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job# NC0265 Station North INSTRUCTIONS Sunday-Saturday Report On Duty In Full Uniform. *General Duties-see below (0830-0900) *Major Duties-see below (0830-0900) *Major Duties-see below (0830-0900) PERFORM DUTIES ON CANAL ST "Q" LINE *General Duties - see below (0930-1000) Lunch *General Duties-see below (0930-1000) Lunch *General Duties-see below *Report Off Duty. *General Duties-see below *General Duties-see below *General Duties-see below *Transfues, HEETSHXDT) in control areas including Stairways S10, S11, S12A/B/C, & P14A/B/C. Sweep all stair (platform, mezzanine, and street). Clean/Scrap 3f around all street stairways. Scrap all mezzanines, control areas, platforr underpass, and passageways. Wipe down all stainfect all stairway hardralls. Clean and polish AFC equipment (MVMs, trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledge and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restroms. Decodorize the entire station up			RC	
NC0265 Station North		0700 - 1500		2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Canal St	R W	A043	0700 - 0900
*General Duties-see below				
*Major Duties-see below (0830-0900)				
PERFORM DUTIES ON CANAL ST "Q" LINE	Canal St	R W	A043	0910 - 1050
*General Duties - see below				
*Major Duties-see below (0930-1000)				
Lunch	Canal St	R W	A043	1100 - 1130
PERFORM DUTIES ON CANAL ST "Q" LINE	Canal St	R W	A043	1140 - 1300
*General Duties-see below				
*General Duties-see below	Canal St	R W	A043	1310 - 1500
*Major Duties-see below (1330-1400)				
Report Off Duty.	Canal St	R W	A043	1500 -
*General Duties-Daily Inspect station for unsanitary conditions and correct including Stairways S10, S11, S12A/B/C, & P14A/B/C. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect, Clean and polish all trash receptacles. Remove all stains, spills and drag marks on floor areas & spot mop. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
 *Major Duty Cleaning- Daily: Wet Mop: stairway & landings, including threads, passageways/underpass, tunnels, mezzanines & corridors, . R Line - NB/SB platform Refuse Rooms - Deck Wash walls and floors, wipe down Fire Extinguishers. Q Line - N/S/B Canister Housings and NB Refuse Room - Wash interior and exterior of housings. R Line - Employee Toilet - Deck wash walls and floors. Clean exterior of all surfaces including tissue and hand towel holders, mirror, hand dryer, sink, and commode. Replenish paper and soap. R Line - Employee Facility Room - Deck wash walls and floors. Clean exterior of all surfaces including lockers. Clean interior/exterior of microwave, refrigerator and Quench Unit. Thu: R Line - Station Supervisor's Office - Sweep and mop floor, clean surfaces, wipe Fire Extinguisher and empty trash. Fri: Q Line - NB Scrubber Room - Deck wash walls and floor, wipe Fire Extinguisher, restock and organize supplies and equipment. Sat: Q Line - SB Scrubber Room - Deck wash walls and floor, wipe Fire Extinguisher, restock and organize supplies and equipment. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0266 Station North		0700 - 1500		2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Cortlandt St	R W	A050	0700 - 1000
*General Duties-see below				
*Major Duties-see below (0830-0900)				
*General Duties-see below	City Hall	R W	A047	1010 - 1100
Lunch	City Hall	R W	A047	1100 - 1130
*General Duties-see below	City Hall	R W	A047	1130 - 1300
*Major Duties-see below (1200-1230)				
*General Duties-see below	Cortlandt St	R W	A050	1310 - 1500
Report off duty.	Cortlandt St	R W	A050	1500 -
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Clean platform stairways leading to lower concourse level, 1 Liberty Plaza, S/W's U7/U9, A050, A051, A052, and A053 control Areas, "E" Line passageway, and all turnstiles, MVMs, MEMs, and railings in lower level (Dey St passageway).Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Major Duty Cleaning-Daily: Wet Mop: stairway & landings, including threads, passageways/underpass, tunnels, mezzanines & corridors Sun/Weds: Clean Booth A047 & A950- interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon sensors and Fire Extinguishers. Remove all debris and Non-NYCT items from booth drawers. Daily: Wet Mop: stairways to remove dust/dirt & Dust-balls. Wet mop and clean coping/railing. Thu: Employee Facility Room - Deck wash walls and floors. Clean exterior of all surfaces including lockers. Clean interior/exterior of microwave, refrigerator and Quench Unit. Daily: Employee Toilet - Deck wash walls and floors. Clean exterior of all surfaces includ	5			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0267 Station North		0700 - 1500		2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Rector St	R W	A054	0700 - 0900
*General Duties-see below				
*Major Duties-see below (0800-0830)				
PERFORM DUTIES AT WHITEHALL ST "R"	South Ferry	1	R101	0910 - 1030
*General Duties- see below				
Lunch	South Ferry	1	R101	1030 - 1100
PERFORM DUTIES AT WHITEHALL ST "R"	South Ferry	1	R101	1100 - 1300
*General Duties-see below				
*Major Duties-see below (1130-1200)				
**General Duties- see below	South Ferry	1	R101	1300 - 1350
**General Duties- see below	Rector St	R W	A054	1400 - 1500
Report off duty.	Rector St	R W	A054	1500 -
*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon dropping from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. **Clean Public Toilets at 1200 hours. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.	gs			
*Major Duty Cleaning-				
 Sun: Clean Employee Facility Room at A052 Mezzanine. Mon: Clean Employee Facility Room at A051 Mezzanine. Thu: Clean Booth A054 Interior & Exterior and Control Area Including Wipe Booth Glass Inside & Out. Wipe down & dust countertops and equipment. Sweep as needed. Empty trash bin. Wipe down/clean Deal Tray. Fri: Clean & Disinfect Canister Housings. 				
*Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces-walls, modesty panels, vanity mirrors, electric hand dryers (equipped), dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti ar stickers including residue. Empty trash cans. Sweep, mop, and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soaps as needed. Allow bathroom to dry 10 minutes before reopening.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick E	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0268 Station North		1500 - 2300		2763
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	59 St	456	R244	1500 -
*Perform General Duties-see below				
*Perform General Duties *Island Platform and Middle Mezzanine (salad bowl)	59 St	N R W	R244	1500 - 1730
**Major Duty* see below	59 St	N R W	R244	1730 - 1830
Lunch	59 St	N R W	R244	1830 - 1900
*Perform General Duties *Mezzanine Control Area (A002) and Public Restrooms	59 St	N R W	R244	1900 - 2030
*Perform General Duties * Entire Station	59 St	N R W	R244	2030 - 2300
Report Off Duty.	59 St	456	R244	2300 -
*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including [list areas outside station confines]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETS/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.).Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Deck brush stains on concrete floors. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." *Major Duty Cleaning- Sun: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty boxes. Remov lose debris from refuse inserts and disinfect. Tue: Cleaning Q-Panels (weekly)- Remove stains and scuff marks from "Q-Panels" on platforms. Wed: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thu: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect. There clean and organize the room. Discard all debris and empty chemical bottles. Wipe	e			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Sum	ner Pick			Pick E	ffective Date:	7/16/2023
Job#			Но	urs		RC#
NC0269 S	tation North		150	0 - 2300		2763
INSTRUCTIONS		STA	ATION	LINE	воотн	HOURS
	S	unday-Saturday				
Report On Duty In Full U		49 5	St	N R W	A015	1500 - 1900
*General duties- see belo						
*Bathroom Duties- see be	elow	49 5	St	N R W	A015	1900 - 1930
LUNCH *General Duties- see belo				N R W		1900 - 1930
*Bathroom Duties- see be		49 5	51	IN K W	A015	1930 - 2030
**Major Duties- see belo		49 5	St	N R W	A015	2030 - 2100
**General Duties- see be		49 5	St	N R W	A015	2100 - 2300
Report Off Duty.		49 5	St	N R W	A015	2300 -
around all street stairway, underpass, and passagewa Turnstiles, HEETs/HXT) droppings from all railing receptacles. Dust mop an floors. Mop all stairway I tactile as required. Disinf trash receptacle. Clean al Clean and disinfect refuse arriving and departing ead *Employee Toilets- Clean dryers (if equipped) dispe graffiti and stickers inclu- tissue, paper towels, toile ***Major Duty Cleaning Sun: - Clean Mezzanine Mon: Supply Room- Tidy Extinguishers. Tue: Clean Platform Tile Wed: Supply Room- Tidy Thu: Employee Facility F trash can, sweep, mop an Fri: Scrubber Room- Dec	tary conditions and correct. Sweep all stairs (platform, mezzanin s including list areas outside station confines. Scrap all mezzanir ays. Wipe down & disinfect all stairway handrails. Clean and po in control areas including OMNY validators. Wipe down all dig gs, stairways, platform, and outside areas (3 ft.). Empty, disinfect d remove gum from floors. Remove all stains, spills, and drag m landings. Deck brush and disinfect gutters, sanitary bases and pla eet all urine areas. Clean interior of trash receptacle base and re l ledges and benches. Remove graffiti, stickers, and sticker/glue e rooms/refuse housings. Clean EFR and employee restrooms. "I ch station you are assigned to clean during your tour of duty." n Men and Women's: Wipe down all surfaces- walls, modesty pr ensers and holders. Clean sinks and faucets. Clean commodes wi ding residue. Empty trash cans. Sweep, mop and disinfect the flo t seat covers) and soap as needed. - (2030-2100) Tile walls- Remove stains and scuff marks from mezzanine tile y and organize chemical and dry supply rooms. Remove empty b walls- Remove stains and scuff marks from platform tile walls" y and organize supply rooms. Remove empty boxes. Wipe down Room- Wipe down all surfaces including lockers, Quench machir d disinfect floors. Wipe down top of FX. k wash walls and floor. Clean and organize the room. Discard a Extinguishers. Restock supplies.	es, control areas, platforms, ish AFC equipment (MVMs, tal ad panels. Remove all pigeon and clean chrome tops on all trash arks from platform and mezzanine tform ends. Spot clean ADA nove stains on floor at base of esidue. Sanitize all touch points. Deodorize the entire station upon nels, vanity mirrors, electric hand h toilet bowl brush. Remove all or. Replenish paper stock (toilet valls" on D - Line. oxes. Wipe down Fire on D - Line. top of Fire Extinguishers. es, refrigerator, microwave. Empty				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick E	ffective Date:	7/16/2023
Job#		Hours		RC#
NC0269A Station North		1500 - 2300		2763
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform. *General duties- see below	57 St-7 Av	N R Q W	A010	1500 - 1900
LUNCH	57 St-7 Av	N R Q W	A010	1900 - 1930
*General Duties- see below Elevator Duties – See below	57 St-7 Av	N R Q W	A010	1930 - 2030
**Major Duties- see below-	57 St-7 Av	N R Q W	A010	2030 - 2100
**General Duties- see below	57 St-7 Av	N R Q W	A010	2100 - 2300
Report Off Duty.	57 St-7 Av	N R Q W	A010	2300 -
General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including list areas outside station confines. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Major Duty Cleaning - (2030-2100) Sun: - Clean Mezzanine Tile walls- Remove stains and scuff marks from mezzanine tile walls. Restock supplies. Mon: Supply Room- Tidy and organize chemical and dry supply rooms. Remove empty boxes. Wipe down Fire Extinguishers. Tue: Scrubber Room- 57-7 st - Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Wed: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thu: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down				
Elevator Duties Clean and polish (EL282, EL283, EL604, EL281). Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels (street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.				
Employee Toilets/Public toilets (if no coverage)- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed.				
***RTO Facilities Duties - Clean all offices: Dispatcher, Superintendent, Tower. Clean all rooms: crew room, lunch room, locker room, and women/men restrooms. Wipe down all surfaces including Quench machines, tables and seats and modesty panels. Empty all trash cans, sweep, mop and disinfect floors. Replenish paper stock and soap in restrooms as needed. RTO MUST PROVIDE OWN CLEANING AND PAPER STOCK SUPPLIES				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#	н	ours		RC#
NC0270 Station North	15	500 - 2300		2757
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
REPORT ON DUTY IN FULL UNIFORM.	Times Sq-42 St	123	R151	1500 - 1930
*General Duties- see below				
Special Events G.O CTA to clean tower on SB platform NQRW				
Lunch	Times Sq-42 St	123	R151	1930 - 2000
*Major Duty- see below	Times Sq-42 St	123	R151	2000 - 2100
**General Duties- see below	Times Sq-42 St	123	R151	2100 - 2300
N,Q,R,W				
Report off duty.	Times Sq-42 St	123	R151	2300 -
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including [41st & 40th Broadway. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETS/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty doith trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." *Major Duty Cleaning- SUN: Clean, disinfect and bucket wash all trash receptacles on station. MON: Employee Facility- Shuttle lunch room, locker room, and women/men restrooms. Wipe down all surfaces including Quench machines, tables and seats and modesty panels. Empty all trash cans, sweep, mop and disinfect floors. Replenish paper stock and soap in restrooms as needed Clean, mop and disinfect locker rooms on shuttle. TUE: Employee Toilets A021 Control Area Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean comodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. WED: Wipe and clean all railings in clipse area of Mezz. on N &R lines. Remove Dust balls, sticker and graffiti. THU: Manager Office/Supply Room - Shuttle Clean and organize the				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0271 Station North		1500 - 2300		2757
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
REPORT ON DUTY IN FULL UNIFORM.	8 St-NYU	R W	A038	1500 - 1800
*General Duties- see below				
*Major Duty- see below	8 St-NYU	R W	A038	1800 - 1900
Lunch	8 St-NYU	R W	A038	1900 - 1930
**General Duties- see below	Prince St	R W	A041	1940 - 2050
*Major Duty- see below	Prince St	R W	A041	2050 - 2150
** General Duties- see below	8 St-NYU	R W	A038	2200 - 2300
Report off duty.	8 St-NYU	R W	A038	2300 -
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." *Major Duty Cleaning- Sun: Booth- Clean booth [booth A041] interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers and Eyewash Units. Restock supplies Tue: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down fire Extinguishers and floor. Wipe down fire Extinguishers. Thu: Refuse Room- Deck wash walls and floor. Wipe down fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Fri: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect. Fri: Employee Toilets- Clean Men and Women's: Wipe down all surface				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0271A Station North		2300 - 0700		2757
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
REPORT ON DUTY IN FULL UNIFORM	8 St-NYU	R W	A038	2300 - 0200
General Duties		D.W	4.020	0200 0220
Major Duty	8 St-NYU	R W	A038	0200 - 0230
Lunch	8 St-NYU	R W	A038	0230 - 0300
General Duties	Prince St	R W	A041	0310 - 0500
Major Duty	Prince St	R W	A041	0500 - 0530
General Duties	8 St-NYU	R W	A038	0540 - 0700
Report off duty	8 St-NYU	R W	A038	0700 -
around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETS/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Major Duty Cleaning- Sun: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies Tue: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX. Wed: Stairways- Bucket Wash at 22nd Street & Waverly Street Exits. Clean adjacent tile walls. Remove all stickers. Thu: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Fri: Employee Tacility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect. Fri: Employee Toilets- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clea				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick B	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0272 Station North		1500 - 2300		2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Canal St	R W	A043	1500 - 1700
*General Duties-see below				
PERFORM DUTIES ON CANAL ST "Q" LINE	Canal St	R W	A043	1710 - 1850
*General Duties-see below				
Lunch	Canal St	R W	A043	1900 - 1930
PERFORM DUTIES AT CANAL ST "Q" LINE	Canal St	R W	A043	1930 - 2140
*General Duties-see below				
*General Duties-see below	Canal St	R W	A043	2150 - 2300
*Major Duties-see below (2200-2230)				
Report Off Duty.	Canal St	R W	A043	2300 -
*General Duties-Daily Inspect station for unsanitary conditions and correct including Scrap, Mop, & Remove Gum From ramp down to N/Q Lines up to and including Mosaic tile wall. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Cleaning- Daily Wet Mop: stairway & landings, including threads, passageways/underpass, tunnels, mezzanines & corridors				
 Sun: A043 mezzanine Scrubber Room - Deck wash walls and floor, wipe Fire Extinguisher, restock and organize supplies and equipment. Mon: Station Supervisor's Office - Sweep and mop floors, clean surfaces, wipe Fire Extinguisher, empty trash. Thu: Clean & Organize paper and chemical Supply Rooms on NB platform including wiping down Fire Extinguisher and breakdown and discard empty boxes. Fri: NB Scrubber Room - Deck wash walls and floor, wipe Fire Extinguisher, restock and organize supplies and equipment. Sat: SB Scrubber Room - Deck wash walls and floor, wipe Fire Extinguisher, restock and organize supplies and equipment. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0273 Station North		1500 - 2300		2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	City Hall	R W	A047	1500 - 1630
*General Duties - see below				
*General Duties - see below	Cortlandt St	R W	A050	1640 - 1900
Lunch	Cortlandt St	R W	A050	1900 - 1930
*General Duties - see below	Cortlandt St	R W	A050	1930 - 2100
*Major Duties-see below (2000-2030)				
*General Duties - see below	City Hall	R W	A047	2110 - 2300
Report Off Duty.	City Hall	R W	A047	2300 -
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Remove Bird Droppings From Mezzanines, Platforms, & AFC Equipment Including HEETs Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. At Cortlandt St, clean & disinfect platform stairways leading to lower concourse level, 1 Liberty Plaza, S/W's U7/U9, A050, A051, A052, and A053 Control Areas, "E" Line passageway, and all turnstiles, MVMs, MEMs, and railings in lower level (Dey St passageway). Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas & Spot mop. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and benches. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Cleaning-Daily: Wet Mop: stairway & landings, including threads, passageways/underpass, tunnels, mezzanines & corridors Sun & Wed: Bucket Wash underpass S/W's U10 and U12. Tue & Thurs: Bucket Wash street and platform S/W's S4 and P4. Wed & Sat: Bucket Wash street and platform S/W's S4 and P4. Wed & Sat: Bucket Wash street and platform S/W's S8 and P6. Thu & Tue Bucket Wash street and platform S/W's S8 and P8. Fri & Mon: Bucket Wash platform S/W's P2AB Sat & Wed: NB platform Refuse Room - Deck Wash walls and floors, wip				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0274 Station North		1500 - 2300		2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Rector St	R W	A054	1500 - 1700
*General Duties-see below				1710 1910
PERFORM DUTIES AT WHITEHALL ST "N/R"	South Ferry		R101	1710 - 1810
*General Duties- see below				
Lunch	South Ferry	1	R101	1810 - 1840
RTO Facility (Clean, mop & disinfect)	South Ferry	1	R101	1840 - 1940
PERFORM DUTIES AT WHITEHALL ST "N/R"	South Ferry	1	R101	1940 - 2150
*General Duties- see below				
*Major Duties-see below (ESC 351: 1930-2030)				
*General Duties-see below	Rector St	R W	A054	2200 - 2300
Report Of Duty.	Rector St	R W	A054	2300 -
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including adjacent to Staten Island Ferry entrance. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Cleaning Sun: Clean Escalator #351 Including top & bottom landing plates, remove gum, stickers, & graffiti, and wipe down outer area walls and stainless steel panels. Mon: Clean Escalator #351 Including top & bottom landing plates, remove gum, stickers, & graffiti, and wipe down outer area walls and stainless steel panels. Wed: Clean Escalator #351 Including top & bottom landing plates, remove gum, stickers, & graffiti, and wipe down outer area walls and stainless steel panels. Wed: Clean Escalator #351 Including top & bottom landing plates, remove gum, stickers, & graffiti, and wipe down outer area walls and stainless steel panels. Wed: Clean Escalator #351 Including top & bottom landing plates, remove gum, stickers, & graffiti, and wipe down outer area walls and stainless steel panels. Fri: Clean Escalator #351 Including top & bottom				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0274A Station North		2300 - 0700		2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report on Duty in Full Uniform	Rector St	R W	A054	2300 - 0130
*General Duties-see below				
Lunch	Rector St	R W	A054	0130 - 0200
Major Duty Floors	Rector St	R W	A054	0200 - 0510
*General Duties-see below	Rector St	R W	A054	0510 - 0700
*Major Duties-see below (0600-0630)				
Report Of Duty.	Rector St	R W	A054	0700 -
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street) deck brush/remove bird droppings. Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Floors: Nightly Deck/bucket-Wash stains, spills, drag marks on floors. Clean, bucket-wash & Disinfect bird droppings. Wet Mop: stairway & landings, including threads, passageways/underpass, tunnels, mezzanines & corridors, . Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Cleaning- Sun: Scrubber Room - Deck wash walls and floor, wipe Fire Extinguisher & Eyewash unit, restock and organize supplies and equipment. Clean & Organize paper and chemical Supply Rooms including wiping down Fire Extinguisher and Eyewash unit. Clean and disinfect Refuse Room on "I"" platform. Men's and Women's public toilets - Deck wash walls and floors. Clean exterior of all surfaces including tissue and hand towel holders, mirror, hand dryer, sink, and commode. Repleni				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#	Но	ours		RC#
NC0275 Station North	07	00 - 1500		2755
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	Wakefield 241 St	2	R336	0700 -
*General Duties- see below	Wakefield 241 St	2	R336	0700 - 0830
***RTO Facilities- see below	Wakefield 241 St	2	R336	0830 - 1030
Located on platform at 241 Street				
LUNCH	Wakefield 241 St	2	R336	1030 - 1100
***RTO Facilities- see below	Wakefield 241 St	2	R336	1115 - 1245
Located at 239th Street Yard	W-1	2	D226	1300 - 1400
*General Duties- see below	Wakefield 241 St	2	R336	
*Major Duty Cleaning	Wakefield 241 St	2	R336	1400 - 1500
Report Off Duty.	Wakefield 241 St	2	R336	1500 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanine, control area, and platforms. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platforms, passageways, mezzanines, and outside areas (3 ft.). Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty. ***RTO Facilities Duties Clean all offices: Dispatcher, Superintendent, Tower. Clean all rooms: crew room, lunch room, locker room, and women/men restrooms. Wipe down all surfaces including Quench machines, tables and seats and modesty panels. Empty all trash cans, sweep, mop and disinfect floors. Replenish paper stock and soap in restrooms as needed. RTO MUST PROVIDE OWN CLEANING AND PAPER STOCK SUPPLIES.				
 *Major Duty Cleaning- Sun: Booth- Clean booth R336 interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Mon: Employee Toilets- Clean toilet: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Tue: Employee Facility Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator, microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguishers. Wed: Supply Room / CTA Slop Sink Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down Fire Extinguishers. Thu: Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall on platforms. Fri: Fiberglass Panels/Concrete/Tile Walls: Remove stains and scuff marks from Fiberglass Panels/Concrete/Tile Walls: Remove stains and scuff marks from Fiberglass Panels/Concrete/Tile Walls: Remove stains and scuff marks from Fiberglass Panels/Concrete/Tile Walls: Remove stains and scuff marks from Fiberglass Panels/Concrete/Tile Walls: Remove stains and scuff marks from Fiberglass Panels/Concrete/Tile Walls: Remove stains and scuff marks from Fiberglass Panels/Concrete/Tile Walls in mezzanine. Sat: Windows: Clean all windows and window ledges in mezzanine. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0276 Station North		2300 - 0700		2762
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Monday-Friday				
Report On Duty In Full Uniform.	59 St	456	R244	2300 - 0100
*Perform General Duties-see below				
renomi General Duties-see below				
Perform General Duties Northbound Upper Level		4.5.6		0100 0220
*Perform General Duties * - Northbound Lower Level	59 St	456	R244	0100 - 0230
Lunch	59 St	4 5 6	R244	0230 - 0300
*Perform General Duties * - Southbound Upper Level	59 St	456	R244	0300 - 0500
*Perform General Duties * - Southbound Lower Level	59 St	456	R244	0500 - 0615
Major Duty Cleaning - see below	59 St	456	R244	0615 - 0700
Report Off Duty.	59 St	4 5 6	R244	0700 -
 *General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including [list areas outside station confines]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.).Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." *Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mog all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse nooms/refuse housings. *Major Duty Cleaning- Sur: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Mon: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of F				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick E	ffective Date:	7/16/2023	
Job#	Hours			RC#	
NC0277 Station North	07	00 - 1500		2756	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform	Pelham Bay Park	6	R423	0700 - 0800	
RTO Duties					
RTO Duties	Pelham Bay Park	6	R423	0800 - 1000	
Lunch	Pelham Bay Park	6	R423	1000 - 1030	
RTO Duties	Westchester Sq East Tremont Av	6	R420	1045 - 1245	
RTO Duties	Pelham Bay Park	6	R423	1300 - 1500	
Report Off Duty.	Pelham Bay Park	6	R423	1500 -	
*RTO Duties- Mon-Fri: General Duties:Clean and disinfect crew room and toilets. Sweep and mop the Dispatcher's Office. Empty all trash receptacles. Sweep and mop the tower and empty all trash receptacles. Sweep and mop all floors. Empty all trash receptacles. Clean and disinfect Superintendent & RTO Deputy Superintendent's Office.Clean and disinfect the Dispatcher's Office. Sweep and mop the Dispatcher's Office. Empty all trash receptacles. Sweep and mop the tower and empty all trash receptacles. Clean and disinfect consolidated crew room and toilets. Sweep and mop the floors. Empty trash receptacles. Sat-Sun Clean and disinfect Dispatcher's Office. Sweep and mop the floors. Empty all trash receptacles. Clean and disinfect consolidated crew room and toilets. Sweep and mop the floors. Empty trash receptacles. Clean and disinfect consolidated crew room and toilets. Sweep and mop the floors. Empty trash receptacles. Clean and disinfect consolidated crew room and toilets. Sweep and mop the floors. Empty trash receptacles. Clean and disinfect consolidated crew room and toilets. Sweep and mop the floors. Empty trash receptacles. Clean and disinfect GSM & Deputy Superintendent's Office.Empty all trash receptacles in Westchester Sq Yard; Master Tower Building First, Second and fourth floors. Clean and disinfect consolidated crew room and toilets. Sweep and mop the floors. Empty trash receptacles.					

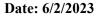
Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023	
Job#	Hours			RC#	
NC0278 Station North	07	00 - 1500		2756	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Uniform.	Westchester Sq East Tremont Av	6	R420	0700 - 1100	
RTO Duties see below Lunch	Westchester Sq East Tremont Av	6	R420	1100 - 1130	
RTO Duties- see below	Westchester Sq East Tremont Av	6	R420	1130 - 1500	
Report Off Duty. RTO Duties- Walk to Westchester Avenue Master Tower's Crew Room Reporting Center, Room #121 (Westchester Sq Yard) Sign in and out -Room 121- Westchester Master Tower Bldg. at 1311 Waters Place. General cleaning of all offices, rooms, lavatories and water fountains on the 1st floor, 2nd floor and 4th floor in the main tower building, including the Assistant Chief Transportation Officer and General Superintendent's Offices, Crew Rooms, Master Tower, elevator, stairs, floor landings and sweeping of the exterior sidewalks around the building. Clean and disinfect the rooms, hallways and offices. Sweep and mop all floors, dust lockers and window sills. Clean and scrub toilets, clean benches and empty all trash receptacles. Lunch: Sign in and out- Room 121 Westchester Master Tower Building Westchester Sq Yard/Master Tower Building: General cleaning of all offices, rooms, lavatories and water fountains on the 1st floor, 2nd floor and 4th floor in the main tower building, including the Assistant Chief Transportation Officer and General Superintendent's Offices, Crew Rooms, Master Tower, elevator, stairs, floor landings and sweeping of the exterior sidewalks around the building. Clean and disinfect the rooms, hallways and offices. Sweep and mop all floors, dust lockers and window sills. Clean and scrub toilets, clean benches and empty all trash receptacles.	Westchester Sq East Tremont Av	6	R420	1500 -	

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023	STAC	Summer	Pick	
2023	SIAC	Summer	FICK	

Pick Effective Date:	7/16/2023

Date: 6/2/2023

Job#	Но	ours		RC#
NC0279 Station North	0700 - 1500			2762
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform RESTRICTED DUTY (R/A)- Public Restrooms, Elevator/RTO Tower Cleaner. Must be Track Safety Qualified.	Grand Central 42 St	456	R238	0700 - 0800
*Station Cleaning Duties (GSS/GSM office)- see below				
**RTO Duties- Shuttle Crew Room/Toilet- see below	Grand Central 42	456	R238	0800 - 0930
Note- If Shuttle Crew Room and/or Toilets are not opened listed Station Cleaning duties will be performed inside of Stations Employee Facility Room, Locker Room and Employee Toilet.	St			
**RTO Duties- Platform, Reporting/Crew Rooms-see below	Grand Central 42 St	456	R238	0930 - 1030
*Station Cleaning Duties (R236 Employee Toilet) see below	Grand Central 42 St	456	R238	1030 - 1100
Lunch	Grand Central 42 St	456	R238	1100 - 1130
**RTO Duties- Line Supt Office-see below	Grand Central 42 St	456	R238	1130 - 1215
**RTO Duties- #7 Line Tower-see below	Times Sq-42 St	123	R151	1230 - 1310
**RTO Duties- #1 Line Supt Office-see below	Times Sq-42 St	123	R151	1310 - 1400
**RTO Duties- Superintendent Master Tower-see below	Grand Central 42 St	456	R238	1415 - 1500
Report Off Duty	Grand Central 42 St	456	R238	1500 -
*Station Cleaning Duties- Office/Facilities Office- Clean desks, table tops, Quench unit, refrigerator and microwave. Sweep and mop floors, disinfect. Clean employee toilet inside of office. Employee Toilets- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX.				
 **RTO Duties RTO Platform/Reporting Location/Crew Room: Sweep, remove all dust balls. Clean and disinfect passageway floor from swipe gate to front of refuse room door. Offices: Dispatcher, Superintendent, Tower. Clean all rooms: crew room, lunch room, locker room, and women/men bathrooms. Wipe down all surfaces including Quench machines, refrigerator, microwave. Empty all trash cans, sweep, mop and disinfect floors. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. RTO MUST PROVIDE OWN CLEANING AND PAPER STOCK SUPPLIES. 				
RESTRICTED DUTY (R/A)- Public Restrooms, Elevator/RTO Tower Cleaner. Must be Track Safety Qualified.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023	STAC	Summer	Pick
2023	SIAC	Summer	IICK

Pick Effective Date:	7/16/2023
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Date: 6/2/2023

Job#	Но	ours		RC#	
NC0280 Station North	0700 - 1500			2756	
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS	
Sunday-Saturday					
Report On Duty In Full UniformRESTRICTED DUTY (R/A)-Tower Facilities/Station Facilities. Must be Track Safety Qualified.	Pelham Bay Park	6	R423	0700 - 1000	
***RTO Tower Duties- see below **Toilet Duties- see below					
Note- If crew room is closed, listed Station Cleaning duties will be performed.					
Lunch	Pelham Bay Park	6	R423	1000 - 1030	
***RTO Tower Duties- see below **Toilet Duties- see below	Parkchester	6	R417	1045 - 1245	
***RTO Tower Duties- see below **Toilet Duties- see below	Pelham Bay Park	6	R423	1300 - 1440	
Report Off Duty	Pelham Bay Park	6	R423	1500 -	
 ***RTO Tower Duties Clean all offices: Dispatcher, Superintendent, Tower. Clean all rooms: crew room, lunch room, locker room, and women/men restrooms. Wipe down all surfaces including Quench machines, tables and seats and modesty panels. Empty trash cans, sweep, mop and disinfect floors. Replenish paper stock and soap in restrooms as needed. RTO MUST PROVI OWN CLEANING AND PAPER STOCK SUPPLIES. **Station General Duties Sweep all stairs- platform, mezzanine, and street. Scrap all mezzanines, control areas, platforms, and passageways. Wipe down all AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Remove graffit stickers and sticker/glue residue. Clean exterior of booth windows- use water only. 	DE				
RESTRICTED DUTY (R/A)- Tower Facilities/Station Facilities . Must be Track Safety Qualified.					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick Job#		Pick I	Effective Date:	7/16/2023	
		Hours			
NC0283 Station North	08	00 - 1600		2755	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform RESTRICTED DUTY- Must be Track Safety Qualified.	E 180 St	2 5	R325	0800 -	
***RTO Tower Duties- see below	E 180 St	2 5	R325	0800 - 0900	
Union Port Tower (Yard)					
*General Duties-Daily - see below	E 180 St	2 5	R325	0900 - 0930	
*Public Toilet Duties - see below	E 180 St	2 5	R325	0930 - 1000	
*RTO Tower Duties (N/E of Platform) - See below	E 180 St	2 5	R325	1000 - 1100	
*Elevator duties (El 159) - see below	E 180 St	5	R325	1100 - 1130	
Lunch	E 180 St	5	R325	1130 - 1200	
*Public Toilet Duties - see below	E 180 St	2 5	R325	1200 - 1300	
*Public Toilet Duties - see below	Eastchester Dyre Av	5	R730	1315 - 1345	
*RTO Tower Duties - see below	Eastchester Dyre Av	5	R730	1345 - 1445	
*Elevator duties (El 160) - see below	E 180 St	2 5	R325	1500 - 1530	
*Public Toilet Duties - see below	E 180 St	2 5	R325	1530 - 1600	
Report Off Duty	E 180 St	2 5	R325	1600 -	
*Note - In lieu Elevators or toilets out of service, listed duties will be performed					
RESTRICTED DUTY- Must be Track Safety Qualified.					
*General Duties-Daily Sweep all stairs. Scrap all mezzanines, control areas and platforms. Wipe down all AFC equipment in control areas including OMNY validators. Clean booth windows. Remove stickers and graffiti. Wipe down Digital Ad Panels. Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty.					
*Elevator Duties - Clean and polish El 159 and El 160. Remove gum. Sweep, mop, disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators on station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills.					
*RTO Duties Clean all offices: Dispatcher, Superintendent, Tower. Clean all rooms: crew room, lunchroom, locker room, and women/men bathrooms. Wipe down all surfaces including Quench machines, empty all trash cans, sweep, mop and disinfect floors. Replenish paper stock and soap in restrooms as needed. RTO MUST PROVIDE OWN CLEANING AND PAPER STOCK SUPPLIES.					
*Public Restroom Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Allow bathroom to dry 10 minutes before reopening.					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STA	C Summer Pick		Pick H	Effective Date:	7/16/2023
Job#		Hours			RC#
NC0284	Station North	1	000 - 1800		2754
INSTRUCT	IONS	STATION	LINE	воотн	HOURS
	Sunday-Saturday				
Report On Du	ty In Full Uniform RESTRICTED DUTY- Public Restroom/Elevator Cleaner	161 St Yankee Stadium	B D	N203	1000 - 1200
Clean men and	d women's public toilets				
*Public Restro	oom Duties- see below				
Note- If toilets service, Gener	s are out of al Duties listed will be performed:				
Clean and disi	nfect ELE (EL131,EL132, EL133, EL134, & EL135) ties- see below	161 St Yankee Stadium	B D	N203	1200 - 1330
	tors or Public Toilets are out of al Duties listed will be performed:				
Lunch		161 St Yankee Stadium	B D	N203	1330 - 1400
Clean men and	d women's public toilets	161 St Yankee Stadium	B D	N203	1400 - 1600
	nfect ELE (EL131, EL132, EL133, & EL135) ties- see below	161 St Yankee Stadium	B D	N203	1600 - 1800
Report Off Du	ty	161 St Yankee Stadium	B D	N203	1800 -
(if equipped) and stickers in	Duties d Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti cluding residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper teat covers and soap as needed. Allow bathroom to dry 10 minutes before reopening.				
	ties rs. Scrap all mezzanines, control areas and platforms. Wipe down all AFC equipment in control areas NY validators, clean booth glass. Sweep, mop & remove gum				
	tes of and wipe down all elevators on station. Clean interior and exterior glass. Wipe down interior and exterior we debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.				
RESTRICTED	DUTY- Public Restroom/Elevator Cleaner				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC	C Summer	Pick
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Pick Effective Date: 7.	/16/2023
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Date: 6/2/2023

Job#	Hours			RC#
NC0285 Station North	1000 - 1800			2754
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform RESTRICTED DUTY- Public Restroom Cleaner	Norwood 205 St	D	N224	1000 - 1200
Clean men and women's public toilets				
*Public Toilet Duties- see below				
Note- If toilets are out of				
service, General Duties listed will be performed at 205 St				
Clean men and women's public toilets	125 St	A B C D	N026	1220 - 1420
Lunch	125 St	ABCD	N026	1420 - 1450
Clean men and women's public toilets	Norwood 205 St	D	N224	1510 - 1620
Clean men and women's public toilets	125 St	A B C D	N026	1640 - 1740
Report Off Duty	Norwood 205 St	D	N224	1800 -
*Public Toilet Duties				
Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers				
(if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti				
and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper				
towels, toilet seat covers and soap as needed. Allow bathroom to dry 10 minutes before reopening.				
**General Duties				
Sweep all stairs. Scrap all mezzanines, control areas and platforms. Wipe down all AFC equipment in control areas				
including OMNY validators. If 125 St ABCD toilet is not open clean ELE 500,501 & 502. Bedford Park[D]- Clean				
Dispatchers Office, Employee Bathrooms, RTO EFR's and Tower. Sweep, mop & remove gum from station mezzanines and				
platforms				
RESTRICTED DUTY- Public Restroom Cleaner				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date:			7/16/2023
Job#	Но	urs		RC#
NC0286 Station North	093	0 - 1730		2762
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform RESTRICTED DUTY	42 St Bryant Park	B D F M	N503	0930 - 1000
*Public Restroom Duties- see below				
Note- If out of service listed duties will be performed:				
Mon- Clean men and women's public toilets Tues to Sun- **Station General Duties- see below				
***Elevator Duties- see below	14 St-Union Sq	N Q R W	A034	1015 - 1145
*Public Restroom Duties- see below	42 St Bryant Park	BDFM	N503	1200 - 1315
Lunch	14 St-Union Sq	N Q R W	A034	1330 - 1400
***Elevator Duties- see below	14 St-Union Sq	N Q R W	A034	1400 - 1530
*Public Restroom Duties- see below	14 St-Union Sq	456	R221	1530 - 1600
Note- If out of service listed general duties will be performed: Mon- Clean men and women's public toilets Tues to Sun- **Station General Duties- see below				
**Station General Duties- see below	42 St Bryant Park	BDFM	N503	1615 - 1730
Report Off Duty	42 St Bryant Park	B D F M	N503	1730 -
 *Public Restroom Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Allow bathroom to dry 10 minutes before reopening ***Elevator Duties- EL218, EL219, EL220 Remove gum. Sweep, mop, disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels- street, mezzanine, and platforms. Clean interior and exterior glass on all elevators on station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom **Station General Duties Wipe down all AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Remove graffiti, stickers, and sticker/glue residue. Clean exterior of A034, R221 and N503 booth window- use water only. Wipe down all tile ledges in control areas. 				
RESTRICTED DUTY				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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023 STAC Summer Pick Pick Effective Date:			7/16/2023	
Job#		Hours		RC#
NC0287 Station North		0930 - 1730		2757
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full RESTRICTED DUTY- Public Restroom/Elevator Cleaner	Chambers St	1 2 3	R116	0930 - 1000
*Public Restroom Duties- see below				
Note- If out of service listed general duties will be performed:				
Mon- Clean men and women's public toilets Tues to Sun- **Station General Duties- see below				
***Elevator Duties- see below	Chambers St	123	R116	1000 - 1100
***Elevator Duties- see below	South Ferry	1	R101	1110 - 1200
Whitehall St	South Ferry	1	R101	1200 - 1300
*Public Restroom Duties- see below				
Note- If out of service listed duties will be performed:				
Mon- Clean men and women's public toilets Tues to Sun- **Station General Duties- see below				
Lunch	South Ferry	1	R101	1300 - 1330
***Elevator Duties- see below	Chambers St	123	R116	1340 - 1440
**Station General Duties- see below	Chambers St	123	R116	1440 - 1530
*Public Restroom Duties- see below	Chambers St	123	R116	1530 - 1600
***Elevator Duties- see below	South Ferry	1	R101	1610 - 1720
Report Off Duty	Chambers St	123	R116	1730 -
 *Public Restroom Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Allow bathroom to dry 10 minutes before reopening **Station General Duties Wipe down all AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Remove graffiti, stickers, and sticker/glue residue. Clean exterior of R101, R116 booth windows- use water only ***Elevator Duties- Chambers Street, South Ferry Remove gum. Sweep, mop, disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels- street, mezzanine, and platforms. Clean interior and exterior glass on all elevators on station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom. 				
RESTRICTED DUTY- Public Restroom/Elevator Cleaner				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick			Effective Date:	7/16/2023
Job#	Но	Hours		RC#
NC0288 Station North	09	30 - 1730		2762
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform RESTRICTED DUTY- Public Restroom/Elevator Cleaner	Brooklyn Bridge City Hall	456	R210	0930 - 1000
*Public Restroom Duties- see below				
Note- If out of service listed general duties will be performed:				
Mon- Clean men and women's public toilets Tues to Sun- **Station General Duties- see below				
***Elevator Duties- see below	Bowling Green	4 5	R200A	1010 - 1050
***Elevator Duties- see below	Brooklyn Bridge City Hall	456	R210	1100 - 1200
*Public Restroom Duties- see below	Brooklyn Bridge City Hall	456	R210	1200 - 1300
Lunch	Bowling Green	4 5	R200A	1310 - 1340
***Elevator Duties- see below	Bowling Green	4 5	R200A	1340 - 1420
**Station General Duties	Brooklyn Bridge City Hall	456	R210	1430 - 1530
*Public Restroom Duties- see below	Brooklyn Bridge City Hall	456	R210	1530 - 1600
**Station General Duties	Bowling Green	4 5	R200A	1610 - 1720
Report Off Duty	Brooklyn Bridge City Hall	456	R210	1730 -
*Public Restroom Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Allow bathroom to dry 10 minutes before reopening. **Station General Duties				
Sweep all stairs- platform, mezzanine, and street. Scrap all mezzanines, control areas, platforms, and passageways. Wipe down all AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Remove graffiti, stickers, and sticker/glue residue. Clean exterior of R210, R200A booth windows- use water only.				
***Elevator Duties- Brooklyn Bridge, Bowling Green Remove gum. Sweep, mop, disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels- street, mezzanine, and platforms. Clean interior and exterior glass on all elevators on station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.				
RESTRICTED DUTY- Public Restroom/Elevator Cleaner				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick			Pick H	Effective Date:	te: 7/16/2023	
Job#			Hours		RC#	
NC0289 Station North			0930 - 1730		276	
INSTRUCTIONS		STATION	LINE	воотн	HOURS	
	Sunday-Saturday					
Report On Duty In Full Uniform RESTRICTED DU	UTY- Public Restroom/Elevator Cleaner	14 St	A C E	N078	0930 - 1000	
*Public Restroom Duties- see below Note- If out of service listed general duties will be per	formed:					
Mon- Clean men and women's public toilets Tues to Sun- **Station General Duties- see below						
***Elevator Duties- see below		14 St	A C E	N078	1000 - 1115	
***Elevator Duties- see below		Chambers St	A C	N092	1130 - 1200	
*Public Restroom Duties- see below		Chambers St	A C	N092	1200 - 1300	
Note- If out of service listed general duties will be per	formed:					
Mon- Clean men and women's public toilets Tues to Sun- **Station General Duties- see below						
Lunch		Chambers St	A C	N092	1300 - 1330	
**Station General Duties- see below		Chambers St	A C	N092	1330 - 1430	
***Elevator Duties- see below		Chambers St	A C	N092	1430 - 1515	
*Public Restroom Duties- see below		14 St	A C E	N078	1530 - 1600	
***Elevator Duties- see below		14 St	A C E	N078	1600 - 1730	
Report Off Duty		14 St	A C E	N078	1730 -	
(if equipped) dispensers and holders. Clean sinks and f and stickers including residue. Empty trash cans. Swee paper towels, toilet seat covers) and soap as needed. A **Station General Duties Sweep all stairs- platform, mezzanine, and street. Scrap	surfaces- walls, modesty panels, vanity mirrors, electric hand dryers faucets. Clean commodes with toilet bowl brush. Remove all graffiti ep, mop and disinfect the floor. Replenish paper stock (toilet tissue, llow bathroom to dry 10 minutes before reopening p all mezzanines, control areas, platforms, and passageways. Wipe HXT) in control areas including OMNY validators. Remove graffiti,					
stickers, and sticker/glue residue. Clean exterior of NO9 ***Elevator Duties- 14th Street, Chambers Street Remove gum. Sweep, mop, disinfect elevator floors. W mezzanine, and platforms. Clean interior and exterior g						
RESTRICTED DUTY- Public Restroom/Elevator Clear	ner					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick Pick Effective Date: 7/16/2023 Hours Job# RC# NC0290 Sun - Sun:0930 - 1730 **Station North** 2762 Mon - Tue:0930 - 1730 Wed - Thu:0930 - 1730 **INSTRUCTIONS STATION** BOOTH HOURS LINE Sunday-Thursday 0930 - 1730 Report On Duty In Full Uniform. RESTRICTED DUTY- Must be Track Safety Qualified Various Various Various Sun: Brooklyn Bridge R210 To Cover Job NC0288 Mon: 42 St Bryant Park N503 To Cover Job NC0286 Tue: 42 St Bryant Park N503 To Cover Job NC0286 Wed: Chambers St R116 To Cover Job NC0287 Thu: Chambers St R116 To Cover Job NC0287 Fri: RDO Sat: RDO Report Off Duty Various Various 1730 -Various RESTRICTED DUTY- Must be Track Safety Qualified

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick E	ffective Date:	7/16/2023
Job#		Hours	RC#	
NC0291 Station North		Mon - Mon:0930 - 1730 Thu - Fri:0930 - 1730 Sat - Sun:0930 - 1730		
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Thursday-Monday				
Report On Duty In Full Uniform RESTRICTED DUTY- Must be Track Safety Qualified Sun: 57 St-7 Av To Cover Job NC0343 Mon: Brooklyn Bridge City Hall To Cover Job NC0288	Various	Various	Various	0930 - 1730
Tue: RDO Wed: RDO Thu: 14 St To Cover Job NC0289 Fri: 14 St To Cover Job NC0289 Sat: 57 St-7 Av To Cover Job NC0343				
Report Off Duty RESTRICTED DUTY- Must be Track Safety Qualified	Various	Various	Various	1730 -

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0306 Station North		0700 - 1500		2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Fulton St	A C	N095	0700 - 0930
PERFORM ALL DUTIES ON 4/5 LINE				
*General Duties-see below				
*Elevator Duties- see below	Fulton St	A C	N095	0930 - 1000
*General Duties-see below	Fulton St	A C	N095	1000 - 1100
*Major Duties- see below (1030-1100)				
Lunch	Fulton St	A C	N095	1100 - 1130
*General Duties-see below	Fulton St	A C	N095	1130 - 1400
*Elevator Duties-see below				
*General Duties-see below	Fulton St	A C	N095	1400 - 1500
Report Off Duty.	Fulton St	A C	N095	1500 -
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Scrap all mezzanines, control areas, platforms, underpass, and passageways. Sweep Stairways NS12/NS13 Leading to Concourse Level. Scrap, Mop, & Disinfect Underpass Between S/B "4/5" & "A/C" West Mezzanine And Clean & Polish Railing. Remove Dust Buildup on Tile Walls Leading To Underpass & "A/C" West Mezzanine. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stairway handrails. Clean archs on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Cleaning- Daily : Clean Service Corridor on N/B Platform Including Scrap, Mop, Disinfect Floors And Remove Gum, Stickers, & Graffiti. Mop floor & deck stains at base of wall/edges/corners. Mon & Weds : Scrap Supervisor's & Manager's Office Including Empty Trash Bin, Sweep & Mop Floors. Daily : Clean semployee Lunch Room & Men's Locker Room Including Smeep And Mop Floors, Wipe/clean Bench & Table. Daily: Employee Toilet & Women's Locker Room - Clean & disinfect. Sweep and mop; clean toilet, vanity, and sink. Empty trash bins. Clean walls, as needed. Fri: Clean & Organize Paper/Chemical Supply Rooms on N/B Platform Including Breakdown Empty Boxes And Place Supply Boxes on Shelves/Wooden Pallets. Cle				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0306A Station North		0900 - 1700		2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Monday-Friday				
Report On Duty In Full Uniform RESTRICTED DUTY- NO CHEMICAL CONTACT	Fulton St	A C	N095	0900 - 1030
*General Cleaning Duties- see below				
**General Cleaning Duties- see below	Fulton St	A C	N095	1030 - 1200
Lunch	Fulton St	A C	N095	1200 - 1230
***General Cleaning Duties- see below	Fulton St	23	N098	1230 - 1400
****General Cleaning Duties- see below	Fulton St	2 3	N098	1400 - 1530
*General Cleaning Duties- see below	Fulton St	A C	N095	1540 - 1700
Report Off Duty	Fulton St	A C	N095	1700 -
Sweep all street stairs, and platform stairways on the S/B platform leading to the lower concourse. Scrap all control areas with the exception of R206 unpaid side, N/S/B platforms and underpass to "A" line. Wipe down all AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Clean exterior of N095 booth window- use water only. Remove all stickers and sticker/glue residue from all areas of the station including the elevator. Remove gum from EL718 floor. **General Duties- A/C Sweep all platform stairs. Scrap upper/middle mezzanines and island platform. Wipe down light feature in the A/C upper mezzanine. Remove gum from top and bottom landings of ES367 and 368. Remove gum from EL5 719, 720, 721 floors. Remove all stickers and sticker/glue residue from all areas of the station including the elevators. ***General Duties- J/Z, A077, A081, A082 Control Areas Sweep all stairways including leading to the upper and lower AC mezzanines. Scrap all control areas, N/S/B platforms and passageways leading to 87 Nassau Street and 33 Maiden Lane. Wipe down all AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas of the station including the elevator included. ****General Duties- 2/3, N098, R113, R113A, R114 Sweep all stairways. Scrap all control areas, island platform and passageway leading to EL732. Wipe down all AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas, island platform and passageway leading to EL732. Wipe down all AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas, island platform and passageway leading to EL732. Wipe down all AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Clean exterior of N098 booth window- use water only. Remove gum from EL723, 732 floors. Remove all stickers and sticker/glue residue from all areas of the station included.				
RESTRICTED DUTY- NO CHEMICAL CONTACT				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date:			7/16/2023
Job#		Hours		RC#
NC0307 Station North		1500 - 2300		2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Fulton St	A C	N095	1500 - 1600
*Elevator Duties-see below				
*General Duties- see below	Fulton St	A C	N095	1600 - 1900
Lunch	Fulton St	A C	N095	1900 - 1930
*General Duties- see below	Fulton St	A C	N095	1930 - 2030
*Elevator Duties- see below	Fulton St	A C	N095	2030 - 2130
*General Duties- see below	Fulton St	A C	N095	2130 - 2300
Report Off Duty.	Fulton St	A C	N095	2300 -
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Scrap all mezzanines, control areas, platforms, underpass, and passageways. Scrap, Mop, & Disinfect Underpass Between S/B "4/5" & "A/C" West Mezzanine, Clean & Polish Handrail/Railing. Dust Mop Tile Wall Ledges At Stairways NS10A/B & NS11A/BWipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Elevator Duties- Clean & Polish EL-716 & EL-720. Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels(street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date:			7/16/2023
Job#		Hours		RC#
NC0308 Station North		0700 - 1500		2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Fulton St	2 3	N098	0700 - 1020
*Elevator Duties-see below				
*Major Duties- see below (0900-0930)				
*General Duties- see below	Park Place	2 3	R115	1030 - 1120
Lunch	Fulton St	2 3	N098	1130 - 1200
*General Duties- see below	Fulton St	2 3	N098	1200 - 1500
*Elevator Duties-see below				
*Major Duties-see below (1330-1400)				
Report Off Duty.	Fulton St	2 3	N098	1500 -
*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Scrap all mezzanines, control areas, platforms, underpass, and passageways. Clean Stairways That Lead to The "A/C" East Mezzanine, NS30 & NS31, And R113 Passageway Including Clean & Polish Chrome Railings That Lead to EL-732. Scrap, Mop & Disinfect 135 William ST Entrance. Clean/Scrap 3ft around all street stairways/entrances including at Fulton ST & William ST. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Sun & Weds: Clean Booth N098. Wipe booth glass inside & out. Wipe down & dust countertops and equipment. Sweep as needed. Empty trash bin. Wipe down/clean Deal Tray.				
*Elevator Duties-				
Clean & Polish EL-723 (0730-0800 And 1230-1300) & EL-732 (0800-0830 And 1300-1330). Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels(street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#	Hours			RC#
NC0308A Station North	0700 - 1500			2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report on Duty in Full Uniform *Elevator Duties-see below *Major Duties- see below *Major Duties- see below *General Duties- see below *General Duties- see below *General Duties- see below *General Duties- see below *Major Duties-see b	Fulton St Park Place Fulton St Fulton St	2 3 2 3 2 3 2 3 2 3	N098 R115 N098 N098 N098 N098	0700 - 1020 1030 - 1120 1130 - 1200 1200 - 1500 1500 -
Note: In the absence of coverage for Job NC0179 A-Line, perform all listed dusties on the 2-Line & A-Line				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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STAC Summer Pick Pick E			Effective Date:	7/16/2023
Job#		Hours		
NC0309 Station North		0700 - 1500		2757
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	34 St Hudson	7	R550	0700 - 1030
*General Duties- see below	Yards			
Elevator Duties – see below				
Note- If Elevators are out of				
service, listed General Duties will be performed.				
Lunch	34 St Hudson Yards	7	R550	1030 - 1100
	34 St Hudson	7	R550	1100 - 1130
*Major Duty- see below	Yards	,	1000	1100 1120
**General Duties- see below	34 St Hudson	7	R550	1130 - 1500
	Yards		D.550	1500
Report off duty.	34 St Hudson Yards	7	R550	1500 -
*General Duties-Daily	1 arus			
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft				
around all street stairways including P1A/B to 12A/B Scrap all mezzanines, control areas, platforms, underpass, and				
passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles,				
HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe				
Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water				
only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings,				
stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue.				
Sanitize all touch points. Clean EFR and employee restrooms. Clean RTO & Relay Facilities on the lower level Deodorize				
the entire station upon arriving and departing each station you are assigned to clean during your tour of duty."				
*Major Duty Cleaning-				
Sun: RTO Facilities Duties- Relay Room				
Clean all rooms: crew room, lunch room, locker room, and women/men restrooms. Wipe down all surfaces including				
Quench machines, tables and seats and modesty panels. Empty all trash cans, sweep, mop and disinfect floors. Replenish				
paper stock and soap in restrooms as needed. RTO MUST PROVIDE OWN CLEANING AND PAPER STOCK				
SUPPLIES. Mon: RTO Facilities Duties- Tower				
Clean all offices: Dispatcher, Superintendent, Tower. Clean all rooms: crew room, lunch room, locker room, and				
women/men restrooms. Wipe down all surfaces including Quench machines, tables and seats and modesty panels. Empty all				
trash cans, sweep, mop and disinfect floors. Replenish paper stock and soap in restrooms as needed. RTO MUST PROVIDE				
OWN CLEANING AND PAPER STOCK SUPPLIES.				
Tue: Employee Toilets- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric				
hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove				
all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed.				
Wed: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical				
bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies.				
**Elevator Duties				
**Elevator Duties - Clean and polish [ELE600 & 601. Remove gum. Sweep, mop, disinfect elevator floors. Wipe down interior and exterior				
panels/ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators on station.				
Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety				
edge with a dry rag from top to bottom.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick Effective Date:		
Job#		RC#		
NC0310 Station North	(0700 - 1500		2757
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	34 St Hudson Yards	7	R550	0700 - 1100
*General Duties- see below				
Elevator Duties – see below Note- If Elevators are out of				
service, listed General Duties will be performed.				
Lunch	34 St Hudson Yards	7	R550	1100 - 1130
*Malar Dute and beland	34 St Hudson	7	R550	1130 - 1230
*Major Duty- see below	Yards			
**General Duties- see below	34 St Hudson Yards	7	R550	1230 - 1500
Report Off Duty.	34 St Hudson Yards	7	R550	1500 -
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including 34th & 35th Street- S1, S2, M2, M3, M4, M6. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect Men Consolidated Locker Room and Bathroom (upper level). Wipe down tile walls /dust overhead lockers- restock supplies. Clean and disinfect employee bathroom and facility at 35th Control area R551. Clean newly constructed corridor to 50 Hudson Yard. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." *Major Duty Cleaning- Sun: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Mon: Station Supervisor Office- Clean desks, table tops, Quench unit, refrigerator and microwave. Sweep and mop floors, disinfect. Tue: TCC Office- Clean desks, table tops. Quench unit, refrigerator and microwave. Sweep and mop floors, disinfect. Tuu- Clean newly constructed corridor to 50 Hudson Yard- mop and clean tile walls. Fri: Clean and polish stainless steel pillars at stre				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date:			7/16/2023	
Job#	Hours			RC#	
NC0311 Station North	06	500 - 1400		2757	
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS	
Sunday-Saturday					
Report on Duty in full Uniform.	Times Sq-42 St	S	R147	0600 - 0830	
*General Duties- see below					
*General Duties- see below	34 St Hudson Yards	7	R550	0840 - 1000	
Lunch	34 St Hudson Yards	7	R550	1000 - 1030	
**General Duties- see below	34 St Hudson Yards	7	R550	1030 - 1200	
*Major Duty- see below	34 St Hudson Yards	7	R550	1200 - 1300	
**General Duties- see below	Times Sq-42 St	S	R147	1310 - 1400	
Report off duty.	Times Sq-42 St	S	R147	1400 -	
 *General Duties-Daily (Times Square) 0600-0830 Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including [42nd & 43rd Broadway. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean, Disinfect and Organize Rooms: Male & Female Locker Room, EFR/CTA Slop Sink. Clean & Disinfect EL619. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." General Duties-Daily Hudson Yard- 0840-1000 Clean and disinfect Employee bathroom and Employee Facility room at 35th Street R551 control area. Clean, and wipe down MVM's, HEET and Turnstiles- R551- Sweep stairs and scrap street level at 35th Street entrance. General Duties-Daily Hudson Yard- 1030-1300 Including stairs Sweep All Stairways, P18A/B, P17A/B, P16A-16C, P15A-15C, P14A-14C, P13A-13C Scrap Platforms, Landings and Passageways. Clean, Mop and Disinfect El 600 And El 601. *Major Duty Cleaning- Sunnly Poom- Tidy and organiza Clerical supply rooms. Remove empty boyse. Wine down Fire Extinguishers 					
SUN: Supply Room- Tidy and organize Clerical supply rooms. Remove empty boxes. Wipe down Fire Extinguishers. MON: Employee Toilets @ 35th Street control Area R551- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. FRI: Employee Lunch Room- Wipe down all surfaces including walls, doors, Quench machines, refrigerator, microwave, tables and countertop, Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguishers. Sat: Supply Room- Tidy and organize Chemical supply rooms. Remove empty boxes. Wipe down Fire Extinguishers. **Elevator Duties – Clean and Polish [ELE 601 & 602] Remove gum. Sweep, mop and disinfect elevator floors. Wipe down interior and exterior panel/ledges on all levels (street, mezzanine and platforms). Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker/glue residue. Remove debris from elevator doors sills. Clean and wipe down the safety edge with a dry rag from top to bottom.					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick Effective Date: Hours		
Job#	н			
NC0311A Station North	23	2300 - 0700		
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
REPORT ON DUTY IN FULL UNIFORM.	Times Sq-42 St	1 2 3	R151	2300 -
Perform duties on '7' line *General Duties- see below	Times Sq-42 St	7	R145	2300 - 0300
*Major Duty- see below	Times Sq-42 St	7	R145	0300 - 0400
Lunch	Times Sq-42 St	123	R151	0400 - 0430
**General Duties- see below	Times Sq-42 St	7	R145	0430 - 0700
Report off duty. *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap around all street stairways including ML20 to ML 23]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Stan Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remov stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue Sanitize all touch points. Clean EFR and employee restrooms. Scrap, clean and disinfect 41st passageway from 7th at to 8th Avenue. Clean and mop corridor of EFR. Deodorize the entire station upon arriving and departing each station are assigned to clean during your tour of duty." *Major Duty Cleaning- Sun: ESC 216 Mon: ESC 217 Tue: ESC 218. Wed: ESC216 Thu: ESC217 Fri: ESC218	d dpipe ve all water residue. avenue	123	R151	0700 -
Sat: Male & Female Locker Room Wipe down all surfaces including walls, lockers, doors, Quench machines, refrige microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Exting **Elevator Duties – Clean and Polish [ELE216 & 218 Remove gum. Sweep, mop and disinfect elevator floors. Wipe down interior and o panel/ledges on all levels (street, mezzanine and platforms). Clean interior and exterior glass on all elevators in the s Remove graffiti, stickers and sticker/glue residue. Remove debris from elevator doors sills. Clean and wipe down the edge with a dry rag from top to bottom. Note: R145 Part-time booth only open for Summer Pick 2023. CTA will sign on duty at R151 and perform listed du #7 line.	uishers. exterior station. e safety			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick			Pick Effective Date:		
Job#		Hours			
NC0312 Station North	1	1500 - 2300		2757	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform.	34 St Hudson	7	R550	1500 - 1930	
*General Duties- see below	Yards				
Elevator Duties – see below Note- If Elevators are out of service, listed General Duties will be performed.					
Lunch	34 St Hudson Yards	7	R550	1930 - 2000	
*Major Duty- see below	34 St Hudson Yards	7	R550	2000 - 2100	
**General Duties- see below	34 St Hudson Yards	7	R550	2100 - 2300	
Report off duty.	34 St Hudson Yards	7	R550	2300 -	
*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including P1A/B to 12A/B Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect Female toilet & Consolidated Locker Room- upper level. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." *Major Duty Cleaning- Sun: RTO Facilities Duties- Relay Room-RTO Tower Clean all rooms: crew room, lunch room, locker room, and women/men restrooms. Wipe down all surfaces including Quench machines, tables and seats and modesty panels. Empty all trash cans, sweep, mop and disinfect floors. Replenish paper stock and soap in restrooms as needed. RTO MUST PROVIDE OWN CLEANING AND PAPER STOCK					
SUPPLIES. Mon: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. lower levels.					
Tue: Employee Toilets- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Wed: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies.					
**Elevator Duties - Clean and polish [ELE600 & 601. Remove gum. Sweep, mop, disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators on station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#	I	Hours		RC#
NC0313 Station North	-	1500 - 2300		2757
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Uniform.	34 St Hudson	7	R550	1500 - 1900
*General Duties- see below	Yards			
Elevator Duties – see below Note- If Elevators are out of service, listed General Duties will be performed.				
Lunch	34 St Hudson Yards	7	R550	1900 - 1930
*Major Duty- see below	34 St Hudson Yards	7	R550	1930 - 2030
**General Duties- see below	34 St Hudson Yards	7	R550	2030 - 2300
Report Off Duty.	34 St Hudson Yards	7	R550	2300 -
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including 34th & 35th Street- S1, S2, M2, M3, M4, M6. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect Men Consolidated Locker Room and Bathroom (upper level). Wipe down tile walls /dust overhead lockers- restock supplies. Clean and disinfect employee bathroom and facility at 35th Control area R551. Clean newly constructed corridor to 50 Hudson Yard. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." *Major Duty Cleaning- Sun: Office - TCC & Supervisor- Clean desks, table tops, Quench unit, refrigerator and microwave. Sweep and mop floors, disinfect. Clean and Momen public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and flaucets. Clean commodes with toilet bowl brush. Remove all graffiti and sticker stex and soap as needed. Allow bathroom to dry 10 minutes before reopening. Wed: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris a				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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023 STAC Summer Pick Pick Effective Date:			e: 7/16/2023	
Job#	Но	ours		RC#
NC0314 Station North	14	00 - 2200		2757
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Times Sq-42 St	S	R147	1400 - 1630
**General Duties- see below	_			
***General Duties- see below *Major Duties- see below	Times Sq-42 St	S	R147	1630 - 1730
	34 St Hudson	7	R550	1740 - 1810
Lunch	Yards			1010 0000
**General Duties- see below	34 St Hudson Yards	7	R550	1810 - 2000
*Major Duty- see below	34 St Hudson Yards	7	R550	2000 - 2030
**General Duties- see below	Times Sq-42 St	S	R147	2040 - 2200
Report off duty.	Times Sq-42 St	S	R147	2200 -
 *General Duties-Daily (Times Square- Shuttle) 1400-1630 Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including [42nd & 43rd Broadway. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean, Disinfect and Organize Rooms: Male & Female Locker Room, EFR/CTA Slop Sink. Clean & Disinfect EL619 Including Stairs Swept. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." General Duties-Daily Hudson Yard- 1640-2100 Including: Clean and disinfect Employee bathroom and Employee Facility room at 35th Street R551 control area. Clean, and wipe down MVM's, HEET and Turnstiles- R551- Sweep stairs and scrap street level at 35th Street entrance All Stairways, P18A/B, P17A/B, P16A-16C, P15A-15C, P14A-14C, P13A-13C Scrap Platforms, Landings and Passageways. Clean, Mop and Disinfect El 600 And El 601. 				
 *Major Duty Cleaning- SUN: Supply Room- Tidy and organize Clerical supply rooms. Remove empty boxes. Wipe down Fire Extinguishers. MON: Employee Toilets @ 35th Street control Area R551- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Tue: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. FRI: Employee Lunch Room- Wipe down all surfaces including walls, doors, Quench machines, refrigerator, microwave, tables and countertop, Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguishers.35th Street control R551 Sat: Supply Room- Tidy and organize Chemical supply rooms. Remove empty boxes. Wipe down Fire Extinguishers Clean, organize and restock scrubber rooms on N/S/B. **Elevator Duties – Clean and Polish [ELE601 & 602] Remove gum. Sweep, mop and disinfect elevator floors. Wipe down interior and exterior panel/ledges on all levels (street, mezzanine and platforms). Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker/glue residue. Remove debris from elevator doors sills. Clean and wipe down the safety edge with a dry rag from top to bottom. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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JOB SELECTION PROGRAMS AND PICKS - STATION CLEANERS TASK REP	UKI	D: alt I	Effective Date:	7/16/2023	
2023 STAC Summer Pick					
Job#		Hours		RC#	
NC0315 Station North		2300 - 0700		2757	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Tuesday					
Report On Duty In Uniform.	34 St Hudson Yards	7	R550	2300 - 0030	
Clean And Polish All Glass/ Stainless Steel. Remove All Gum, Gum, Stickers, Graffiti And Clean Residue. Escalators Es 631 And Es 632.	i uius				
Clean And Polish All Glass/ Stainless Steel. Remove All Gum, Gum, Stickers, Graffiti And Clean Residue. Escalators Es 633 And Es 634.	34 St Hudson Yards	7	R550	0030 - 0200	
Lunch	34 St Hudson Yards	7	R550	0200 - 0230	
Sweep All Stairways, Scrap Platforms, Mezzanines And Passageways. Remove All Stains From The Tiled Floors.	34 St Hudson Yards	7	R550	0230 - 0330	
Clean And Polish All Glass/ Stainless Steel. Remove All Gum, Gum, Stickers, Graffiti And Clean Residue. Escalators Es 635 And Es 636.	34 St Hudson Yards	7	R550	0330 - 0500	
Clean And Polish All Glass/ Stainless Steel. Remove All Gum, Gum, Stickers, Graffiti And Clean Residue. Elevators El 600, El 601 El 602 And El 603.	34 St Hudson Yards	7	R550	0500 - 0700	
Report Off Duty.	34 St Hudson Yards	7	R550	0700 -	
Friday-Saturday					
Report On Duty In Uniform.	34 St Hudson Yards	7	R550	2300 - 2400	
Clean And Polish All Glass/ Stainless Steel. Remove All Gum, Gum, Stickers, Graffiti And Clean Residue. Escalators Es 626 And Es 627.					
Clean And Polish All Glass/ Stainless Steel. Remove All Gum, Gum, Stickers, Graffiti And Clean Residue. Escalators Es 628 And Es 629.	34 St Hudson Yards	7	R550	2400 - 0100	
Lunch	34 St Hudson Yards	7	R550	0100 - 0130	
Clean And Polish All Glass/ Stainless Steel. Remove All Gum, Gum, Stickers, Graffiti And Clean Residue. Escalators Es 621, Es 622 And Es 623.	34 St Hudson Yards	7	R550	0130 - 0330	
Clean And Polish All Glass/ Stainless Steel. Remove All Gum, Gum, Stickers, Graffiti And Clean Residue. Escalators Es 624 And Es 625.	34 St Hudson Yards	7	R550	0330 - 0500	
Clean And Polish All Glass/ Stainless Steel. Remove All Gum, Gum, Stickers, Graffiti And Clean Residue. Elevators El 600, El 601 And El 602.	34 St Hudson Yards	7	R550	0500 - 0700	
Report Off Duty.	34 St Hudson Yards	7	R550	0700 -	

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick

2023 STAC Summer Pick Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0316 Station North		2300 - 0700		2757
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Thursday				
Report On Duty In Full Uniform. Along With CTA Job # NC0315	34 St Hudson Yards	7	R550	2300 - 0030
SUN/TUE/THU: Clean And Polish All Glass/ Stainless Steel. Remove All Gum, Graffiti, Stickers And Clean Residue. Escalators ES631 and ES632.				
MON/WED: Clean And Polish All Glass/ Stainless Steel. Remove All Gum, Graffiti, Stickers And Clean Residue. Escalators ES626 And ES627.				
SUN/TUE/THU: Clean And Polish All Glass/ Stainless Steel. Remove All Gum, Graffiti, Stickers And Clean Residue. Escalators ES633 and ES634.	34 St Hudson Yards	7	R550	0030 - 0200
MON/WED: Clean And Polish All Glass/ Stainless Steel. Remove All Gum, Graffiti, Stickers And Clean Residue. Escalators ES628 and ES629.				
Lunch	34 St Hudson Yards	7	R550	0200 - 0230
SUN/TUE/THU: Sweep All Stairways, Scrap Platforms, Mezzanines And Passageways. Remove All Stains From The Tiled Floors.	34 St Hudson Yards	7	R550	0230 - 0330
MON/WED: Clean And Polish All Glass/ Stainless Steel. Remove All Gum, Graffiti, Stickers And Clean Residue. Escalators ES621 and ES622.				
SUN/TUE/THU: Clean And Polish All Glass/ Stainless Steel. Remove All Gum, Graffiti, Stickers And Clean Residue. Escalators ES635 and ES636.	34 St Hudson Yards	7	R550	0330 - 0500
MON/WED: Clean And Polish All Glass/ Stainless Steel. Remove All Gum, Graffiti, Stickers And Clean Residue. Escalators ES624 and ES625.				
SUN/TUE/THU: Clean And Polish All Glass/ Stainless Steel. Remove All Gum, Graffiti, Stickers And Clean Residue. Elevators El 600, El 601 EL602 and EL603.	34 St Hudson Yards	7	R550	0500 - 0700
MON/WED: Clean And Polish All Glass/ Stainless Steel. Remove All Gum, , Graffiti, Stickers And Clean Residue. Elevators EL600, EL601 and EL602.				
Report Off Duty.	34 St Hudson Yards	7	R550	0700 -

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick l	Effective Date:	7/16/2023			
Job#	Но	Hours			Hours		RC#
NC0317 Station North	150	0 - 2300		2757			
INSTRUCTIONS	STATION	LINE	воотн	HOURS			
Sunday-Saturday							
REPORT ON DUTY IN FULL UNIFORM.	34 St Penn Station	123	R138	1500 - 1930			
*General Duties- see below *Major Duty- see below	34 St Penn Station	123	R138	1930 - 2030			
LUNCH	34 St Penn Station	123	R138	2030 - 2100			
**General Duties- see below	34 St Penn Station	123	R138	2100 - 2300			
REPORT OFF DUTY.	34 St Penn Station	123	R138	2300 -			
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows a station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks o floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas disinfect gutters and sanitary bases. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Scrap R141 & R142 Mezzanine and underpass to R141 tc R142. Clean glass railings. Deodorize the entire station upon arriving and departing each station you are assigned to cle during your tour of duty." *Major Duty Cleaning-Sun: Employee Toilets- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electr hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Rem all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed Mon. Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Control Area Mezzanine level of R138 Tue: Stairways- Bucket Wash [stairways]. Clean adjacent tile walls. Remove all stickers. Wed: Employee Facility Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator, microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop an	on s, D can ric tove l ers.						
**Elevator Duties – Job R/D 365 No Coverage Clean and Polish [ELE214, 215, 216, 618] Remove gum. Sweep, mop and disinfect elevator floors. Wipe down interior exterior panel/ledges on all levels (street, mezzanine and platforms). Clean interior and exterior glass on all elevators in station. Remove graffiti, stickers and sticker/glue residue. Remove debris from elevator doors sills. Clean and wipe down safety edge with a dry rag from top to bottom.	the						

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023
Job#	Но		RC#	
NC0317A Station North	230	0 - 0700		2757
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	34 St Penn Station	123	R138	2300 - 0150
*General Duties- see below				
*Major Duty "Floors"- see below	18 St	1	R129	0200 - 0300
Lunch	18 St	1	R129	0300 - 0330
*General Duties- see below	18 St	1	R129	0330 - 0450
* General Duties- see below	Christopher St Sheridan Sq	1	R125	0500 - 0600
*General Duties- see below	34 St Penn Station	1 2 3	R138	0610 - 0700
Report off duty.	34 St Penn Station	1 2 3	R138	0700 -
*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Scrap. Clean glass railings. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." * *Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mor all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings.				
**Elevator Duties – Clean and Polish [ELE#214, 215, 216, 618] Remove gum. Sweep, mop and disinfect elevator floors. Wipe down interior and exterior panel/ledges on all levels (street, mezzanine and platforms). Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker/glue residue. Remove debris from elevator doors sills. Clean and wipe down the safety edge with a dry rag from top to bottom.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date	7/16/2023
Job#	Hours	RC#
NC0318 Station North	0700 - 1500	2763
INSTRUCTIONS	STATION LINE BOOTH	HOURS
Sunday-Sat	rday	
Report On Duty In Full Uniform. *General Duties- see below	72 St Q N700	0700 - 1000
*Major Duty- see below	72 St Q N700	1000 - 1030
LUNCH	72 St Q N700	1030 - 1100
*General Duties- see below	72 St Q N700	1100 - 1350
** Elevator Duties – see below Note- If Elevators are out of service, listed General Duties will be performed.	72 St Q N700	1350 - 1500
Report Off Duty.	72 St Q N700	1500 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street) around all street stairways including list areas outside station confines. Scrap all mezzanines, control a underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equ Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels droppings from all railings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean ch receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from pl floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sani Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. "Deodorize th arriving and departing each station you are assigned to clean during your tour of duty."	eas, platforms, pment (MVMs, Remove all pigeon ome tops on all trash tform and mezzanine pot clean ADA n floor at base of ze all touch points.	
 *Major Duty Cleaning- Daily (Sun-Sat): Clean Public restrooms at 0700, 0930 and 1200-1300 Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper paper towels, toilet seat covers) and soap as needed. Allow bathroom to dry 10 minutes before reopen Sun: Booth- Clean booth N700 interior and exterior. Sweep and mop floor, wash walls, dust top of lec Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Mon: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and loose debris from refuse inserts and disinfect. Tue: Cleaning Q-Panels (weekly)- Remove stains and scuff marks from "Q-Panels" on platforms. Wed: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire I Thu: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerat trash can, sweep, mop and disinfect floors. Wipe down top of FX. Fri: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and bottles. Wipe down Fire Extinguishers. Restock supplies. 	Remove all graffiti tock (toilet tissue, ng. ges including Halon empty boxes. Remove stinguishers. or, microwave. Empty mpty chemical	
**Elevator Duties -Clean and polish EL259, EL262, EL264, EL265, EL266 & EL267. Remove gum. Statistic elevator floors. Wipe down interior and exterior panels/ledges on all levels (street, mezzanine Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers, and sticker/gl debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom	weep, mop, and and platforms). e residue. Remove	

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick l	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0319 Station North		1500 - 2300		2763
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	72 St	Q	N700	1500 - 1900
*General Duties- see below *Bathroom Duties- see below				
LUNCH	72 St	Q	N700	1900 - 1930
*General Duties- see below	72 St 72 St	Q	N700	1930 - 2030
*Bathroom Duties- see below	72 51	₹	11700	1950 - 2050
**Major Duties- see below	72 St	Q	N700	2030 - 2100
*General Duties- see below	72 St	Q	N700	2100 - 2300
*Elevator Duties- see below				
Report Off Duty.	72 St	Q	N700	2300 -
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including list areas outside station confines. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEET3/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeo droppings from all ratings, stairways, platform and outside areas (3 ft). Empty, disinfect and clean chrome tops on all receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzani floors. Mop all stairway/escalator landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at ba of trash receptacle. Clean all ledges and benches. Remove graffit, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. "Deodorize the entire stati upon arriving and departing each station you are assigned to clean during your tour of duty." **Bathroom duties: Employee Toilets/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffit and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towles, toilet seat covers, and song as needed. Allow bathroom to dry 10 minutes before reopening. ****Major Duty Cleaning - (2030-2100) Sun: - Clean Mezzanine Tile walls- Remove stains and scuff marks from mezzanine tile walls. <!--</td--><td>ash ine h ase ion s ti r</td><td></td><td></td><td></td>	ash ine h ase ion s ti r			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0320 Station North		2300 - 0700		2763
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	72 St	Q	N700	2300 - 0130
**General Duties-see below				
**Bathroom duties	72 St	0	N700	0140 - 0330
**General Duties-see below	72 St 72 St	Q	N700	0330 - 0400
Lunch		Q		
**General Duties-see below **Bathroom duties	72 St	Q	N700	0410 - 0550
*Major Duty (0520-0550)				
*General Duties-see below	72 St	Q	N700	0600 - 0700
Report Off Duty.	72 St	Q	N700	0700 -
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including list areas outside station confines. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all ratilings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform, underpass and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacles base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your of duty." *Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Mon: Deliver Dry/Chemical Supplies Tue: Clean Trash Receptacles and Refuse Room-Wipe down exterior panel. Remove loose debris from housing floor. Bucket wash and disinfect housing Wed: Employee Facility Room- Wipe down all surfaces walls, mod	p			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0321 Station North		0700 - 1500		2763
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform. *General Duties- see below	86 St	Q	N701	0700 - 1000
*Major Duty- see below	86 St	Q	N701	1000 - 1030
Lunch	86 St	Q	N701	1030 - 1100
**General Duties- see below	86 St	Q	N701	1100 - 1350
Elevator Duties – see below Note- If Elevators are out of service, listed General Duties will be performed	86 St	Q	N701	1350 - 1420
**General Duties- see below	86 St	Q	N701	1420 - 1500
Report Off Duty.	86 St	Q	N701	1500 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including list areas outside station confines. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." *Major Duty Cleaning- Sun: Booth- Clean booth N701 interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Mon: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Tue: 69th St Landing- Bucket Wash Mezzanine and clean adjacent railings. Remove all stickers. Wed: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thi: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0322 Station North		1500 - 2300		2763
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	86 St	Q	N701	1500 - 1900
*General Duties- see below				
*Bathroom Duties- see below				
LUNCH	86 St	Q	N701	1900 - 1930
*General Duties- see below	86 St	Q	N701	1930 - 2030
**Elevator Duties- see below	86 St		N701	2030 - 2100
**Major Duties- see below		Q		
*General duties- see below *Bathroom Duties- see below	86 St	Q	N701	2100 - 2300
Report Off Duty.	86 St	Q	N701	2300 -
Report on Duty.		×	11,01	2000
*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including list areas outside station confines. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." **Bathroom duties: Employee Toilets/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed. Allow bathroom to dry 10 minutes before reopening.				
 ***Major Duty Cleaning - (2030-2100) Sun: - Clean Mezzanine Tile walls- Remove stains and scuff marks from mezzanine tile walls. Mon: Supply Room- Tidy and organize chemical and dry supply rooms. Remove empty boxes. Wipe down Fire Extinguishers. Tue: Clean Platform Tile walls- Remove stains and scuff marks from platform tile walls. Wed: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thu: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX. Fri: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Sat: Employee restrooms - Wipe down all surfaces including seats and modesty panels. Empty all trash cans, sweep, mop and disinfect floors. Replenish paper stock and soap in restrooms as needed. **Elevator Duties Clean and polish EL249, EL250. Remove gum, sweep, mop, and disinfect elevator floors, wipe down interior and exterior panels/edges on all levels, (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators in the station. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0323 Station North		2300 - 0700		2763
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	86 St	Q	N701	2300 - 0130
**General Duties-see below				
**Bathroom duties	86 St	Q	N701	0140 - 0330
**General Duties-see below	86 St	Q	N701	0330 - 0400
Lunch **General Duties-see below	86 St	Q	N701	0410 - 0550
**Bathroom duties	80 51	I V	11/01	0410 - 0550
**Major Duty (0520-0550)				
*General Duties-see below	86 St	Q	N701	0600 - 0700
Report Off Duty.	86 St	Q	N701	0700 -
*General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panls. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.).Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refus housings. Clean EFR and employee restrooms. Dedorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Clean & Close Public Restroom. Open Public Restrooms at scheduled time. **Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. **Major Duty Cleaning- Nightly: Mon: Deliver Dry/Chemical Supplies Tue: Clean Trash Receptacles and Refuse Housing-Wipe down exterior panel. Remove loose debris from housing floor. Bucket wash and disinfect housing Weie down all surfaces walls, modety panels, vanity mirror	p			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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STAC Summer Pick Pick Effective Date:			7/16/2023	
Job#		Hours		RC#
NC0324 Station North		0700 - 1500		2763
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform. *General Duties- see below	96 St	Q	N702	0700 - 1000
*Major Duty- see below	96 St	Q	N702	1000 - 1030
Lunch	96 St	Q	N702	1030 - 1100
**General Duties- see below	96 St	Q	N702	1100 - 1350
**Elevator Duties EL247 and EL248 Note- If Elevators are out of service, listed General Duties will be performed	96 St	Q	N702	1350 - 1420
**General Duties-see below	96 St	Q	N702	1420 - 1500
Report off Duty.	96 St	Q	N702	1500 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including list areas outside station confines. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and hermove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." *Major Duty Cleaning- Sun: Booth- Clean booth N702 interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Mon: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Tue: Cleaning Q-Panels (weekly)- Remove stains and scuff marks from "Q-Panels" on platforms. Wed: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thu: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date:			7/16/2023	
Job#		Hours		RC#	
NC0325 Station North		0700 - 1500		2763	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform. *General Duties-see below	51 St	6	R242	0700 - 1000	
*Major Duty-see below	51 St	6	R242	1000 - 1030	
Lunch	51 St	6	R242	1030 - 1100	
*General Duties-see below	51 St	6	R242	1100 - 1350	
*Elevator Duties- see below Note- If Elevators are out of service, listed General Duties will be performed	51 St	6	R242	1350 - 1420	
**General Duties- see below	51 St	6	R242	1420 - 1500	
Report Off Duty.	51 St	6	R242	1500 -	
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including list areas outside station confines. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETS/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform, underpass and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." *Major Duty Cleaning- Sun: Booth- Clean booth R242 interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Mon: Refuse Housing- Deck wash walls and floors (interior and exterior.) Remove loose debris from refuse inserts and disinfect. Tue: Cleaning 6 line underpass - Deck wash walls and floor. Sweep stairs and railings. Wed: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thu: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX. Fri: Scrubber Roo					
 disinfect. **Elevator Duties Clean and polish (EL 201 and EL202). Remove gum, sweep, mop, and disinfect elevator floors, wipe down interior and exterior panels/edges on all levels, (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators in the station. Remove debris from elevator door sills. Clean and wipe down the safety edge with dry rag from top to bottom. 					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	AC Summer Pick Pick Effective 1		Effective Date:	te: 7/16/2023	
Job#		Hours		RC#	
NC0325A Station North		1500 - 2300		2763	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform.	51 St	6	R242	1500 - 1900	
General Duties-see below					
Lunch	51 St	6	R242	1900 - 1930	
Elevator Duties	51 St	6	R242	1930 - 2030	
Major Duties	51 St	6	R242	2030 - 2100	
General Duties- Bathroom duties see below	51 St	6	R242	2100 - 2300	
Report Off Duty.	51 St	6	R242	2300 -	
General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including list areas outside station confines. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigoon droppings from all railings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. "Decodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." Clean 6 line passageway and Mezzanine Tile walls- Remove stains and scuff marks from mezzanine tile walls. Restock supplies. Spot clean and mop. Bathroom duties: Employee Toilets/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffit and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed. Allow bathroom to dry 10 minutes before reopening. Major Duty Cleaning - (2030-2100) Sun - Clean 6 line pass					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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Pick Effective Date:			7/16/2023	
Hours			RC#	
23	300 - 0700		2763	
STATION	LINE	воотн	HOURS	
47-50 Sts Rockefeller Ctr	B D F M	N500	2300 - 0130	
7 Av	B D E	N301	0140 - 0330	
47-50 Sts Rockefeller Ctr	B D F M	N500	0330 - 0400	
47-50 Sts Rockefeller Ctr	B D F M	N500	0410 - 0550	
47-50 Sts Rockefeller Ctr	B D F M	N500	0600 - 0700	
47-50 Sts Rockefeller Ctr	B D F M	N500	0700 -	
	23 STATION 47-50 Sts Rockefeller Ctr 7 Av 47-50 Sts Rockefeller Ctr 47-50 Sts Rockefeller Ctr 47-50 Sts Rockefeller Ctr 47-50 Sts	Hours2300 - 0700STATIONLINE47-50 StsB D F MRockefeller Ctr-7 AvB D E47-50 StsB D F MRockefeller Ctr-47-50 StsB D F M	Hours2300 - 0700STATIONLINEBOOTH47-50 StsB D F MN500Rockefeller Ctr7 AvB D EN30147-50 StsB D F MN500Rockefeller Ctr47-50 StsB D F MN500	

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date:			7/16/2023	
Job#		Hours		RC#	
NC0327 Station North		1500 - 2300		2763	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform.	96 St	Q	N702	1500 - 1900	
*General Duties- see below					
*Bathroom Duties- see below					
LUNCH	96 St	Q	N702	1900 - 1930	
*General Duties- see below	96 St	Q	N702	1930 - 2030	
**Elevator Duties- see below	96 St	Q	N702	2030 - 2100	
*Major Duties- see below *General Duties- see below	96 St		N702	2100 - 2300	
*Bathroom Duties- see below	90 31	Q	11/02	2100 - 2300	
Report Off Duty.	96 St	Q	N702	2300 -	
*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including list areas outside station confines. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of					
trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." **Bathroom duties: Employee Toilets/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed. Allow bathroom to dry 10 minutes before reopening.					
 ***Major Duty Cleaning - (2030-2100) Sun: - Clean Mezzanine Tile walls- Remove stains and scuff marks from mezzanine tile walls. Restock supplies. Mon: Supply Room- Tidy and organize chemical and dry supply rooms. Remove empty boxes. Wipe down Fire Extinguishers. Tue: Clean Platform Tile walls- Remove stains and scuff marks from platform tile walls. Restock supplies. Wed: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thu: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX. Restock supplies. Fri: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Sat: Employee restrooms - Wipe down all surfaces including seats and modesty panels. Empty all trash cans, sweep, mop and disinfect floors. Replenish paper stock and soap in restrooms as needed. Restock supplies. **Elevator Duties Clean and polish EL247, EL248. Remove gum, sweep, mop, and disinfect elevator floors, wipe down interior and exterior glass on all elevators in the station. Remove debris from elevator door sills. Clean and wipe down the safety edge with dry rag from top to bottom. 					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date:			7/16/2023	
Job#		Hours		RC#	
NC0328 Station North		2300 - 0700		2763	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform. **General Duties-Bathroom duties	96 St	Q	N702	2300 - 0130	
**General Duties-see below	96 St	Q	N702	0140 - 0330	
Lunch	96 St	Q	N702	0330 - 0400	
**General Duties-see below *Bathroom duties *Major Duty (0520-0550)	96 St	Q	N702	0410 - 0550	
*General Duties-see below	96 St	Q	N702	0600 - 0700	
Report Off Duty.	96 St	Q	N702	0700 -	
*General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.).Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Clean & Close Public Restroom. Open Public Restrooms at scheduled time. *Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse nooms/refuse housings. *Major Duty Cleaning- Nightly: Mon: Deliver Dry/Chemical Supplies Tue: Clean Trash Receptacles and Refuse Room-Wipe down exterior panel. Remove loose debris from housing floor. Bucket wash and disinfect housing Wed: Employee Facility Room- Wipe down all surfaces including walls, lockers, doors, Que					
dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Thu: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Bathroom duties***Employee/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed. Allow bathroom to dry 10 minutes before reopening.					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick Pick			Pick H	Effective Date:	7/16/2023	
Job#			Hours		RC#	
NC0329 Station North			2200 - 0600		2763	
INSTRUCTIONS		STATION	LINE	воотн	HOURS	
	Sunday-Saturday					
Report On Duty In Full Uniform.		72 St	Q	N700	2200 - 0100	
*Escalator Duties see below						
Note- If escalators are out of service, listed						
General Duties will be performed:						
*Escalator Duties -see below						
ESC296, ESC294, ESC295, ESC285, ESC286.		72 St		N700	0100 - 0130	
LUNCH			Q			
*Escalator Duties- see below ESC287, & ESC288. ESC289, ESC290, & ESC	2291.	72 St	Q	N700	0130 - 0330	
*Major Duty-General duties		72 St	Q	N700	0330 - 0600	
*Escalator Duties- see below						
EL262, EL 259, EL264, EL265, EL266, EL267						
REPORT OFF DUTY.		72 St	Q	N700	0600 -	
**Escalator Duties- Contact Elevator and Escal	ator Unit prior to cleaning, shutdown and restart, (212) 424-4497					
	and damp mop upper and lower landings. Clean and polish exterior and walls. Remove graffiti, stickers, and sticker/glue residue. Restock supply and					
around all street stairways including. Scrap all down & disinfect all stairway handrails. Clean areas including OMNY validators. Wipe down receptacles. Remove all stains, spills and drag booth windows (use water only). Disinfect all u from all railings, stairways, platform and outsic sticker/glue residue. Sanitize all touch points. O the entire station upon arriving and departing e	rrect. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft mezzanines, control areas, platforms, underpass, and passageways. Wipe and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control all digital ad panels. Empty, disinfect and clean chrome tops on all trash marks on floor areas. Empty booth trash, clean exterior booth panels and urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings le areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and Clean coping of all stairways. Clean EFR and employee restrooms. Deodorize ach station you are assigned to clean during your tour of duty.					
Bathroom duties***Employee/Public Toilet Du	ms. Remove empty boxes. Wipe down Fire Extinguishers. ties Clean Men and Women public toilets: Wipe down all surfaces- walls, ryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick			Pick I	Effective Date:	7/16/2023
Job#			Hours		RC#
NC0330	Station North		2200 - 0600		2763
INSTRUCTIONS		STATION	LINE	воотн	HOURS
	Sunday-Saturday				
General Duties will be *Escalator Duties	below re out of service, listed	72 St	Q	N700	2200 - 0100
Lunch	C275, ESC265, ESC260.	72 St	Q	N700	0100 - 0130
*Escalator Duties-	ESC289, ESC290, & ESC291	72 St	Q	N700	0130 - 0330
*Major Duty-General	duties/Elevator Duties 64, EL265,EL266,EL267	72 St	Q	N700	0330 - 0600
Report Off Duty.		72 St	Q	N700	0600 -
Shutdown and clean E	Contact Elevator and Escalator Unit prior to cleaning, shutdown and restart, (212) 424-4497. Escalators. Remove gum and damp mop upper and lower landings. Clean and polish exterior and panels. Clean adjacent tile walls. Remove graffiti, stickers, and sticker/glue residue. Restock supply and				
around all street stairy down & disinfect all s areas including OMN receptacles. Remove a booth windows (use w from all railings, stair sticker/glue residue. S the entire station upon	sanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft ways including. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control Y validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings ways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and Sanitize all touch points. Clean coping of all stairways. Clean EFR and employee restrooms. Deodorize n arriving and departing each station you are assigned to clean during your tour of duty.				
Bathroom duties***En modesty panels, vanity	mployee/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, y mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and				
Clean and polish (elev down interior and exte	vators,259,262,264,265, 266 and 267). Remove gum, sweep, mop, and disinfect elevator floors, wipe erior panels/edges on all levels, (street, mezzanine, and platforms). Clean interior and exterior glass on ation. Remove debris from elevator door sills. Clean and wipe down the safety edge with dry rag from				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick Effective Date:			
Job#	Не	RC#			
NC0331 Station North	2200 - 0600			2763	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
REPORT ON DUTY IN FULL UNIFORM.	Roosevelt Island	F	N602	2200 - 0100	
*Escalator Duties- ESC412, ESC413, ESC415, ESC418, ESC420					
Note- If escalators are out of service, listed					
General Duties will be performed: Lunch	Roosevelt Island	F	N602	0100 - 0130	
*Escalator Duties-	Roosevelt Island	F	N602	0130 - 0330	
ESC411, & ESC414. ESC416, ESC417, & ESC419					
*Major Duty-General duties EL403, EL404	Roosevelt Island	F	N602	0330 - 0600	
REPORT OFF DUTY.	Roosevelt Island	F	N602	0600 -	
**Escalator Duties- Contact Elevator and Escalator Unit prior to cleaning, shutdown and restart, (212) 424-4497					
Shutdown and clean Escalators. Remove gum and damp mop upper and lower landings. Clean and polish exterior and interior of Escalator panels. Clean adjacent tile walls. Remove graffiti, stickers, and sticker/glue residue. Restock supply and return equipment.					
*General Duties- Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean coping of all stairways. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.					
Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down Fire Extinguishers. Bathroom duties***Employee/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet.					
*Elevator Duties - Clean and polish EL403 & EL404- Remove gum. Sweep, mop, and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	te: 7/16/2023	
Job#		Hours		RC#	
NC0332 Station North	2200 - 0600			276	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
REPORT ON DUTY IN FULL UNIFORM.	86 St	Q	N701	2200 - 0100	
*Escalator Duties SUN/TUES/THU/SAT: ESC 273, ESC274, ESC 275, MON/WED/FRI: ESC276, ESC277, ESC282, ESC284. Note- If escalators are out of service, listed General Duties will be performed					
Lunch	86 St	Q	N701	0100 - 0130	
*Escalator Duties- SUN/TUE/THURS/SAT: ESC279, & ESC280, ESC 281, MON/WED/FRI: ESC283,ESC278, ESC 297	86 St	Q	N701	0130 - 0430	
*Major Duty-General duties EL249, EL250	86 St	Q	N701	0430 - 0600	
REPORT OFF DUTY.	86 St	Q	N701	0600 -	
 **Escalator Duties- Contact Elevator and Escalator Unit prior to cleaning, shutdown and restart, (212) 424-4497 Shutdown and clean Escalators. Remove gum and damp mop upper and lower landings. Clean and polish exterior and interior of Escalator panels. Clean adjacent tile walls. Remove graffiti, stickers, and sticker/glue residue. Restock supply and return equipment. *General Duties- Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean coping of all stairways. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down Fire Extinguishers. 					
Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down Fire Extinguishers. Bathroom duties***Employee/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper.					
*Elevator Duties - Clean and polish EL249 & EL250. Remove gum. Sweep, mop, and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick			Pick Effective Date:		
Job#		Hours		RC#	
NC0333 Station North		2200 - 0600		2763	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform.	86 St	Q	N701	2200 - 0100	
*Escalator Duties SUN/TUES/THU/SAT: ESC 273, ESC274, ESC 275, MON/WED/FRI: ESC276, ESC277, ESC282, ESC284					
Note- If escalators are out of service, listed General Duties will be performed:					
LUNCH	86 St	Q	N701	0100 - 0130	
*Escalator Duties SUN/TUE/THURS/SAT: ESC279, ESC280, ESC 281, MON/WED/FRI: ESC283,ESC278, ESC 297	86 St	Q	N701	0130 - 0430	
*Major Duty-General duties EL249, EL250	86 St	Q	N701	0430 - 0600	
REPORT OFF DUTY.	86 St	Q	N701	0600 -	
Escalator Duties- Contact Elevator and Escalator Unit prior to cleaning, shutdown and restart, (212) 424-4497 Shutdown and clean Escalators. Remove gum and damp mop upper and lower landings. Clean and polish exterior and interior of Escalator panels. Clean adjacent tile walls. Remove graffiti, stickers, and sticker/glue residue. Restock supply and return equipment. **General Duties- Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean ehrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean coping of all stairways. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down Fire Extinguishers. Bathroom duties*Employee/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet. ***Elevator Duties -Clean and polish , EL249 & EL250 . Remove gum. Sweep, mop, and disinfect elevator floors. Wipe down interior and exterior ganels/ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators in the station. Remove graffit, stickers, and stick					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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023 STAC Summer Pick Pick Effective Date:				7/16/2023	
Job#	Hours			RC#	
NC0334 Station North	220) - 0600		2763	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
REPORT ON DUTY IN FULL UNIFORM.	Lexington Av/53 St	ΕM	N305	2200 - 0100	
*Escalator Duties see below ESC 243, ESC 244, ESC 269					
Note- If escalators are out of service, listed					
General Duties will be performed:					
LUNCH	Lexington Av/53 St		N305	0100 - 0130	
*Escalator Duties- ESC: 245, ESC 246, ESC269	Lexington Av/53 St	EM	N305	0130 - 0330	
*Major Duty-General duties EL254	Lexington Av/53 St	ЕМ	N305	0330 - 0600	
REPORT OFF DUTY.	Lexington Av/53 St		N305	0600 -	
**Escalator Duties- Contact Elevator and Escalator Unit prior to cleaning, shutdown and restart, (212) 424-4497 Shutdown and clean Escalators. Remove gum and damp mop upper and lower landings. Clean and polish exterior and interior of Escalator panels. Clean adjacent tile walls. Remove graffiti, stickers, and sticker/glue residue. Restock supply and return equipment.					
*General Duties- Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean coping of all stairways. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down Fire Extinguishers. Bathroom duties***Employee/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper.					
*Elevator Duties - Clean and polish EL254. Remove gum. Sweep, mop, and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#	Но	RC#		
NC0335 Station North	22	00 - 0600		2763
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
REPORT ON DUTY IN FULL UNIFORM	Roosevelt Island	F	N602	2200 - 0100
*Escalator Duties ESC412, ESC413, ESC415, ESC418, ESC420				
Note- If escalators are out of service, listed General Duties will be performed				
LUNCH	Roosevelt Island	F	N602	0100 - 0130
*Escalator Duties ESC411, & ESC414. ESC416, ESC417, & ESC419	Roosevelt Island	F	N602	0130 - 0330
*Major Duty-General duties EL 403, EL404	Roosevelt Island	F	N602	0330 - 0600
REPORT OFF DUTY.	Roosevelt Island	F	N602	0600 -
**Escalator Duties- Contact Elevator and Escalator Unit prior to cleaning, shutdown and restart, (212) 424-4497 Shutdown and clean Escalators. Remove gum and damp mop upper and lower landings. Clean and polish exterior and interior of Escalator panels. Clean adjacent tile walls. Remove graffiti, stickers, and sticker/glue residue. Restock supply and return equipment.				
*General Duties- Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean coping of all stairways. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down Fire Extinguishers. Bathroom duties***Employee/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet .				
*Elevator Duties - Clean and polish, EL403 & EL404. Remove gum. Sweep, mop, and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date:			7/16/2023
Job#		Hours		RC#
NC0336 Station North		2200 - 0600		2763
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
REPORT ON DUTY IN FULL UNIFORM.	96 St	Q	N702	2200 - 0100
*Escalator Duties ESC259, ESC260, ESC270, ESC271				
Note- If escalators are out of service, listed				
General Duties will be performed:			21502	0100 0100
LUNCH	96 St	Q	N702	0100 - 0130
*Escalator Duties- ESC202, ESC247, ESC 220, ESC200, ESC272.	96 St	Q	N702	0130 - 0330
*Major Duty-General duties EL248 & EL247	96 St	Q	N702	0330 - 0600
REPORT OFF DUTY.	96 St	Q	N702	0600 -
 **Escalator Duties- Contact Elevator and Escalator Unit prior to cleaning, shutdown and restart, (212) 424-4497 Shutdown and clean Escalators. Remove gum and damp mop upper and lower landings. Clean and polish exterior and interior of Escalator panels. Clean adjacent tile walls. Remove graffiti, stickers, and sticker/glue residue. Restock supply and return equipment. *General Duties- 				
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean coping of all stairways. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down Fire Extinguishers. Bathroom duties***Employee/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper.				
*Elevator Duties - clean and polish EL247 & EL248. Remove gum. Sweep, mop, and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0337 Station North		2200 - 0600		2763
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
REPORT ON DUTY IN FULL UNIFORM.	96 St	Q	N702	2200 - 0100
*Escalator Duties ESC259, ESC260, ESC270, ESC271.				
Note- If escalators are out of service, listed General Duties will be performed:				
Lunch	96 St	Q	N702	0100 - 0130
*Escalator Duties ESC202, ESC247, ESC 220, ESC200, ESC272.	96 St	Q	N702	0130 - 0330
*Major Duty-General duties EL248 & EL247	96 St	Q	N702	0330 - 0600
Report off duty.	96 St	Q	N702	0600 -
 **Escalator Duties- Contact Elevator and Escalator Unit prior to cleaning, shutdown and restart, (212) 424-4497 Shutdown and clean Escalators. Remove gum and damp mop upper and lower landings. Clean and polish exterior and interior of Escalator panels. Clean adjacent tile walls. Remove graffiti, stickers, and sticker/glue residue. Restock supply and return equipment. *General Duties- Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and 				
booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean coping of all stairways. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down Fire Extinguishers. Bathroom duties***Employee/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper.				
*Elevator Duties - clean and polish EL247 & EL248. Remove gum. Sweep, mop, and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date:			: 7/16/2023	
Job#	Hours			RC#	
NC0338 Station North	0700 - 1500			2763	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
REPORT ON DUTY IN FULL UNIFORM.	Lexington Av/63 St	F Q	N601	0700 - 1000	
*General Duties- see below	Lexington Av/63 St	FO	N601	1000 - 1030	
*Major Duties-see below	Ū.			1000 - 1030	
LUNCH	Lexington Av/63 St	_	N601		
*General Duties- see below	Lexington Av/63 St	-	N601	1100 - 1350	
*Elevator Duties- see below Note- If Elevators are out of	Lexington Av/63 St	FQ	N601	1350 - 1420	
service, listed General Duties will be performed					
**General Duties- see below	Lexington Av/63 St	F Q	N601	1420 - 1500	
REPORT OFF DUTY.	Lexington Av/63 St	F Q	N601	1500 -	
 *General Duties-Daily UPPER LEVEL and N601 Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including list areas outside station confines. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEET5/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all ratilings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzaning floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." *Major Duty Cleaning- Daily (Sun-Sat): Clean Public restrooms at 0700, 0930 and 1200-1300 Sun: Booth. Clean booth N601 interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Mon: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remov loose debris from refuse inserts and disinfect. Tue: Cleaning Q-Panels (weekly)- Remove stains and scuff marks from "Q-Panels" on platforms. Wed: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire E	e y d				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date:			7/16/2023	
Job#	Hours			Hours RC#	
NC0338A Station North	070	2763			
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
REPORT ON DUTY IN FULL UNIFORM.	Lexington Av/63 St	F Q	N601	0700 - 1000	
*General Duties- see below		EO	NGO1	1000 - 1030	
*Major Duties-see below	Lexington Av/63 St		N601		
LUNCH	Lexington Av/63 St	-	N601	1030 - 1100	
*General Duties- see below	Lexington Av/63 St	~	N601	1115 - 1350	
*Elevator Duties- see below Note- If Elevators are out of	Lexington Av/63 St	FQ	N601	1350 - 1420	
service, listed General Duties will be performed					
**General Duties- see below	Lexington Av/63 St	F Q	N601	1420 - 1500	
REPORT OFF DUTY.	Lexington Av/63 St	FQ	N601	1500 -	
General Duties-Daily LOWER LEVEL AND THIRD AVE Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including list areas outside station confines. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outsida eraes (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty Major Duty Cleaning- Daily (Sun-Sat): Clean Public restrooms at 0700, 0930 and 1200-1300 Sun: Booth- Clean THIRD AVE interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halor Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Mon: Office- THIRD AVE Clean desks, table tops, Quench unit, refrigerator and microwave. Sweep and mop floors, disinfect. Clean employee toilet inside of office . Lockers rooms and EFR. Tue: Cleaning Q-Panels (weekly)- Remove stains and scuff marks from "Q-Panels" on platforms. Wed: Supply Room-TiHIRD AVE Wee down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and d					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick

Pick Effective Date:	7/16/2023
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Date: 6/2/2023

		1110/2023		
Job#		RC#		
NC0339 Station North		1500 - 2300		276
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	7 Av	B D E	N301	1500 -
*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including list areas outside station confines. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Bathroom duties Employee Toilets/Public toilets (if no coverage)- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed.	7 Av	B D E	N301	1500 - 1900
LUNCH	7 Av	BDE	N301	1900 - 1930
General Duties - See Above Bathroom Duties - See Above	7 Av	B D E	N301	1930 - 2030
 ***Major Duty Cleaning - (2030-2100) Sun: - Clean Mezzanine Tile walls- Remove stains and scuff marks from mezzanine tile walls" on D - Line. Mon: Supply Room- Tidy and organize chemical and dry supply rooms. Remove empty boxes. Wipe down Fire Extinguishers. Tue: Clean Platform Tile walls- Remove stains and scuff marks from platform tile walls" on D - Line. Wed: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thu: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX. Fri: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Sat: Employee restrooms - Wipe down all surfaces including seats and modesty panels. Empty all trash cans, sweep, mop and disinfect floors including seats and modesty panels. Empty all trash cans, sweep, mop and disinfect floors including seats and modesty panels. Empty all trash cans, sweep, mop and disinfect floors. Replenish paper stock and soap in restrooms as needed. 	7 Av	B D E	N301	2030 - 2100
*General Duties - See Above *Bathroom Duties - See Above	7 Av	B D E	N301	2100 - 2300
Report Off Duty.	7 Av	B D E	N301	2300 -

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick E	Effective Date:	7/16/2023
Job#	Ηοι	RC#		
NC0340 Station North	150	2763		
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Lexington Av/63 St	F Q	N601	1500 - 1900
*General Duties- see below				
*Bathroom Duties- see below			DICO1	1000 1000
LUNCH	Lexington Av/63 St	_	N601	1900 - 1930
*General Duties- see below	Lexington Av/63 St	FQ	N601	1930 - 2030
*Elevator Duties- see below		ГО		2020 2100
**Major Duties- see below	Lexington Av/63 St	_	N601	2030 - 2100
*General Duties- see below	Lexington Av/63 St	FQ	N601	2100 - 2300
*Bathroom Duties- see below	Louington Au/62 St	EO	N601	2300 -
Report Off Duty.	Lexington Av/63 St	гŲ	1001	2500 -
 *General Duties-Daily Upper Level Platform Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including list areas outside station confines. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." **Bathroom duties: Employee Toilets/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed. Allow bathroom to dry 10 minutes before reopening. 				
 ****Major Duty Cleaning - (2030-2100) Sun: - Employee Facility Room-THIRD AVE Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX. Restock supplies. Mon: Supply Room- Tidy and organize chemical and dry supply rooms. Remove empty boxes. Wipe down Fire Extinguishers. Tue: Scrubber Room Upper Level- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Wed: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thu: Employee Facility Room THIRD AVE- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX. Restock supplies. Fri: Scrubber Room N601- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Sat: Employee restrooms - Wipe down all surfaces including seats and modesty panels. Empty all trash cans, sweep, mop and disinfect floors. Replenish paper stock and soap in restrooms as needed. Restock supplies. **Elevator Duties Clean and polish Polish EL401, EL402 & EL444. Remove gum, sweep, mop, and disinfect elevator floors, wipe down interior and exterior glass on all levels, (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators in the station. Remove debris from elevator door sills. Clean and wipe down the safety edge with dry rag from top to bottom. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023
Job#	Ηοι	ırs		RC#
NC0341 Station North	1500) - 2300		2763
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Lexington Av/63 St	FQ	N601	1500 - 1700
*General Duties- see below				
*Bathroom Duties- see below		-		
*General Duties- see below *Bathroom Duties- see below	57 St	F	N600	1710 - 1900
LUNCH	57 St	F	N600	1900 - 1930
*General Duties-Lower Level Platform	Lexington Av/63 St	F Q	N601	1940 - 2030
*Elevator Duties- see below				
**Major Duties- see below	Lexington Av/63 St	-	N601	2030 - 2100
*General Duties- see below *Bathroom Duties- see below	Lexington Av/63 St	FQ	N601	2100 - 2300
Report Off Duty.	Lexington Av/63 St	FO	N601	2300 -
Report on Duty.	Lexington TW/05 St	1 2	11001	2500
*General Duties-Daily LOWER Level Platform Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including list areas outside station confines. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. "Decodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." ***Bathroom duties: Employee Toilets/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed. Allow bathroom to dry 10 minutes before reopening.				
 ***Major Duty Cleaning - (2030-2100) Sun: - Employee Facility Room-THIRD AVE- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX. Restock supplies. Mon: Supply Room- Tidy and organize chemical and dry supply rooms. Remove empty boxes. Wipe down Fire Extinguishers. Tue: Scrubber Room LOWER Level- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Wed: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thu: Employee Facility Room THIRD AVE- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX. Restock supplies. Fri: Scrubber Room THIRD AVE- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Wipe down top of FX. Restock supplies. Fri: Scrubber Room THIRD AVE- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Sat: Employee restrooms - Wipe down all surfaces including seats and modesty panels. Empty all trash cans, sweep, mop and disinfect floors. Replenish paper stock and soap in restrooms as needed. Restock supplies. **Elevator Duties Clean and polish EL440, EL441, EL442 & EL443. Remove gum, sweep, mop, and disinfect elevator floors, wipe down interior and exterior panels/edges on all levels, (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators in the station. Remove debris from elevator door sills. Clean and wipe down the safety edge with dry rag from top to bottom. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date:			7/16/2023
Job#	Но	RC#		
NC0342 Station North	230	0 - 0700		2763
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform. **General Duties-see below	Lexington Av/63 St	F Q	N601	2300 - 0130
**General Duties-see below	Lexington Av/63 St	F Q	N601	0140 - 0330
Lunch	Lexington Av/63 St	F Q	N601	0330 - 0400
Major Duty (0520-0550) ** Major Duty (0520-0550)	Lexington Av/63 St	F Q	N601	0410 - 0550
**General Duties-see below	Lexington Av/63 St	F Q	N601	0600 - 0700
Report Off Duty.	Lexington Av/63 St	F Q	N601	0700 -
*General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.).Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refu housings. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you ar assigned to clean during your tour of duty. Clean & Close Public Restroom. Open Public Restrooms at scheduled time. *Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Me all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. *Major Duty Cleaning- Nightly: Nightly (Sun-Sat): Clean Public restrooms at 2400 hours Mon: Deliver Dry/Chemical Supplies Tue: Clean fReceptacles and Refuse Housing-Wipe down exterior panel. Remove loose debris from housing floor. Bucket wash and disinfect housing Wed: Employee Facility Room- Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean s	se e op			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date:			7/16/2023	
Job#	Hours			RC#	
NC0343 Station North	093	0 - 1730		2763	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
REPORT ON DUTY IN FULL UNIFORM RESTRICTED DUTY- Public Restroom/Elevator Cleaner	57 St-7 Av	N R Q W	A010	0930 - 1000	
*Public Restroom Duties- see below					
Note- If out of service listed general duties will be performed:					
Mon- Clean men and women's public toilets Tues to Sun- **Station General Duties- see below					
***Elevator Duties- see below	57 St-7 Av	N R Q W	A010	1000 - 1100	
**Station General Duties- see below	57 St-7 Av	N R Q W	A010	1100 - 1150	
*Public Restroom Duties- see below	Lexington Av/63 St	F Q	N601	1200 - 1300	
Note- If out of service listed duties will be performed:					
Mon- Clean men and women's public toilets Tues to Sun- **Station General Duties- see below					
Lunch	Lexington Av/63 St	F Q	N601	1300 - 1330	
***Elevator Duties- see below	Lexington Av/63 St	FQ	N601	1330 - 1520	
*Public Restroom Duties- see below	57 St-7 Av	N R Q W	A010	1530 - 1600	
***Elevator Duties- see below	57 St-7 Av	N R Q W	A010	1600 - 1730	
Report Off Duty	57 St-7 Av	N R Q W	A010	1730 -	
 *Public Restroom Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Allow bathroom to dry 10 minutes before reopening. **Station General Duties Sweep all stairs- platform, mezzanine, and street. Scrap all mezzanines, control areas, platforms, and passageways. Wipe down all AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Remove graffiti, stickers, and sticker/glue residue. Clean exterior of A010, N601 booth window- use water only 					
RESTRICTED DUTY- Public Restroom/Elevator Cleaner					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date:			: 7/16/2023	
Job#		Hours		RC#	
NC0344 Station North		2200 - 0600		2763	
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS	
Sunday-Saturday					
REPORT ON DUTY IN FULL UNIFORM.	5 Av/53 St	ΕM	N303	2200 - 0100	
*Escalator Duties					
ES241, ES242 (MADISON AVE SIDE)					
Note- If escalators are out of service, listed					
General Duties will be performed:	5 A /52 St		N1202	0100 0120	
Lunch	5 Av/53 St	E M	N303	0100 - 0130	
*Escalator Duties- ES239, ES240	5 Av/53 St	EM	N303	0130 - 0330	
*Major Duty-General duties –bathroom	5 Av/53 St	ΕM	N303	0330 - 0600	
Report off duty.	5 Av/53 St	ΕM	N303	0600 -	
**Escalator Duties- Contact Elevator and Escalator Unit prior to cleaning, shutdown and restart, (212) 424-4497					
Shutdown and clean Escalators. Remove gum and damp mop upper and lower landings. Clean and polish exterior and interior of Escalator panels. Clean adjacent tile walls. Remove graffiti, stickers, and sticker/glue residue. Restock supply and return equipment.					
*General Duties- Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean coping of all stairways. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.					
Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down Fire Extinguishers. Bathroom duties***Employee/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date: Hours 2200 - 0600			7/16/2023 RC# 2763
Job#				
NC0345 Station North				
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
REPORT ON DUTY IN FULL UNIFORM.	Lexington Av/63 St	F Q	N601	2200 - 0100
*Escalator Duties - Sun/Tue/Thur/Sat: ESC 401, ESC 402, ESC 403 Mon/Wed/Fri: ESC 404, ESC 405, ESC 406				
Note- If escalators are out of service, listed General Duties will be performed:				
Lunch	Lexington Av/63 St	FQ	N601	0100 - 0130
*Escalator Duties- Sun/Tue/Thur/Sat ESC: 407, ESC 408, ESC 459 Mon/Wed/Fri: ESC 409, ESC 410 & ESC 458	Lexington Av/63 St	FQ	N601	0130 - 0330
*Major Duty-General duties/Elevator Duties ELV 401 & ELV 402 & ELV 440, ELV441 ELV 442, ELV 443, ELV 444	Lexington Av/63 St	FQ	N601	0330 - 0600
Report off duty.	Lexington Av/63 St	F Q	N601	0600 -
Escalator Duties- Contact Elevator and Escalator Unit prior to cleaning, shutdown and restart, (212) 424-4497 Shutdown and clean Escalators. Remove gum and damp mop upper and lower landings. Clean and polish exterior and interior of Escalator panels. Clean adjacent tile walls. Remove graffiti, stickers, and sticker/glue residue. Restock supply and return equipment. *General Duties- Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean coping of all stairways. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down Fire Extinguishers. Bathroom duties*Employee/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper.				
*Elevator Duties - Clean and polish EL401, EL402, EL440, EL441, EL442, EL443 & EL444. Remove gum. Sweep, mop, and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#	Ηοι	irs		RC#
NC0346 Station North	2200) - 0600		2763
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Lexington Av/63 St	F Q	N601	2200 - 0100
*Escalator Duties Sun/Tue/Thur/Sat: ESC 401, ESC 402, ESC 403 Mon/Wed/Fri: ESC 404, ESC 405, ESC 406				
Note- If escalators are out of service, listed General Duties will be performed:				
LUNCH	Lexington Av/63 St	FQ	N601	0100 - 0130
*Escalator Duties- Sun/Tue/Thur/Sat ESC: 407, ESC 408, ESC 459 Mon/Wed/Fri: ESC 409, ESC 410 & ESC 458	Lexington Av/63 St	FQ	N601	0130 - 0330
*Major Duty-General duties ELV 401 & ELV 402 & ELV 440, ELV441 ELV 442, ELV 443, ELV 444	Lexington Av/63 St	F Q	N601	0330 - 0600
REPORT OFF DUTY.	Lexington Av/63 St	F Q	N601	0600 -
 **Escalator Duties- Contact Elevator and Escalator Unit prior to cleaning, shutdown and restart, (212) 424-4497 Shutdown and clean Escalators. Remove gum and damp mop upper and lower landings. Clean and polish exterior and interior of Escalator panels. Clean adjacent tile walls. Remove graffiti, stickers, and sticker/glue residue. Restock supply and return equipment. *General Duties- Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean coping of all stairways. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. 				
Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down Fire Extinguishers. Bathroom duties***Employee/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper. *Elevator Duties -Clean and polish, EL401, EL402, EL440, EL441, EL442, EL443 & EL444. Remove gum. Sweep, mop, and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers, and sticker/glue residue. Remove				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#	Ηοι	ırs		RC#
NC0347 Station North	2200) - 0600		2763
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
REPORT ON DUTY IN FULL UNIFORM.	Lexington Av/63 St	F Q	N601	2200 - 0100
*Escalator Duties Sun/Tue/Thur/Sat: ESC 401, ESC 402, ESC 403 Mon/Wed/Fri: ESC 404, ESC 405, ESC 406				
Note- If escalators are out of service, listed General Duties will be performed:				
LUNCH	Lexington Av/63 St	F Q	N601	0100 - 0130
*Escalator Duties- Sun/Tue/Thur/Sat ESC: 407, ESC 408, ESC 459 Mon/Wed/Fri: ESC 409, ESC 410 & ESC 458	Lexington Av/63 St	FQ	N601	0130 - 0330
*Major Duty-General duties/Elevator Duties ELV 401 & ELV 402 & ELV 440, ELV441 ELV 442, ELV 443, ELV 444	Lexington Av/63 St	FQ	N601	0330 - 0600
REPORT OFF DUTY.	Lexington Av/63 St	F Q	N601	0600 -
 **Escalator Duties- Contact Elevator and Escalator Unit prior to cleaning, shutdown and restart, (212) 424-4497 Shutdown and clean Escalators. Remove gum and damp mop upper and lower landings. Clean and polish exterior and interior of Escalator panels. Clean adjacent tile walls. Remove graffiti, stickers, and sticker/glue residue. Restock supply and return equipment. *General Duties- Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings 				
from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean coping of all stairways. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
*Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down Fire Extinguishers. Bathroom duties***Employee/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper.				
*Elevator Duties -Clean and polish, EL401, EL402, EL440, EL441, EL442, EL443 & EL444. Remove gum. Sweep, mop, and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick E	ffective Date:	7/16/2023
Job#		Hours		RC#
NC0348 Station North		0700 - 1500		2754
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty Full In Uniform.	145 St	A B C D	N020	0700 - 0930
*General Duties- see below				
WAA (If not assigned, listed General Duties will be performed)	145 St	A B C D	N020	0930 - 1130
Lunch	145 St	A B C D	N020	1130 - 1200
**Major Duty- see below	145 St	A B C D	N020	1200 - 1230
*General Duties- see below	145 St	A B C D	N020	1230 - 1500
Report Off Duty	145 St	A B C D	N020	1500 -
around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restroom. Mop public restrooms, as needed. Remove stain and spot clean ADA tactile. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Cleaning-145 St Sun: Clean Digital Panels: Clean all digital panels on A,C platform and main mezzanine. Mon: Employee Toilets by booth: Clean Employee toilet. Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Tue: Scrubber Room/ CTA room – Wipe, clean, wash, wall tiles on main mezzanine. Wed: Major duty in Booth – Clean exterior and interior windows, panels, and floor. Remove dust ball and thoroughly clean booth. Thu: Employee Facility Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator, microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fir				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick E	ffective Date:	7/16/2023
Job#		Hours		RC#
NC0348A Station North		0700 - 1500		2754
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty Full In Uniform.	145 St	A B C D	N020	0700 - 1000
*General Duties- see below				
Lunch	145 St	A B C D	N020	1000 - 1030
**Major Duty- see below	145 St	A B C D	N020	1030 - 1100
WAA (General Duties & major duties	145 St	A B C D	N020	1100 - 1230
unless assigned by supervisor)	145.54		N020	1220 1500
*General Duties- see below Report Off Duty	145 St 145 St	A B C D	N020 N020	1230 - 1500 1500 -
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, 147 St mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restroom. Mop public restrooms, as needed. Remove stain and spot clean ADA tactile. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Major Duty Cleaning-145 St Sun: Employee Toilets and Scrubber room in unmanned mezzanine: Clean Employee toilet. Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Mon: Wall tiles and S/Ws in unmanned mezzanine - Deck Wash S/Ws in back mezzanine. Wipe, clean, deck wall tiles on unmanned mezzanine. Tue: Major duty in Booth - Clean and wash S/Ws to B,D line. Wed: Clean ADA tiles - Clean and deck brush ADA tiles on B,D line. Wed: Clean ADA tiles - Clean and keck brush ADA tiles on B,D line. Wed: Clean ADA tiles - Clean and keck brush ADA tiles				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick Eff	ective Date:	7/16/2023
Job#	Но	urs		RC#
NC0349 Station North	070	0 - 1500		2761
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report on Duty in Full Uniform.	W 4 St Wash Sq	A B C D E F M	N083	0700 - 1000
*General Duties- see below				
Lunch	W 4 St Wash Sq	A B C D E F M		1000 - 1030
*Major Duty- see below	W 4 St Wash Sq	A B C D E F M	N083	1030 - 1130
**General Duties- see below	W 4 St Wash Sq	A B C D E F M	N083	1130 - 1500
Report off duty.	W 4 St Wash Sq	A B C D E F M	N083	1500 -
 *General Duties-Daily – Northbound/Southbound 'ACE' Platforms and N083 Control Area Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Cleaning- Sun: Southbound 'ACE' Refuse Room - Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. 				
Mon: Employee Toilets - Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Tue: Sweep and bucket wash stairways in N083 Control Area. Clean adjacent tile walls. Remove all stickers. Wed: Dry & Chemical Supply Room - Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thu: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty				
trash can, sweep, mop and disinfect floors. Wipe down top of FX. Fri: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Sat: Clean and polish all Trash Receptacles Interior/Exterior including the Chrome Rims.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick Effe	ective Date:	7/16/2023
Job#	Но	urs		RC#
NC0349A Station North	090	00 - 1700		2761
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS
Monday-Friday				
Report On Duty In Full Uniform RESTRICTED DUTY- NO CHEMICAL CONTACT	W 4 St Wash Sq	A B C D E F M	N083	0900 - 1100
*General Cleaning Duties- see below				
**General Cleaning Duties- see below	W 4 St Wash Sq	A B C D E F M	N083	1100 - 1300
Lunch	W 4 St Wash Sq	A B C D E F M	N083	1300 - 1330
***General Cleaning Duties- see below	W 4 St Wash Sq	A B C D E F M	N083	1330 - 1630
**General Cleaning Duties- see below	W 4 St Wash Sq	A B C D E F M	N083	1630 - 1700
Report Off Duty *General Duties- A/C/E, N083 Control Area	W 4 St Wash Sq	A B C D E F M	N083	1700 -
Sweep all stairs- N/S/B island platforms, mezzanine, and street. Scrap all mezzanines, control area, N/S/B island platforms, and passageways. Wipe down all AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Clean exterior of N083 booth window- use water only. Remove gum from EL333,334,335 cab floors. Remove all stickers and sticker/glue residue from all areas of the station including the elevators- street level exterior included **General Duties- B/D/F/M, N080 Control Area Sweep all stairs- N/S/B island platforms, mezzanine, and street. Scrap all mezzanines, control area, and N/S/B island platforms. Wipe down all AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Remove gum from top and bottom landings of ES325 and 326. Remove all stickers and sticker/glue residue from all areas				
of the station. ***General Duties- Middle Mezzanine Passageway, N081 Control Area Sweep mezzanine and street stairways in N081 control area. Scrap middle mezzanine passageway. Wipe down all surfaces: FDNY standpipes and stairway handrails. Remove all stickers and sticker/glue residue from all areas of the station. Wipe down all AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0350 Station North		0700 - 1500		2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform. PERFORM DUTIES ON 'J' LINE	Fulton St	A C	N095	0700 - 0830
*General Duties-see below				
*Elevator Duties-see below				
*General Duties-see below	Fulton St	A C	N095	0830 - 1100
Lunch	Fulton St	A C	N095	1100 - 1130
*General Duties-see below	Fulton St	A C	N095	1130 - 1400
*Elevator Duties-see below				
*General Duties-see below	Fulton St	A C	N095	1400 - 1500
Report Off Duty.	Fulton St	A C	N095	1500 -
*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Scrap all mezzanines, control areas, platforms, underpass, and passageways. Clean Stairway Leading to Jamaica CTR Platform And SW NS25 Leading To The East Mezzanine. Clean, Mop, & Disinfect Passageway Leading to 87 Nassau STWipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
*Elevator Duties-				
Clean & Polish EL-722 (0730-0800 And 1200-1230) & EL-719 (0800-0830 And 1230-1300). Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels(street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0351 Station North		0700 - 1500		2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Chambers St	A C	N092	0700 - 0930
*General Duties-see below				
*General Duties-see below	World Trade Center	E	N094	0930 - 1100
Lunch	World Trade Center	E	N094	1100 - 1130
*General Duties-see below	World Trade Center	E	N094	1130 - 1300
*Major duties- see below				
*Elevator Duties-see below			2200.4	1000 1155
*General Duties-see below	World Trade Center	E	N094	1300 - 1455
*Major duties- see below				
Report off duty.	Chambers St	A C	N092	1500 -
General Duties:				
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft				
around all street stairways and street level elevators. Scrap all mezzanines, control areas, platforms, underpass, and				
passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles,				
HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect, clean &				
Polish all trash receptacles. Remove all stains, spills and drag marks on floor areas & Spot mop. Empty booth trash, clean				
exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases.				
Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize				
the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
*Major Duty Cleaning-				
*Elevator Duties- EL742, El 743				
Remove gum. Sweep, mop, disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels- street,				
mezzanine and platforms. Clean interior and exterior glass on all elevators on station. Remove graffiti, stickers and				
sticker/glue residue. Remove debris from elevator door sills.				
Mon/Wed/Fri : Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose				
debris from refuse inserts and disinfect.				
Sun/Tue/Thurs/Sat:				
Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers.				
Scrubber Room- Deck wash walls and floor. Clean/disinfect and organize the room. Discard all debris and empty chemical				
bottles. Wipe down Fire Extinguishers. Restock supplies.				
Wipe down Fire Extinguishers. Restock supplies				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick

Pick Effective Date:	7/16/2023
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Date: 6/2/2023

Job#	н	ours		RC#
NC0351A Station North	0700 - 1500			2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	World Trade Center	E	N094	0700 - 0710
General Duties-see below Stairways S6,S7, S8, S9, S10 & the N092 Mezzanine & Passageway.	Chambers St	A C	N092	0710 - 0900
General Duties- see below Stairways S12, S13, S17, S18, S19, S20, & the N091 Mezzanine & Passagewalk.	Chambers St	A C	N092	0900 - 1030
Lunch	Chambers St	A C	N092	1030 - 1100
General Duties- see below N091 & N092 Paid/Unpaid Mezzanines	Chambers St	A C	N092	1100 - 1140
General Duties-see below	Chambers St	A C	N092	1400 - 1450
Report Off Duty. General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including adjacent to the Staten Island Ferry entrance. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty."	World Trade Center	E	N094	1500 -

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0352 Station North		0700 - 1500		2761
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	14 St	A C E	N078	0700 - 1030
*General Duties- see below				
Lunch	14 St	A C E	N078	1030 - 1100
*Major Duty- see below	14 St	A C E	N078	1100 - 1200
**General Duties- see below	8 Av	L	H001	1200 - 1400
*General Duties- see below	14 St	A C E	N078	1400 - 1500
Report off duty.	14 St	A C E	N078	1500 -
 @1400 - Check for unsanitary conditions at 14th St and correct. Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. 				
 *Major Duty Cleaning - Continue with General Duties when General Duties are not scheduled Sun: H001 Booth- interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Mon: ***Public Toilet Duties - Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed. Allow bathroom to dry 10 minutes before reopening. Tue: Employee Toilets (Located in 8th Ave Passageway) - Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Wed: Sweep and bucket wash all street stairways in N078 Control Area. Clean adjacent tile walls. Remove all stickers. Thu: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX. Fri: Sweep and bucket wash all street stairways in H001 Control Area. Clean adjacent tile walls. Remove all stickers. Sat: N078 Booth- interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0352A Station North		2300 - 0700		2761
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	14 St	A C E	N078	2300 - 0200
General Duties- see below				
Major Duty Floors	14 St	A C E	N078	0200 - 0300
Lunch	14 St	A C E	N078	0300 - 0330
Major Duty Cleaning	14 St	A C E	N078	0330 - 0430
General Duties	14 St	A C E	N078	0430 - 0530
General Duties	8 Av	L	H001	0530 - 0650
Report off duty.	14 St	A C E	N078	0700 -
General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scra around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe dow disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control are including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all wim station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag n floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urin disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outsid ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to during your tour of duty.	In & eas dows and narks on the areas, e areas (3 an EFR			
Major Duty Floors-Nightly Remove dust balls and gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. D and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine are all touch points. Clean and disinfect refuse rooms/refuse housings.				
Major Duty Cleaning- Sun: Employee Bathrooms (Located in 8th Ave Passageway) - Clean Men and Women's: Wipe down all surfaces modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, m disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Mon: Chemical and Dry Supply Room - Clean and organize the room. Discard all debris and empty chemical bot down Fire Extinguishers and Eyewash Units. Restock supplies. Tidy and organize supply rooms. Tue: Employee Facility Room - Wipe down all surfaces including walls, lockers, doors, Quench machines, refrige microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Exti Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Office - Clean desks, table tops, Quench unit, refrigerator and microwave. Sweep and mop floors, disinfect. Clear toilet inside of office. Wed: Refuse Rooms (Northbound & Southbound platforms) – Deck wash walls and floor. Wipe down Fire Extin Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Deck wash walls and Clean and organize the room. Discard all debris and empty chemical bottles. * Extra 30-45 minutes allowed Thu: Clean and polish MVMs, MEMs, HEETs, Turnstiles and chromes railing. Clean and polish all trash receptad	Clean op and tles. Wipe rrator, nguishers. a employee guisher. floor. Eyewash			
Fri: Scrubber Rooms (NB, SB platforms & Middle Mezzanine) - Deck wash walls and floor. Clean and organize - Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplie * Extra 30-45 minutes allowed Sat: Booth N078 and H001 - Clean booth interior and exterior. Sweep and mop floor, wash walls, dust top of led including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Sign Booth Major Duty Forn	the room. es. ges			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick E	ffective Date:	e: 7/16/2023	
Job#	Hours		RC#		
NC0353 Station North	07	00 - 1500		276	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report on Duty in Full Uniform.	59 St Columbus Circle	1	R158	0700 -	
*General Duties- see below	59 St Columbus Circle	1	R158	0700 - 0900	
***Elevator Duties -	59 St Columbus Circle	A B C D	N051	0900 - 1030	
Lunch	59 St Columbus Circle	1	R158	1030 - 1100	
**General Duties- see below	59 St Columbus Circle	1	R158	1100 - 1350	
*Major Duty- see below	59 St Columbus Circle	1	R158	1350 - 1450	
Report off duty.	59 St Columbus Circle	1	R158	1500 -	
Inspect station for unsanitary conditions and correct. Sweep all stairs in the NO49 and R158 Mezzanine paid/unpaid control areas, southbound and northbound platforms, mezzanine, and street. Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, NO49 control areas, southbound and northbound platforms. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty NO49 & R158 booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Cleaning-Sun: Booth N049 - Clean booth interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Sign booth major duty form. Mon: Refuse Room R158 - Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Tue: Employee Toilets R158 Control Area - Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toile bowl brush. Remove all graffit in at stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soa					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick Pick F		Pick Ef	ffective Date:	7/16/2023
Job#	Но	urs		RC#
NC0353A Station North	230	0 - 0700		2761
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report on Duty in Full Uniform.	59 St Columbus Circle	ABCD	N051	2300 - 0100
Elevator Duties			1070	0110 0240
Elevator Duties	-	ACE	N070	0110 - 0240
Lunch	-	A C E	N070	0240 - 0310
Elevator Duties	14 St	A C E	N078	0320 - 0520
Elevator Duties	34 St Penn Station	АСЕ	N070	0530 - 0610
Elevator Duties	59 St Columbus Circle	ABCD	N051	0620 - 0650
Report off duty.	59 St Columbus Circle	ABCD	N051	0700 -
Elevator Duties – 59th Col Circle (0620 – 650) - Check & correct any unsanitary conditions found Clean and polish EL277, EL278, EL279 & EL280. Remove gum. Sweep, mop, disinfect elevator floors. Wipe down and exterior panels/ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all el on station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills.				
Elevator Duties – 34th Penn Station (0530-610) – Check & correct any unsanitary conditions found Clean and polish EL225, EL226, EL227 & EL228. Remove gum. Sweep, mop, disinfect elevator floors. Wipe down and exterior panels/ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all el on station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills.				
Elevator Duties – 14th St & 8th Ave ACE/L Clean and polish EL224, EL221, EL223 & EL222. Remove gum. Sweep, mop, disinfect elevator floors. Wipe down and exterior panels/ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all el on station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick			Effective Date:	7/16/2023
Job#				RC#
NC0353B Station North	22	200 - 0600		2761
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report on Duty in Full Uniform.	50 St	1	R155	2200 - 2400
General Duties				
Major Duty Floors	50 St	1	R155	2400 - 0130
Major Duty Cleaning	50 St	1	R155	0130 - 0215
Lunch	50 St	1	R155	0215 - 0245
	59 St Columbus	1	R158	0255 - 0340
Major Duty Cleaning	Circle			
Major Duty Floors	59 St Columbus Circle	1	R158	0340 - 0500
	59 St Columbus	1	R158	0500 - 0550
General Duties	Circle			
Report off duty.	50 St	1	R155	0600 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
Major Duty Floors-Nightly Remove dust balls and gum from floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms.				
Major Duty Cleaning- If Major Duty Cleaning is not scheduled for a station, proceed with General Duties Sun: 50th St (1) Employee Bathroom - Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bow brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. 50th St (1) Scrubber Room - Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Mon: 50th St (1) Chemical and Dry Supply Room - Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Tidy and organize supply rooms. Tue: 50th St (1) Refuse Room – Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Thu: 50th St (1) Refuse Room – Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Thu: 50th St '1' and 50th '1' - Clean and polish MVMs, MEMs, HEETs, Turnstiles and chromes railing. Clean and polish all trash receptacles. Fri: 59th St '1' Scrub	5,			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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023 STAC Summer Pick Pick Effective Date:			7/16/2023	
Job#		Hours		RC#
NC0354 Station North		2300 - 0700		2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Fulton St	A C	N095	2300 - 0100
*General Duties-see below				
*General Duties-see below	Fulton St	A C	N095	0100 - 0300
Lunch	Fulton St	A C	N095	0300 - 0330
*General Duties-see below	Fulton St	A C	N095	0330 - 0500
*Elevator/Escalator/MVM's/Turnstiles Duties-see below				
*Major Duties-see below (0330-0400)				
*General Duties-see below	Fulton St	A C	N095	0500 - 0700
Report Off Duty.	Fulton St	A C	N095	0700 -
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (Passageways, Hallways, mezzanine & street Stairways). Scrap all mezzanines, control areas, underpass, and passageways. Clean Stairways Leading to Concourse Level NS12/NS13. Scrap Underpass Between S/B "4/5" & "A/C" West Mezzanine. Clean/remove Dust Buildup On Tile Walls Leading to Underpass & "A/C" West Mezzanine. Dust Mop Tile Wall Ledges At Stairways NS10A/B & NS11A/B Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Wipe down stairway & Escalator overheads to remove dust and stains. Empty, disinfect, clean & polish chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas & Spot mop as needed. Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffit, stickers, and sticker/glue residue. Clean & Disinfect "A/C" East Mezzanine Corridor. Deck Wash Walls & Floor. Clean & Disinfect Hallways. Dedorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Major Duty: If station CTA job is not covered, HDC Cleaners will perform general duties. Tue: 4/5 Line N/B Refuse Room - Clean & disinfect. Sweep, deck brush, mop, and remove all stains & drag marks. Breakdown all empty boxes. Wipe down fire extinguisher. Clean/wipe down walls, as needed. Wed: 4/5 Line S/B Refuse Room - Clean & disinfect. Sweep, deck brush, mop, and remove all stains & drag marks. Breakdown all empty boxes. Wipe down fire extinguisher. Clean/wipe down walls, as needed. Sat: A/C Island Platform Refuse Room - Clean & disinfect. Sweep, deck brush, mop, and remove all stains & drag marks. Breakdown all empty boxes. Wipe down fire extinguisher. Clean/wipe down walls, as neede				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick Pick Effectiv			Effective Date:	7/16/2023
Job#		Hours		RC#
NC0355 Station North		2300 - 0700		2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	South Ferry	1	R101	2300 - 0030
*General Duties-see below				
*Escalator Duties- see below	South Ferry	1	R101	0030 - 0300
*Escalator Duties (ESC-311)-see below	South Ferry	1	R101	0300 - 0400
Lunch	South Ferry	1	R101	0400 - 0430
*General Duties-see below	South Ferry	1	R101	0430 - 0530
*General Duties-see below	South Ferry	1	R101	0530 - 0700
Report Off Duty.	South Ferry	1	R101	0700 -
*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including adjacent to Staten Island Ferry entrance. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Elevator Duties- Clean & Polish ESC-369,370, 374, & ESC-375. Clean & Polish ESC-311 At Whitehall. Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels(street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023	
Job#	Hours			RC#	
NC0356 Station North		2300 - 0700		2765	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform.	South Ferry	1	R101	2300 - 0100	
*General Duties-see below					
*Escalator Duties- see below	South Ferry	1	R101	0100 - 0330	
Lunch	South Ferry	1	R101	0330 - 0400	
*Escalator Duties (ESC-353)- see below	South Ferry	1	R101	0400 - 0500	
RTO Facilities (Clean, Mop & Disinfect)	South Ferry	1	R101	0500 - 0700	
Report Off Duty.	South Ferry	1	R101	0700 -	
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including adjacent to Staten Island Ferry entrance. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Escalator Duties- Clean & Polish ESC-312, ESC-371, 732, & ESC-733. Clean & Polish ESC-353 at Whitehall. Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels(street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.					
Remove All Graffiti And Stickers On Discovery. Subject To Change And /Or Chance.					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date: 7			7/16/2023	
Job#		Hours		RC#	
NC0357 Station North		0700 - 1500		2765	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform.	Park Place	23	R115	0700 - 0900	
*General Duties-see below					
*General Duties-see below	World Trade	Е	N094	0910 - 1050	
*Major Duties-see below (0930-1000)	Center				
Lunch	World Trade Center	E	N094	1050 - 1120	
*General Duties-see below	World Trade Center	E	N094	1120 - 1220	
*General Duties-see below	Park Place	2 3	R115	1230 - 1500	
*Major Duties-see below (0930-1000)					
Report Off Duty.	Park Place	2 3	R115	1500 -	
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Cleaning- Sun/Wed: (Park Place Only) Clean Booth R115 interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon sensors and Fire Extinguishers. Remove all debris and Non-NYCT items from booth drawers. Mon: Employee Facility Room - Deck wash walls and floors. Clean exterior of all surfaces including lockers. Clean interior/exterior of microwave, refrigerator and Quench Unit. Daily: Employee Toilet - Deck wash walls and floors. Clean exterior of all surfaces including tissue and hand towel holders, mirror, hand dryer, sink, and commode. Replenish paper and soap. Wed: Refuse Room - Deck Wash walls and floors, wipe Gown - Deck wash walls and floor, wipe Fire Extinguisher, restock and organize supplies and equipment. Fri/Mon: Platform Scrubber Room - Deck wash walls and floor, wipe Fire Extinguisher, restock and organize supplies and equipment. Fri/Mon: Platform Scrubber Room - Deck wash walls and floor, wipe Fire Extinguisher, restock and organize supplies and equipment. <li< td=""><td></td><td></td><td></td><td></td></li<>					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Su	023 STAC Summer Pick Pick Effective Date:			7/16/2023	
Job#			Hours		RC#
NC0358	Station North		0700 - 1500		2765
INSTRUCTIONS		STATION	LINE	воотн	HOURS
	Sunday-Saturday				
Report On Duty In Fu	ll Uniform.	South Ferry	1	R101	0700 - 0800
*General Duties-see b	elow				
PERFORM DUTIES A	AT WHITEHALL ST "R"	South Ferry	1	R101	0800 - 0900
*General Duties-see b					
*Elevator Duties-see b	below	South Ferry	1	R101	0900 - 1130
*General Duties-see b	elow				
Lunch		South Ferry	1	R101	1130 - 1200
RTO Facilities (Clean,	, Mop & Disinfect)	South Ferry	1	R101	1200 - 1300
PERFORM DUTIES A	AT WHITEHALL ST "R"	South Ferry	1	R101	1300 - 1400
*General Duties-see b	elow				
*Elevator Duties-see b	below	South Ferry	1	R101	1400 - 1500
Report Off Duty.		South Ferry	1	R101	1500 -
around all street stairw RTO Office Behind M platforms, underpass, a MEZZANINES. Dry I equipment (MVMs, Tu Empty, disinfect, clear Empty booth trash, cle gutters and sanitary ba all ledges and benches	anitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft vays including adjacent to Staten Island Ferry entrance. Sweep & Mop Corridor, Employee Toilet & letal Double Doors. Sweep & Mop RTO Office Behind R101.Scrap all mezzanines, control areas, and passageways. Wipe down & disinfect all stairways including handrails EXITS 1, 2, & 3 Dust Wipe Escalators ESC-369, 370, 371, 372, 373, 374, & ESC-375. Clean and polish AFC urnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. and polish all trash receptacles. Remove all stains, spills and drag marks on floor areas & spot mop. ean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect uses. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean b. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and Deodorize the entire station upon arriving and departing each station you are assigned to clean during				
*Elevator Duties-					
panels/ledges on all le	0 & EL-731 Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and exterior vels(street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the station. ers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety om top to bottom.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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023 STAC Summer Pick			Effective Date:	7/16/2023
Job#		Hours		RC#
NC0359 Station North		1500 - 2300		2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report on duty in full uniform.	South Ferry	1	R101	1500 - 1730
*General Duties - see below				
*Elevator Duties-see below				
Lunch	South Ferry	1	R101	1730 - 1800
*General Duties - see below	South Ferry	1	R101	1800 - 1930
*General Duties - see below	South Ferry	1	R101	1930 - 2130
*Elevator Duties-see below				
*General Duties - see below	South Ferry	1	R101	2130 - 2300
*Major Duties-see below (2130-2200)				
Report Off Duty.	South Ferry	1	R101	2300 -
*General Duties-Daily				
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft				
around all street stairways including adjacent to the Staten Island Ferry entrance. Sweep and mop corridor, clean Employee				
Toilet and RTO Offices behind metal double doors. Sweep and Mop RTO office behind R101. Clean and disinfect feces & urine-prone areas including Exits 1,2, and 3. Remove stains and drag marks from tile flooring. Remove stickers and graffiti.				
Dry dust wipe escalators ES369, ES370, ES371, ES372, and ES373. Scrap all mezzanines, control areas, platforms,				
underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs,				
Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and				
clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean				
exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases.				
Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches.				
Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize				
the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
*Elevator Duties-				
Clean & Polish EL730 and EL731. Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and exterior				
panels/ledges on all levels(street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the station.				
Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety				
edge with a dry rag from top to bottom.				
*Major Duty Cleaning-				
Sun: SB Refuse Room - Deck Wash walls and floors, wipe down Fire Extinguishers.				
Daily: Employee Toilet on lower mezzanine - Deck wash walls and floors. Clean exterior of all surfaces including tissue				
and hand towel holders, mirror, hand dryer, sink, and commode. Replenish paper and soap.				
Daily: Employee Toilet on NB platform - Deck wash walls and floors. Clean exterior of all surfaces including tissue and hand towel holders, mirror, hand dryer, sink, and commode. Replenish paper and soap.				
Employee Facility Room - Deck wash walls and floors. Clean exterior of all surfaces including lockers. Clean				
interior/exterior of microwave, refrigerator and Quench Unit.				
Thu: SB Refuse Room - Deck Wash walls and floors, wipe down Fire Extinguishers.				
Fri: Clean & Organize paper and chemical Supply Rooms including wiping down Fire Extinguisher and breakdown and				
discard empty boxes.				
Sat/Wed: Clean Booth R107 interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon				
sensors and Fire Extinguishers. Remove all debris and Non-NYCT items from booth drawers. Daily: Wet Mop: stairway &				
landings, including threads, passageways/underpass, tunnels, mezzanines & corridors.				
	1	I	I	1

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick			Effective Date:	7/16/2023
Job#	н	RC#		
NC0360 Station North	23	300 - 0700		2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	WTC Cortlandt	1	R107	2300 - 0200
*General Duties-see below Major Duty Floors Nightly				
Wajor Duty Proofs Mgnuy				
*Major Duties-see below (0100-0130)			D 105	
*General Duties-see below	WTC Cortlandt	1	R107	0200 - 0300
*Escalator Duties-see below (ES353)				
Lunch	WTC Cortlandt	1	R107	0300 - 0330
Elevator Duties-see below	WTC Cortlandt	1	R107	0330 - 0500
(0330-0400) Clean & Polish EL712.				
(0400-0430) Clean & Polish EL713.				
(0430-0500) Clean & Polish EL736.				
*General Duties-see below	Rector St	1	R103	0510 - 0610
*General Duties-see below	WTC Cortlandt	1	R107	0620 - 0700
Report Off Duty.	WTC Cortlandt	1	R107	0700 -
 *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Clean & Disinfect R106, R107, R107D, R108, R108A, and R109 mezzanines.Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Elevator Duties-Clean & Polish EL712, 713, 736. Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels(street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom. 				
*Major Duty Cleaning-				
Sun: SB Refuse Room - Deck Wash walls and floors, wipe down Fire Extinguishers. Daily: Employee Toilet on lower mezzanine - Deck wash walls and floors. Clean exterior of all surfaces including tissue and hand towel holders, mirror, hand dryer, sink, and commode. Replenish paper and soap. Daily: Employee Toilet on NB platform - Deck wash walls and floors. Clean exterior of all surfaces including tissue and hand towel holders, mirror, hand dryer, sink, and commode. Replenish paper and soap. Employee Facility Room - Deck wash walls and floors. Clean exterior of all surfaces including lockers. Clean interior/exterior of microwave, refrigerator and Quench Unit. Thu: SB Refuse Room - Deck Wash walls and floors, wipe down Fire Extinguishers. Fri: Clean & Organize paper and chemical Supply Rooms including wiping down Fire Extinguisher and breakdown and discard empty boxes. Sat/Wed: Clean Booth R107 interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon sensors and Fire Extinguishers. Remove all debris and Non-NYCT items from booth drawers. Daily: Wet Mop: stairway & landings_including threads_passageways/underpass_tungls_magraphics_f_gorridors				
landings, including threads, passageways/underpass, tunnels, mezzanines & corridors.	1			1

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date:			te: 7/16/2023 RC#	
Job#	He				
NC0361 Station North	07	00 - 1500		2765	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform.	WTC Cortlandt	1	R107	0700 - 0830	
*General Duties-see below					
*General Duties-see below	Rector St	1	R103	0840 - 1140	
*Major Duties-see below (0930-1000)					
Lunch	WTC Cortlandt	1	R107	1150 - 1220	
*Elevator Duties:	WTC Cortlandt	1	R107	1220 - 1350	
(1220-1250) Clean & Polish EL712.					
(1250-1320) Clean & Polish EL713.					
(1320-1350) Clean & Polish EL736.			2.102	1	
*General Duties-see below	WTC Cortlandt	1	R107	1350 - 1500	
Report Off Duty.	WTC Cortlandt	1	R107	1500 -	
*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Clean & Disinfect R106, R107, R107D, R108, R108A, and R109 mezzanines. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.					
*Elevator Duties- Clean & Polish EL712, 713, 736. Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels(street, mezzanine and platforms). Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.					
*Major Duty Cleaning-					
Sun/Wed: Clean Booth R103 interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon sensors and Fire Extinguishers. Remove all debris and Non-NYCT items from booth drawers. Wet Mop: stairway & landings, including threads, passageways/underpass, tunnels, mezzanines & corridors, . Daily: Employee Facility Room - Deck wash walls and floors. Clean exterior of all surfaces including lockers. Clean interior/exterior of microwave, refrigerator and Quench Unit. Wet Mop: stairway & landings, including threads, passageways/underpass, tunnels, mezzanines & corridors.					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick Pick Effective Dat			Effective Date:	7/16/2023
Job#	н	ours		RC#
NC0362 Station North	1:	500 - 2300		2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	WTC Cortlandt	1	R107	1500 - 1800
*General Duties-see below				
*Elevator Duties-see below (1600-1630) Clean & Polish EL712.				
(1630-1700) Clean & Polish EL713.				
(1700-1730) Clean & Polish EL736.				
*Elevator Duties-see below	WTC Cortlandt	1	R107	1800 - 1930
(1800-1830) Clean, Disinfect & Polish EL712.				
(1830-1900) Clean, Disinfect & Polish EL713.				
(1900-1930) Clean, Disinfect & Polish EL736.				
Lunch	WTC Cortlandt	1	R107	1930 - 2000
*General Duties-see below	Rector St	1	R103	2010 - 2200
*General Duties-see below	WTC Cortlandt	1	R107	2210 - 2300
Report Off Duty.	WTC Cortlandt	1	R107	2300 -
*General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Wet Mop: stairway & landings, including threads, passageways/underpass, tunnels, mezzanines & corridors. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Elevator Duties- Clean & Polish EL712, 713, 736. Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels(street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0363 Station North		0930 - 1730		2763
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform RESTRICTED DUTY- Public Restroom/RTO. Must be Track Safety Qualified.	96 St	Q	N702	0930 - 1000
*Public Restroom Duties- see below				
Note- If out of service listed general duties will be performed:				
Mon- Clean men and women's public toilets Tues to Sun- **Station General Duties- see below				
***RTO Duties- see below	96 St	Q	N702	1000 - 1150
*Public Restroom Duties- see below	86 St	Q	N701	1200 - 1300
Note- If out of service listed general duties will be performed:				
Mon- Clean men and women's public toilets Tues to Sun- **Station General Duties- see below				
****Elevator Duties	86 St	Q	N701	1300 - 1330
Lunch	72 St	Q	N700	1340 - 1410
****Elevator Duties	72 St	Q	N700	1410 - 1520
*Public Restroom Duties- see below	96 St	Q	N702	1530 - 1600
***RTO Duties- see below	96 St	Q	N702	1600 - 1730
Report Off Duty	96 St	Q	N702	1730 -
 *Public Restroom Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Allow bathroom to dry 10 minutes before reopening **Station General Duties Sweep all stairs- platform, mezzanine, and street. Scrap all mezzanines, control areas, platforms, and passageways. Wipe down all AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Remove graffiti, stickers, and sticker/glue residue. Clean exterior of N700, N701 and N702 booth windows- use water only ***RTO Duties- 96th Street RTO Platform/Reporting Location/Crew Room: Sweep, remove all dust balls. Clean and disinfect passageway floor from swipe gate to front of refuse room door. Offices: Dispatcher, Superintendent, Tower. Clean all rooms: crew room, lunch room, locker room, and women/men bathrooms. Wipe down all surfaces including Quench machines, refrigerator, microwave. Empty all trash cans, sweep, mop and disinfect floors. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. RTO MUST PROVIDE OWN CLEANING AND PAPER STOCK SUPPLIES. ****Clean and Polish [ELE#'s] Remove gum. Sweep, mop and disinfect elevator floors. Wipe down interior and exterior panel/ledges on all levels (street, mezzanine and platforms). Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker/glue residue. Remove debris from elevator doors sills. Clean and wipe down the safety edge with a dry rag from top to bottom. 				
RESTRICTED DUTY- Public Restroom/RTO. Must be Track Safety Qualified				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0364 Station North		2300 - 0700		2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Chambers St	A C	N092	2300 - 0200
*General Duties-see below Major Duty Floors Nightly				
*Elevator Duties-see below				
Lunch	Chambers St	A C	N092	0200 - 0230
*General Duties-see below	Chambers St	A C	N092	0230 - 0430
*Major Duties-see below (0300-0330)				
*General Duties-see below Major Duty Floors Nightly	Chambers St	A C	N092	0430 - 0700
*Elevator Duties-see below				
Report Off Duty.	Chambers St	A C	N092	0700 -
*General Duties-Daily Inspect station for unsanitary conditions and correct including clean stairways S17, S18, S19, & S20. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways and street level elevator. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize touch points. Clean and disinfect refuse rooms/refuse housings. Wet Mop: stairway & landings, including threads, passageways/underpass, tunnels, mezzanines & corridors.				
*Major Duty Cleaning-				
 Sun: Refuse Room - Deck Wash walls and floors, wipe down Fire Extinguishers. Mon: Employee Toilet - Deck wash walls and floors. Clean exterior of all surfaces including tissue and hand towel holders, mirror, hand dryer, sink, and commode. Replenish paper and soap. Tue: Sweep, Mop, & Remove Dust From The "Eye". Wed: Clean Booth N092 interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon sensors and Fire Extinguishers. Thu: Clean & Organize Supply Room and Scrubber Rooms including remove unauthorized items and empty boxes and bottles and clean/wipe down eyewash unit and fire extinguisher. Fri: Employee Toilet - Deck wash walls and floors. Clean exterior of all surfaces including tissue and hand towel holders, mirror, hand dryer, sink, and commode. Replenish paper and soap. Sat: Sweep, Mop, & Remove Dust From The "Eye". 				
*Elevator Duties-				
Clean & Polish EL326. Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels(street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick B	Effective Date:	7/16/2023
Job#	Hours			RC#
NC0365 Station North	110	0 - 1900		2761
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform RESTRICTED DUTY- Elevator Cleaner	34 St Penn Station	A C E	N070	1100 -
*Elevator Duties- see below	34 St Penn Station	A C E	N070	1100 - 1300
*Elevator Duties- see below	34 St Penn Station	123	R138	1310 - 1440
Lunch	34 St Penn Station	A C E	N070	1450 - 1520
*Elevator Duties- see below	34 St Penn Station	A C E	N070	1520 - 1720
*Elevator Duties- see below	34 St Penn Station	123	R138	1730 - 1850
Report Off Duty	34 St Penn Station	A C E	N070	1900 -
*Elevator Duties				
34th Street Penn Station A/C/E EL225, 226, 227, 228 Remove gum. Sweep, mop, disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels- street, mezzanine, and platforms. Clean interior and exterior glass on all elevators on station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.				
34th Street Penn Station 1/2/3 EL214, 215, 216 & EL 618 Remove gum. Sweep, mop, disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels- street, mezzanine, and platforms. Clean interior and exterior glass on all elevators on station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.				
RESTRICTED DUTY- Elevator Cleaner				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#	Но	urs		RC#
NC0366 Station North	23(0 - 0700		276
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	34 St Penn Station	ACE	N070	2300 - 0200
General Duties				
Major Duty Floors	34 St Penn Station	A C E	N070	0200 - 0300
LUNCH	34 St Penn Station	A C E	N070	0300 - 0330
Major Duty Cleaning	34 St Penn Station	A C E	N070	0330 - 0430
General Duties	34 St Penn Station	A C E	N070	0430 - 0700
Report Off Duty	34 St Penn Station	A C E	N070	0700 -
General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows an station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Major Duty Floors-Nightly Remove dust balls and gum from floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms.				
 Major Duty Cleaning- Sun: Employee Bathroom (Southbound Local Platform)- Clean Men and Women's: Wipe down all surfaces- walls, modes panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commode with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Lower Level Mezzanine Scrubber Room - Deck wash walls and floor. Clean and organize the room. Discard all debris an empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Mon: Chemical and Dry Supply Room - Clean and organize the room. Discard all debris and empty chemical bottles. Wip down - Clean and organize the room. Discard all debris and empty chemical bottles. Wip down Sire Extinguishers and Lower Level Mezzanine) - Wipe down all surfaces including wall: lockers, doors, Quench machines, refrigerator, microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguishers. Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wed: Refuse Room – Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Deck wash walls and floor. Clean and organize the room. Discard debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Island Platform Scrubber Room - Deck wash walls and floor. Clean and organize the room. Discard debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Island Platform Scrubber Room - Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock suppli	s d pe s, f tris all			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0367 Station North		1500 - 2300		2757
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	28 St	R W	A027	1500 - 1800
*General Duties- see below				
*Major Duty- see below	28 St	R W	A027	1800 - 1900
Lunch	28 St	R W	A027	1900 - 1930
*Major Duty- see below	23 St	R W	A030	1940 - 2040
**General Duties- see below	23 St	R W	A030	2040 - 2150
** General Duties- see below	28 St	R W	A027	2200 - 2300
Report off duty.	28 St	R W	A027	2300 -
disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty."				
 *Major Duty Cleaning- Sun: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Mon: Employee Toilets- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Tue: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Wed: Supply Room @ 28th Street-Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thu: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empt trash can, sweep, mop and disinfect floors. Wipe down top of FX. Fri: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Sat: Stairways- Bucket Wash]. Clean adjacent tile walls. Remove all stickers. 	e y			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date:			7/16/2023
Job#	H	RC#		
NC0368 Station North	23	600 - 0700		2757
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Times Sq-42 St	S	R147	2300 -
*General Duties- see below	Times Sq-42 St	N Q R W	R147	2300 - 0230
N,Q,R,W			D 1 45	0000
*Major Duty- see below N,Q,R,W	Times Sq-42 St	N Q R W	R147	0230 - 0330
Lunch	Times Sq-42 St	N Q R W	R147	0330 - 0400
N,Q,R,W	-	_		
**General Duties- see below (SHUTTLE)	Times Sq-42 St	S	R147	0400 - 0600
*Major Duty- see below (SHUTTLE)	Times Sq-42 St	S	R147	0600 - 0700
Report off duty.	Times Sq-42 St	S	R147	0700 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty."				
 *Major Duty Cleaning- Sun: Employee Toilets- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Mon: Employee Facility Room @ Shuttle Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX. Tue: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Wed: Stairways- Bucket Wash [list stairway #'s]. Clean adjacent tile walls. Remove all stickers. Thu: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX. Fri: Refuse Room- Deck wash walls and floor. Wipe down top of FX. Fri: Refuse Room- Deck wash walls and floor. Wipe down fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Sat: - CSC Booths- Clean interior and exterior of booth. Clean all glass (booths and station entrance). Mop floors. Clean and disinfect chairs in seating area. Wipe down all glast screens. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0369 Station North		2300 - 0700		2757
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	28 St	R W	A027	2300 - 0200
General Duties				
Major Duty	28 St	R W	A027	0200 - 0230
LUNCH	28 St	R W	A027	0230 - 0300
General Duties	23 St	R W	A030	0310 - 0500
Major Duty	23 St	R W	A030	0500 - 0530
General Duties	28 St	R W	A027	0540 - 0700
Report Off Duty	28 St	R W	A027	0700 -
disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Major Duty Cleaning-Sun: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Mon: Employee Toilets- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Tue: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and empty chemical bottles. Wipe down Fire Extinguishers and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies Wed: Supply Room @ 28th Street-Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Thu: Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empt	e			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date:			7/16/2023
Job#	Hours			RC#
NC0374 Station North	11	100 - 1900		2757
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Monday-Friday				
Report On Duty In Full Uniform RESTRICTED DUTY- NO CHEMICAL CONTACT	Times Sq-42 St	1 2 3	R151	1100 - 1200
*General Cleaning Duties- see below				
**General Cleaning Duties- see below	Times Sq-42 St	123	R151	1200 - 1300
***General Cleaning Duties- see below	Times Sq-42 St	123	R151	1300 - 1500
Lunch	Times Sq-42 St	123	R151	1500 - 1530
*General Cleaning Duties- see below	Times Sq-42 St	123	R151	1530 - 1630
**General Cleaning Duties- see below	Times Sq-42 St	123	R151	1630 - 1730
***General Cleaning Duties- see below	Times Sq-42 St	123	R151	1730 - 1900
Report Off Duty	Times Sq-42 St	1 2 3	R151	1900 -
*General Duties- 1/2/3 and Shuttle Sweep all stairs- platform, mezzanine, and street. Scrap all mezzanines, control areas, platforms, and passageways. Wipe down all AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Clean exterior of R147 and R151 booth windows- use water only. **General Duties- NORW				
Sweep all stairs- platform, mezzanine, and street. Scrap all mezzanines, control areas, platforms, and passageways. Wipe down all AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators.				
***General Duties- 7 and Port Authority Passageway Sweep all stairs- platform, mezzanine, and street. Scrap all mezzanines, control areas, platforms, and passageways- including entire passageway leading to Port Authority. Wipe down all AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators.				
RESTRICTED DUTY- NO CHEMICAL CONTACT				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date:			7/16/2023
Job#	Hours			RC#
NC0375 Station North	11	00 - 1900		2757
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform RESTRICTED DUTY- Elevator Cleaner	Times Sq-42 St	123	R151	1100 -
*Elevator Duties- see below	Times Sq-42 St	123	R151	1100 - 1300
*Elevator Duties- see below	Grand Central 42 St	456	R238	1310 - 1510
Lunch	Grand Central 42 St	456	R238	1510 - 1540
*Elevator Duties- see below	Times Sq-42 St	1 2 3	R151	1550 - 1720
*Elevator Duties- see below	Grand Central 42 St	456	R238	1730 - 1850
Report Off Duty.	Times Sq-42 St	123	R151	1900 -
*Elevator Duties				
42nd Street TSQ 1/2/3, N/Q/R/W, 7 Lines- EL229, 230, 232, 233, 619 Remove gum. Sweep, mop, disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels- street, mezzanine, and platforms. Clean interior and exterior glass on all elevators on station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.				
42nd Street GCT 4/5/6, S, 7 Lines EL204, 205, 206, 244 Remove gum. Sweep, mop, disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels- street, mezzanine, and platforms. Clean interior and exterior glass on all elevators on station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom				
RESTRICTED DUTY- Elevator Cleaner				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick Ef	fective Date:	7/16/2023
Job#	Но	RC#		
NC0376 Station North	110	0 - 1900		2762
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	42 St Bryant Park	B D F M	N503	1100 - 1200
*Station Cleaning Duties- see below				
**RTO Duties- see below	42 St Bryant Park	BDFM	N503	1200 - 1300
**RTO Duties- see below	Delancey St Essex St	J M Z	A061	1320 - 1420
Delancey St	Delancey St Essex	J M Z	A061	1420 - 1520
*Station Cleaning Duties- see below	St			
Lunch	Delancey St Essex St	J M Z	A061	1520 - 1550
**RTO Duties- see below	42 St Bryant Park	BDFM	N503	1610 - 1710
**RTO Duties- see below	Delancey St Essex St	J M Z	A061	1730 - 1840
Report Off Duty	42 St Bryant Park	B D F M	N503	1900 -
*Station Cleaning Duties- Facilities				
Employee Facility Room- Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX.				
Employee Toilets- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed.				
**RTO Duties- 34th Street Master Tower Dispatcher, Superintendent, Tower. Clean all rooms: crew room, lunch room, locker room, and women/men bathrooms. Wipe down all surfaces including Quench machines, refrigerator, microwave. Empty all trash cans, sweep, mop and disinfect floors. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. RTO MUST PROVIDE OWN CLEANING AND PAPER STOCK SUPPLIES.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick Ef	fective Date:	7/16/2023
Job#	Hours			RC#
NC0376A Station North	2300 - 0700			2762
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	42 St Bryant Park	B D F M	N503	2300 -
*General Duties- see below.	42 St Bryant Park	B D F M	N503	2300 - 0100
**Public Restroom Duties- see below Note- In restrooms are out of service, listed General Duties will be performed	42 St Bryant Park	B D F M	N503	0100 - 0200
*General Duties- see below.	5 Av	7	R501	0205 - 0330
Lunch	42 St Bryant Park	B D F M	N503	0330 - 0400
***Major Duties Cleaning- see below	42 St Bryant Park	B D F M	N503	0400 - 0500
*General Duties- see below	42 St Bryant Park	B D F M	N503	0500 - 0600
*General Duties- see below.	5 Av	7	R501	0605 - 0700
Report Off Duty.	42 St Bryant Park	B D F M	N503	0700 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including- privately owned SWs SB11A/B, MB20A/B. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
**Public Restroom Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed).				
**Major Duty Cleaning 0400-0500 Sun: ""7"" Island Platform Refuse Rm- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect.				
Mon: N/B ""F"" Refuse Rm- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxe Remove loose debris from refuse inserts and disinfect.	25.			
Tue: N503 Paid Mezzanine Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers.				
Wed: N503 Employee Facility Room- Wash Walls and Floors. Wipe down all surfaces including lockers, Quench machine refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX.	28,			
Thu: Fare Control Areas- Spot Mop/Deck all stains, spills, drag marks from floor areas in R500/R501 paid/unpaid control areas. Remove all graffiti and stickers- do not leave residue.				
Fri: S/B ""F"" Refuse Rm- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect.				
Sat: R501 Employee Toilet- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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Pick Effective Date: 7/16/2023
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Date: 6/2/2023

Job#		Hours			RC#	
NC0377	Station North	2300 - 0700			2751	
INSTRUCTIO	NS	STATION	LINE	воотн	HOURS	
	Monday-Friday					
Report On Duty In Full Uniform		District 1 - 125 St	456	Not Applicable	2300 - 0300	
125 St Field Office-District 1:Pick Up District Vehicle Keys And Supply Room Keys. Inspect Vehicle. Complete Truck Usage Weekly Record Log.Pick Up/Deliver Supplies Between Various Material Control Store Rooms And Supply Rooms Within District 1. Verify Store Room Supply And Deliveries From Material Control.						
Lunch		Various	Various	Various	0300 - 0330	
•	Supplies Between Various Material Control Store Rooms And Supply Rooms Within Dist 1. Verify Store d Deliveries From Material Control.	Various	Various	Various	0330 - 0630	
Return District Vehicle And All Keys. Complete Truck Usage Weekly Record Log.		District 1 - 125 St	456	Not Applicable	0645 - 0700	
Report Off Duty		District 1 - 125 St	456	Not Applicable	0700 -	

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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Pick Effective Date: 7/16/2023
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Date: 6/2/2023

Job#		Hours			RC#	
NC0378 S	Station North	2300 - 0700			2751	
INSTRUCTIONS		STATION	LINE	воотн	HOURS	
	Monday-Friday					
Report On Duty In Full Uniform		District 1 - 125 St	456	Not Applicable	2300 - 0300	
125 St Field Office-District 1:Pick Up District Vehicle Keys And Supply Room Keys. Inspect Vehicle. Complete Truck Usage Weekly Record Log.Pick Up/Deliver Supplies Between Various Material Control Store Rooms And Supply Rooms Within District 1. Verify Store Room Supply And Deliveries From Material Control.						
Lunch		Various	Various	Various	0300 - 0330	
	s Between Various Material Control Store Rooms And Supply Rooms Within District 1. Verify Deliveries From Material Control.	Various	Various	Various	0330 - 0630	
Return District Vehicle And All Keys. Complete Truck Usage Weekly Record Log.		District 1 - 125 St	456	Not Applicable	0645 - 0700	
Report Off Duty		District 1 - 125 St	456	Not Applicable	0700 -	

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date:			7/16/2023
Job#	Но	ours		RC#
NC0379 Station North	230	00 - 0700		2761
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Monday-Friday				
Report On Duty In Full Uniform.	42 St/Port Authority Bus Terminal	A C E	N062A	2300 - 0700
**Station Delivery Duties	District 2 - 44 St	Not Applicable	Not Applicable	2300 - 0300
Lunch	42 St/Port Authority Bus Terminal	A C E	N062A	0300 - 0330
**Station Delivery Duties	Various	Various	Various	0330 - 0630
Return Vehicle And Keys.	District 2 - 44 St	A C E	Not Applicable	0630 - 0700
Report Off Duty. **Station Delivery Duties Pick –up District 2 Vehicle and Keys. Pick-up supplies from respective Supply Rooms and Drop-Off to assigned Stations/Supply Rooms according to the CTA Delivery Supply Schedule, Restack and experies Supply Rooms	42 St/Port Authority Bus Terminal	A C E	N062A	0700 -
Stations/Supply Rooms according to the CTA Delivery Supply Schedule. Restock and organize Supply Rooms.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick Pick Effective Date:			7/16/2023	
Job#	На	RC#		
NC0380 Station North	230	00 - 0700		2761
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Monday-Friday				
Report On Duty In Full Uniform.	42 St/Port Authority Bus Terminal	A C E	N062A	2300 - 0700
**Station Delivery Duties	District 2 - 44 St	Not Applicable	Not Applicable	2300 - 0300
Lunch	Various	Various	Various	0300 - 0330
**Station Delivery Duties	Various	Various	Various	0330 - 0630
Return Vehicle And Keys.	District 2 - 44 St	A C E	Not Applicable	0630 - 0700
Report Off Duty. **Station Delivery Duties Pick –up District 2 Vehicle and Keys. Pick-up supplies from respective Supply Rooms and Drop-Off to assigned Stations/Supply Rooms according to the CTA Delivery Supply Schedule. Restock and organize Supply Rooms.	42 St/Port Authority Bus Terminal	A C E	N062A	0700 -

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick Pick Effective Date:		7/16/2023		
Job#	Но	RC#		
NC0381 Station North	230	0 - 0700		2756
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	Longwood Av	6	R410	2300 - 0045
*General Duties- see below				
**Major Duties- (0000-0100) see below Mon/Wed/Fri				
**Major Duty "Floors" see below	Longwood Av	6	R410	0045 - 0130
**General Duties- see below	E 143 St St Mary's St	6	R406	0140 - 0300
Lunch	E 143 St St Mary's St	6	R406	0300 - 0330
**Major Duty "Floors" see below	E 143 St St Mary's St	6	R406	0330 - 0430
**General Duties- see below	E 143 St St Mary's St	6	R406	0430 - 0530
**General Duties- see below	Longwood Av	6	R410	0540 - 0700
Report Off Duty	Longwood Av	6	R410	0700 -
Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings.				
General Duties-Nightly- Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas and platforms. Disinfect all urine areas. Empty, disinfect and clean all trash receptacles, including chrome tops, interior of trash receptacle base and remove stains on floor at base of all trash receptacles. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all stains, spills, and drag marks from platform and mezzanine floors. Deck brush and disinfect gutters, sanitary bases, stairway landings and all platform ends. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Sweep, clean, disinfect and restock employee restroom. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
*Major Duty Cleaning- General cleaning to take place on Sat/Sun/Tue/Thu Mon: Sweep and mop booth floors, wipe booth windows, ledges, the board and remove refuse. Wed: Clean and tidy the storage room(s). Remove all empty boxes. Fri: Clean and tidy scrubber room.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0382 Station North		2300 - 0700		2756
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Brook Av	6	R402	2300 - 0045
*General Duties- see below *Major Duties- see below	Brook Av	6	R402	0045 - 0230
(List major duty to be performed from major duty list)	BIOOK AV	0	K402	0045 - 0250
Lunch	Brook Av	6	R402	0230 - 0300
*Major Duty Floors-Nightly	Cypress Av	6	R404	0310 - 0430
*Major Duty Floors-Nightly	Cypress Av	6	R404	0430 - 0530
*Major Duty Floors-Nightly	Brook Av	6	R402	0540 - 0700
Report Off Duty.	Brook Av	6	R402	0700 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street, including stairways). Clean/Scrap 3ft around all street stairways including [list areas outside station confines]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all widows and station signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Remove stains drag marks, spills, acruff-marks from platform & mezzanine floor, including stairway landings. *Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Clean and disinfect refuse rooms/refuse housings. Disinfect all urine areas, correct all sanitary conditions, deedorize entire station. Disinfect all urine areas. Sanitize all touch points. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Re-inspect entire station to address cleanliness conditions towards the end of the tour and/or before going off-duty.				
 ***Major Duties- Daily: Booths: Clean & mop booth floor, dust off all ledges. Clean booth glass interior/exterior with water. Scrubber Rooms- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Refuse Housings- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Platform/Stairway/Mezzanine: remove stains, footprints, scruff-marks, stickers and graffiti from walls. Bucket wash end platforms. "Deodorize entire station at the beginning and end of each tour" Spot clean ADA Tactile as needed Deck brush & disinfect all gutters/sanitary bases/platform ends as needed throughout the station Wipe down all digital panels, HPI Units, CAI, HEETS and MVM/MEM & Remove Dust. Clean all AFC equipment including turnstile heads and validators throughout the station 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick Effective Date:			
Job#		Hours			
NC0382A Station North		2300 - 0700		2756	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform.	3 Av 138 St	6	R401	2300 - 0100	
*General Duties- see below					
*Major Duties- see below *Major Duties- see below	3 Av 138 St	6	R401	0100 - 0230	
Lunch	3 Av 138 St	6	R401	0230 - 0300	
*Major Duties- see below	3 Av 138 St	6	R401	0300 - 0400	
RTO Facility/Tower	3 Av 138 St	6	R401	0400 - 0500	
Clean, sweep, mop and disinfect.	3 Av 138 St	6	R401	0500 - 0700	
*Major Duty Floors-Nightly Report Off Duty.	3 Av 138 St 3 Av 138 St	6	R401	0700 -	
*General Duties - Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platforms, mezzanine A&B, including Street stairways). Clean/Scrap 3ft around all street stairways including [list areas outside station confines]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all widows and station signs. Wipe down sandboxes. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employce restrooms. Remove stains drag marks, spills, scuff-marks from platform & mezzanine floor, including stairway landings. *Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Clean and disinfect refuse rooms/refuse housings. Disinfect all urine areas, correct all sanitary conditions, deodorize entire station. Disinfect all urine areas. Sanitize all touch points. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Re-inspect entire station to address cleanliness conditions towards the end of the tour and/or before going off-duty. *** Major Duties- Nightly: Booths: Clean & mop booth floor, dust off all ledges. Clean booth glass interior/exterior with water. Scrubber Rooms- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose de					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023	
Job#	I	Hours		RCŧ	
NC0383 Station North		2300 - 0700		2756	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform	Morrison Av	6	R415	2300 - 0045	
*General Duties- see below	Soundview				
***Major Duties- (0000-0045) see below Sat/Mon/Wed/Fri					
**Major Duty "Floors" see below	Morrison Av Soundview	6	R415	0045 - 0130	
**General Duties- see below	Elder Av	6	R414	0140 - 0300	
***Major Duties- (0215-0300) see below Sat/Mon/Wed/Fri					
Lunch	Elder Av	6	R414	0300 - 0330	
**Major Duty "Floors" see below	Elder Av	6	R414	0330 - 0430	
**General Duties- see below	Elder Av	6	R414	0430 - 0530	
**General Duties- see below	Morrison Av Soundview	6	R415	0540 - 0700	
Report off duty	Morrison Av Soundview	6	R415	0700 -	
Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mor all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. General Duties-Nightly- Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas and platforms. Disinfect all urine areas. Empty, disinfect and clean all trash receptacles, including chrome tops, interior of trash receptacle base and remove stains on floor at base of all trash receptacles. Remove all pigeon droppings from all railings, stairways, handrails, platform, and outside areas (3 ft.) Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all stains, spills, and drag marks from platform and mezzanine floors. Deck brush and disinfect gutters, sanitary bases, stairway landings and all platform ends. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Sweep, clean, disinfect and restock employee restroom. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Cleaning- General cleaning to take place on Sun/Tue/Thu Sat: Sweep and mop booth floors, wipe booth windows, ledges, the board and remove refuse. Mon: Clean and tidy the storage room(s). Remove all empty boxes.					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick Pick Effective Date: 7/16/2023 Job# Hours RC# NC0383A 2300 - 0700 **Station North** 2756 **INSTRUCTIONS STATION** LINE BOOTH HOURS Sunday-Saturday 110 St R254 2300 - 0145 Report On Duty In Full Uniform. 6 NOTE: In the absence of covergare for Non-HDC job, perform all listed duties, including General Duties at both stations. 2300 - 0145 110 St R254 *Scrubber Machine Duties - see below 6 96 St R251 0155 - 0300 6 Lunch 0300 - 0330 96 St 6 R251 *Scrubber Machine Duties - see below 68 St Hunter R246 0345 - 0515 6 General Duties- see below College R254 110 St 0525 - 0700 Major Duties- see below 6 0700 -Report off duty. 110 St R254 6 *Scrubber Machine Duties -Nightly: Complete pre-checklist. Prep work area: Scrap, Sweep, Dust mop and remove gum from floors. Prepare scrubber machine and machine clean all platforms, including mezzanines. Wet mop all areas inaccessible to the scrubber machine including stairway landings Leading to Upper Platform/Mezzanine/Street. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. NOTE: * In lieu machines are out of service mop all platforms and perform all listed Duties. **General Duties-If Scrubber Machines are out of service: Dust mop and remove gum from floors. Sweep and scrap platforms and mezzanine. Sweep and scrap stairways (SB Platform stairways leading to Upper platform). Mop entire platform and mezzanine floors. Mop all stairway landings leading to upper mezzanine and street level. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean and polish interior/exterior elevator cabs & surfaces/panels. Remove scruff marks/stains/footprints from tile walls. Perform all listed General duties and additional tasks. Major Duties - Nightly: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Refuse Room/Housings: Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Platforms/Mezzanines: Remove all unsanitary conditions, remove stains, drag marks, spills & scruff-marks on floors & tile walls. Clean all AFC equipment including turnstile heads and validators throughout the station Re-Inspect entire station to address cleanliness conditions towards the end of the tour & or before going off-duty.

Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date:			7/16/2023
Job#	н	ours		RC#
NC0384 Station North	1	000 - 1800		275
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform RESTRICTED DUTY- Public Restroom/ Elevator/ RTO Tower Cleaner. Must be Track Safety Qualified	168 St	A C	N013	1000 - 1100
*Public Toilet Duties- see below Note- If toilets are out of service, General Duties listed will be performed:				
**Elevator Duties - see below Note- If Elevators out of	168 St	A C	N013	1100 - 1130
service, General Duties listed will be performed: **RTO Tower Duties- see below	168 St	A C	N013	1130 - 1230
Public Toilet Duties	Inwood 207 St	A	N002A	1245 - 1315
Lunch	Inwood 207 St	A	N002A	1315 - 1345
**Public Toilet Duties- see below	168 St	A C	N013	1400 - 1500
*Elevator Duties- see below	168 St	A C	N013	1500 - 1530
**Public Toilet Duties- see below	Inwood 207 St	A	N002A	1545 - 1645
**Public Toilet Duties- see below	168 St	A C	N013	1700 - 1800
Report Off Duty	168 St	A C	N013	1800 -
 *Public Toilet Duties *Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed. Allow bathroom to dry 10 minutes before reopening **General Duties Sweep all stairs- platform, mezzanine, and street. Scrap all mezzanines, control areas, platforms, and passageways. Wipe down all AFC equipment (MVMs, Turnstiles, HEET/HXT) in control areas including OMNY validators. Remove graffiti, stickers and sticker/glue residue. Clean exterior of booth windows- use water only *RTO Duties Clean all offices: Dispatcher, Superintendent, Tower. Clean all rooms: crew room, lunch room, locker room, and women/men bathrooms. Wipe down all surfaces including Quench machines, empty all trash cans, sweep, mop and disinfect floors. Replenish paper stock and soap in restrooms as needed. RTO MUST PROVIDE OWN CLEANING AND PAPER STOCK SUPPLIES ***Elevator Duties- EL218, EL219, 220 Remove gum. Sweep, mop, disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels- street, mezzanine and platforms. Clean interior and exterior glass on all elevators on station. Remove graffiti, stickers and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom. RESTRICTED DUTY- Public Restroom/ Elevator/ RTO Tower Cleaner. Must be Track Safety Qualified 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick Effective Date		
Job#		Hours		RC#
NC0385 Station North		2300 - 0700		2755
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform. *General Duties- see below	Jackson Av	2 5	R312	2300 - 2335
*Major Duty Floors - Nightly - see below	Jackson Av	2 5	R312	2335 - 0020
*Major Duty Cleaning - see below	Jackson Av	2 5	R312	0020 - 0120
*Major Duty Cleaning - see below	116 St	2 3	R302	0130 - 0230
Lunch	116 St	2 3	R302	0230 - 0300
*General Duties- see below	116 St	23	R302	0300 - 0445
*Major Duty Floors - Nightly - see below	116 St	23	R302	0445 - 0530
*General Duties- see below	Jackson Av	2 5	R312	0540 - 0700
Report Off Duty.	Jackson Av	2 5	R312	0700 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, and platforms. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platforms, mezzanines, passageways, and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty. *Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. *Major Duty Cleaning- Sun: Refuse Room/Refuse Housing- Refuse Room: Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Refuse Housing: Wipe down exterior panel. Remove loose debris from housing floor. Bucket wash and disinfect housing. Mon: Fiberglass Panels/Concrete/Tile Walls: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023	
Job#			Hours		RC#
NC0386	Station North		1500 - 2300		2755
INSTRUCTIONS	6	STATION	LINE	воотн	HOURS
	Sunday-Saturday				
Report On Duty In	Full Uniform.	Prospect Av	2 5	R314	1500 -
*General Duties- se	e below	Prospect Av	2 5	R314	1500 - 1630
*Major Duty Cleani	ng	Prospect Av	2 5	R314	1630 - 1730
*General Duties- se	e below	Intervale Av	2 5	R316	1740 - 1940
Lunch		Intervale Av	2 5	R316	1940 - 2010
*Major Duty Cleani	ng	Intervale Av	2 5	R316	2010 - 2110
*General Duties- se	e below	Prospect Av	2 5	R314	2120 - 2300
Report Off Duty.		Prospect Av	2 5	R314	2300 -
around all street stat Clean and polish Al down all digital ad clean chrome tops o exterior booth panel Remove all pigeon o Clean all ledges and	Insanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft irways. Scrap all mezzanines, control areas, and platforms. Wipe down & disinfect all stairway handrails. FC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean is and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. droppings from all railings, stairways, platforms, passageways, mezzanines, and outside areas (3 ft.). I benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and . Deodorize the entire station upon arriving and departing at each station you are assigned to clean duty.				
stickers. Mon: Q-Panels/Fiber Q-Panels/Fiberglass Tue: Wipe down all Wed: Deck brush & Thu: Q-Panels/Fiber Q-Panels/Fiberglass Fri: Clean all windo	ing- cket wash all street stairways. Clean handrails and adjacent tile wall/fiberglass panels. Remove all erglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Panels/Wind Breakers/Concrete/Tile Wall on Manhattan bound platform. digital panels, HPI Units, CAI, HEETS and MVM/MEM. disinfect all gutters/sanitary bases/platform ends as needed throughout the station rglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Panels/Wind Breakers/Concrete/Tile Wall on Manhattan bound platform. wws, station sign, and benches. ket wash all platform stairways. Clean handrails and adjacent tile wall/fiberglass panels. Remove all				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC	023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#			RC#		
NC0387	Station North		1500 - 2300		2755
INSTRUCTION	NS	STATION	LINE	воотн	HOURS
	Sunday-Saturday				
Report On Duty I *General Duties-		145 St	3	R308	1500 - 1700
*General Duties-	see below	116 St	2 3	R302	1710 - 1930
Lunch		116 St	2 3	R302	1930 - 2000
*General Duties-	see below	116 St	2 3	R302	2000 - 2100
*General Duties-	see below	145 St	3	R308	2110 - 2300
*Major Duty Clea	ning - see below	145 St	3	R308	2200 - 2300
around all street s Clean and polish . down all digital ac clean chrome tops exterior booth par Clean all ledges a	unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft tairways. Scrap all mezzanines, control areas, and platforms. Wipe down & disinfect all stairway handrails. AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe d panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and s on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean hels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. In benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and ns. Deodorize the entire station upon arriving and departing at each station you are assigned to clean		3	R308	2300 -
panels. Remove a Mon: Bucket was Tue: Wipe down a Wed: Deck brush Thu: Bucket wash Fri: Clean all win	ucket wash street stairways on Manhattan bound side. Clean handrails and adjacent tile wall/fiberglass				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick E	Effective Date	e: 7/16/2023
Job#	Но	RC#		
NC0388 Station North	230	0 - 0700		2755
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report on Duty in Full Uniform	West Farms Sq E Tremont Av	2 5	R323	2300 -
	West Farms Sq E Tremont Av	2 5	R323	2300 - 2345
	West Farms Sq E Tremont Av	2 5	R323	2345 - 0030
*General Duties- see below	Bronx Park East	2 5	R326	0040 - 0145
*Major Duty Floors - Nightly - see below	Bronx Park East	2 5	R326	0145 - 0230
*Major Duty Cleaning - see below	Bronx Park East	2 5	R326	0230 - 0330
Lunch	Bronx Park East	2 5	R326	0330 - 0400
*Major Duty Cleaning - see below	West Farms Sq E Tremont Av	2 5	R323	0410 - 0510
	West Farms Sq E Tremont Av	2 5	R323	0510 - 0555
	West Farms Sq E Tremont Av	2 5	R323	0555 - 0700
Report off duty	West Farms Sq E Tremont Av	2 5	R323	0700 -
around all street stairways. Scrap all mezzanines, control areas, and platforms. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platforms, mezzanines, passageways, and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty. *Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize all touch points. Clean and blainfect refuse rooms/refuse housings. *Escalator Duties- Contact Elevator and Escalator Unit prior to cleaning, shutdown and restart, (212) 424.4497 Shutdow and clean Es 106. Remove gum and damp mop upper and lower landings. Clean and polish exterior and interior of Escalator panels. Clean adjacent tile walls. Remove all accessible graffiti, stickers, and sticker/glue residue from handrails and overhead Annunciators. *Major Duty Cleaning- Sun: Refuse Room/Refuse Housing- Refuse Room: Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris fr				
*Note - In lieu of Escalator out of service, listed General Duties will be performed				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick E	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0389 Station North		0700 - 1500		2755
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	Jackson Av	2 5	R312	0700 -
*General Duties- see below	Jackson Av	2 5	R312	0700 - 0830
**Major Duty Cleaning	Jackson Av	2 5	R312	0830 - 0930
General Duties- see below	Prospect Av	2 5	R314	0940 - 1100
Lunch	Prospect Av	2 5	R314	1100 - 1130
*Major Duty Cleaning	Prospect Av	2 5	R314	1130 - 1230
*General Duties- see below	Prospect Av	2 5	R314	1230 - 1330
*General Duties- see below	Jackson Av	2 5	R312	1340 - 1500
Report off Duty	Jackson Av	2 5	R312	1500 -
Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels, HPI Units, FDNY Standpipe Outlets. Clean all windows and station signs. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platforms, passageways, mezzanines, and outside areas (3 ft.). Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty.				
 *Major Duty Cleaning- Sun: Booth- Clean booth (R312 and R314) interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. Mon: Employee Toilets- Clean toilet: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Tue: Employee Facility Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator, microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguishers. Wed: Supply Rooms / CTA Slop Sink Room- Tidy and organize supply rooms and CTA slop sink room. Remove empty boxes. Wipe down Fire Extinguishers. Thu: Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Walls: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Walls on 241 Street bound platform. Fri: Fiberglass Panels/Concrete/Tile Walls: Remove stains and scuff marks from Fiberglass Panels/Concrete/Tile Walls in mezzanine. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick B	Effective Date	e: 7/16/2023
Job#		Hours		RC#
NC0390 Station North		1500 - 2300		2764
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday	STATION	LINE	boom	HOURS
Report On Duty In Full Uniform.	14 St	F M	N512	1500 -
*General Duties- see below.	14 St	F M	N512	1500 - 1800
Perform at: S/B Street/Mezzanine/Platform S/W's, N511/N512 Control Areas, S/B Passageway.			11012	1000 1000
*General Duties- see below. Perform at ""L"" line BMT Passageway leading to 1/2/3 Lines.	14 St	F M	N512	1800 - 1900
Lunch	14 St	F M	N512	1900 - 1930
**Major Cleaning "Floors" -see below.	14 St	F M	N512	1930 - 2030
***Major Duty Cleaning- see below.	14 St	F M	N512	2030 - 2100
*General Duties- see below.	14 St	F M	N512	2100 - 2200
Perform at: S/B Street/Mezzanine/Platform S/W's, N511/N512 Control Areas, S/B Passageway.				
*General Duties- see below. Perform at ""L"" line BMT Passageway leading to 1/2/3 Lines.	14 St	FΜ	N512	2200 - 2300
Report off Duty	14 St	F M	N512	2300 -
*General Duties Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Booth- Clean booth N512 interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. **Major Cleaning Duties ""Floors""- ""F"" Line S/B Platform/Mezzanines/Passageway Spot Mop/Deck all stains, spills, drag marks from floor areas. Remove all graffiti and stickers- do not leave residue. ***Major Duty Cleaning Sun: Employee Facility Room in N511 mezzanine- Wash Walls and Floors. Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Employee Facility Room- Wash Walls and Floors. Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX. Mon: N512 Unpaid Mezz/Street Stairways/Control Areas- Clean/Wash S/Ws, Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls. Spot Mop/Deck all stains, spills, drag marks from floor areas. Remove all graffiti and stickers- do not leave residue.				
Tue: Passageway leading to Path- Spot Mop/Deck all stains, spills, drag marks from floor areas. Remove all graffiti and stickers- do not leave residue.				
Wed: S/B Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect.				
Thu: N511 Unpaid Mezz/Street Stairways- Clean/Wash S/Ws, Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls. Spot Mop/Deck all stains, spills, drag marks from floor areas. Remove all graffiti and stickers- do not leave residue.				
Fri: S/B CTA Slop Sink/Pipe Chase Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies.				
Sat: Clean and disinfect employee toilet in N511 mezzanine: Wash Walls and Floors. Wipe down all surfaces- walls, modesty panels, vanity mirrors, elect Clean and disinfect employee toilet in N511 mezzanine: Wash Walls and Floors. Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed"				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0390A Station North		1500 - 2300		2764
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	14 St	F M	N512	1500 - 1700
General Duties- see below. Perform at:				
N/B Street/Mezzanine/Platform S/W's, N510/N513 Control Areas, N/B Passageway. General Duties- see below. Perform at ""L"" line/H003 Control Area.	14 St	F M	N512	1700 - 1900
Lunch	14 St	F M	N512	1900 - 1930
	14 St	F M	N512	1930 - 2030
Major Cleaning "Floors" -see below.	14 St	F M	N512	2030 - 2100
Major Duty Cleaning- see below. General Duties- see below. Perform at:				
N/B Street/Mezzanine/Platform S/W's, N510/N513 Control Areas, N/B Passageway.	14 St	F M	N512	2100 - 2200
General Duties- see below. Perform at ""L"" line/H003 Control Area	14 St	F M	N512	2200 - 2300
Report off Duty	14 St	F M	N512	2300 -
"*General Duties				
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft				
around all street stairways including. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe				
down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control				
areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and				
booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and bench				
Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Deodorize the entire station upon arriving and				
departing each station you are assigned to clean during your tour of duty."				
departing each station you are assigned to crean during your tour of daily.				
"**Major Cleaning Duties Floors""- ""F"" Line N/B Platform/Mezzanines/Passageway				
Spot Mop/Deck all stains, spills, drag marks from floor areas. Remove all graffiti and stickers- do not leave residue."				
Major Duty Cleaning				
2030-2100				
Sun: N510 Unpaid Mezz/Street Stairways/Mezzanine- Clean/Wash S/Ws, Remove All Stickers and Graffiti from Adjacent				
Surfaces- Tile Walls. Spot Mop/Deck all stains, spills, drag marks from floor areas. Remove all graffiti and stickers- do n	ot			
leave residue.	1			
Mon: N513 Unpaid/Paid Mezzanine- Spot Mop/Deck all stains, spills, drag marks from floor areas. Remove all graffiti an	d			
stickers- do not leave residue.				
Tue: H003 Paid/Unpaid Mezz/Street Stairways S6, M7, M3A/B, M5A/B- Clean/Wash S/Ws, Remove All Stickers and				
Graffiti from Adjacent Surfaces- Tile Walls Wed: N/B CTA Slop Sink/Pipe Chase Room- Deck wash walls and floor. Clean and organize the room. Discard all debris	,			
and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies.	,			
Thu: N/B Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes.				
Remove loose debris from refuse inserts and disinfect.				
Fri: Clean and disinfect employee toilet in H003 mezzanine: Wash Walls and Floors. Wipe down all surfaces- walls,				
modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean				
commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and				
disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed.				
Sat: H003 Paid/Unpaid Mezz/Street Stairways S1, S3, M6A/B, M8A/B- Clean/Wash S/Ws, Remove All Stickers and Graf	fiti			
from Adjacent Surfaces- Tile Walls.	1			1

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick F	Effective Date	e: 7/16/2023
Job#		Hours		RC#
NC0391 Station North		0700 - 1500		2764
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday			Doorn	noons
Report On Duty In Full Uniform.	23 St	F M	N509	0700 -
*General Duties- see below	23 St	F M	N509	0700 - 1100
Sun: 1030-1100 Major Duty Booth				
Lunch	23 St	F M	N509	1100 - 1130
** Major Cleaning- see below, N/B Platform	23 St	F M	N509	1130 - 1230
** Major Cleaning "Floors"- see below, S/B Platform	23 St	F M	N509	1230 - 1330
***Major Duty Cleaning-see below	23 St	F M	N509	1330 - 1430
*General Duties- see below	23 St	F M	N509	1430 - 1500
Report off Duty.	23 St	F M	N509	1500 -
 *General Duties Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all steiret stairway including. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty both trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches. Remove gaffiti, stickers, and sticker/glue residue. Sanificet gutters and sanitary bases. Clean all ledges and benches. Remove gaffiti, stickers, and sticker/glue residue. Sanificet gutters and sanitary bases. Clean all ledges and benches. N/S/B Platforms- Spot Mop/Deck all stains, spills, drag marks from floor areas. Remove all graffiti and stickers- do not leave residue. ***Major Duty Cleaning 1030-1100 Sun: Clean booth service booth N519 interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. 1330-1430 Sun: S/B Canister Housing- Wipe down exterior panel. Remove loose debris from housing floor. Bucket wash and disinfect housing. Tue: Fare Control Areas/Stairways- Spot Mop/Deck all stains, spills, drag marks from floor areas in N509 unpaid control areas. Remove all graffiti and stickers- do not leave residue. Clean/Wash S/Ws, Remove All Stickers and Graffiti from Adjacent Surfaces. Tile Walls Wed: AFC Equipment- N508 Mezzanine Control Area. Clean and Polish all Turnstiles, MVMs, MEMs, HEETs, HXTs and wipe down OMNY Validators. The: AFC Equipment- N509 Mezzanine Control Area. Clean and Polish all Turnstiles, MVMs, MEMs, HEETs, HXTs and wipe do				
Sat: N509 Employee Toilet and Alcove- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick Effective Date:			
Clean/Scrap 3ft around all street stairways including N525. Scrap all mezzanines, control areas, platforms, underpass, a passageways including N525. Wipe down & disinfect all stairway handrails in A061 and N525. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad ps Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor area Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches. Remove graffit, ixickers, and sticker/glue residue. Sanitize all touch points. Clean during your tour of duty. **Station Cleaning Duties Employee Toilets- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric h dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove graffit, aid stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (to tissue, paper towels, toilet seat covers) and soap as needed. Employee Facility/Locker Room- Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dry (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all and stickers including residue. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove and stickers including residue. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove and stickers including residue. Clean sinks and faucets. Clean and more site, toilet seat covers and soap as needed. ***Najor Cleaning N/S/B Platforms- Spot Mop/Deck all stains, spills, drag marks from floor areas. Remove all graffit and stickers- do not leave residue. ***Major Cleaning N/S/B Platforms- Spot Mop/Deck all stains, spills, drag marks from floor areas. Remove all graffit and stickers- do not leave residue	Hours				
Joh# NC0392 Station North INSTRUCTIONS Sunday-Saturday Report on Duty in Full Uniform "Central Dutics/Major Cleaning of booth- see below Open public restrooms on "I"" line at Zam. "Simitor Cleaning Dutics - Consolidated Faculities Stations EFR & Formale Lecker Room and Toilet "Simitor Cleaning Dutics - Consolidated Faculities Stations EFR & Formale Lecker Room and Toilet "Public Restroom Dutics- see below Note- If restrooms are out of service, listed General Duties will be performed Lunch ****Major Duties - see below "General Duties - Moli and NS25 Paid/Uppaid Control Area/Stairways Import shaft on runsanitary conditions and correct. Sweep all stains (platform, mezzanine, and street)- including NS25 View down & disinical all areast including NS25 View down all englical all areast including NS25 View down all discital all areast including NS25 View down all aurices including residue. Sinifect the prove boots including NS25 View down all aurices including residue. Sinifect the prove boots including residue. Empty that necestance. Senoney and sinifect thall urice areast, disinfect the pro	060	0 - 1400		2764	
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS	
Sunday-Saturday					
Report on Duty in Full Uniform	Delancey St Essex St	J M Z	A061	0600 -	
Open public restrooms on ""F"" line at 7am.	Delancey St Essex St	J M Z	A061	0600 - 0830	
**Station Cleaning Duties- Consolidated Facilities	Delancey St Essex St	F	N525	0830 - 0930	
	Delancey St Essex St	F	N525	0930 - 1000	
Lunch	Delancey St Essex St	F	N525	1000 - 1030	
*****Major Duties Cleaning- see below	Delancey St Essex St	J M Z	A061	1030 - 1200	
*Public Restroom Duties- see below	Delancey St Essex St	J M Z	A061	1200 - 1300	
*General Duties- see below	Delancey St Essex St	J M Z	A061	1300 - 1400	
Report off duty	Delancey St Essex St	J M Z	A061	1400 -	
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street)- including N525. Clean/Serap 3f around all street stairways including N525. Scrap all mezzanines, control areas, platforms, underpass, and passageways including N525. Wipe down & disinfect all stairways handrails in A061 and N525. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all tootch points. Clean EFR and employce restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Station Cleaning Duties Employce Toilets- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet issue, paper towels, toilet seat covers) and soap as needed. Employe Facility/Locker Room- Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed). ***Major Cleaning N/S/B Platforms- Spot Mop/Deck all stains, spills, drag marks from floor areas. Remove all graffiti and stickers- do not teave residue. *					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date:			7/16/2023
Job#	Но	urs		RC#
NC0393 Station North	140	0 - 2200		2764
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report on Duty in full Uniform	Delancey St Essex St	J M Z	A061	1400 -
*General Duties- see below.	Delancey St Essex St	J M Z	A061	1400 - 1700
**Major Cleaning- see below	Delancey St Essex St	J M Z	A061	1700 - 1800
Lunch	Delancey St Essex St	F	N525	1800 - 1830
**Major Cleaning- see below	Delancey St Essex St	J M Z	A061	1830 - 1930
**Major Cleaning- see below	Delancey St Essex St	J M Z	A061	1930 - 2030
***Station Cleaning Duties- see below	Delancey St Essex St	F	N525	2030 - 2130
*General Duties- see below	Delancey St Essex St	J M Z	A061	2130 - 2200
Report off duty	Delancey St Essex St	J M Z	A061	2200 -
*General Duties Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
**Major Cleaning 1700-1800 AFC Equipment- Clean and Polish all Turnstiles, MVMs, MEMs, HEETs, HXTs and wipe down OMNY Validators in A061 and N25 control areas.				
**Major Cleaning 1830-1930 Graffiti/Sticker Removal- Remove graffiti and stickers from non-painted surfaces on entire station (Essex Street)- do not leave residue.				
**Major Cleaning 1930-2030 N/S/B Platforms/N525, N526 Fare Control Areas- Spot Mop/Deck all stains, spills, dragmarks from floor areas. Remove all graffiti and stickers- do not leave residue.				
**Station Cleaning Duties- N525 Consolidated Facilities Employee Toilets- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick E	ffective Date:	7/16/2023
Job#	Но	urs		RC#
NC0393A Station North	230	0 - 0700		2764
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report on Duty in Full Uniform	Delancey St Essex St	F	N525	2300 -
*General Duties- see below.	Delancey St Essex St	F	N525	2300 - 0100
**Escalator Duties- see below	Delancey St Essex St	F	N525	0100 - 0230
*General Duties- see below.	Delancey St Essex St	J M Z	A061	0230 - 0400
Lunch	Delancey St Essex St	F	N525	0400 - 0430
**Major Duty Cleaning- see below	Delancey St Essex St	F	N525	0430 - 0530
*General Duties- see below.	Delancey St Essex St	F	N525	0530 - 0630
*General Duties- see below.	Delancey St Essex St	J M Z	A061	0630 - 0700
Report Off Duty.	Delancey St Essex St	F	N525	0700 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Escalator Duties- Contact Elevator and Escalator Unit prior to cleaning, shutdown, and restart, (212) 424-4497 Shutdown and clean escalators indicated above. Remove gum and mop upper and lower landings. Clean and polish exterior and interior of Escalator panels. Clean adjacent tile walls. Remove graffiti, stickers, and sticker/glue residue. **Major Duty Cleaning Sun: N/B ""F"" Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Mon: S/B ""F"" Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Tue: S/B ""J"" Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Wed: N525 Stations Employee Facility Room- Wash Walls and Floors. Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floo				
Fri: N/B ""F"" Platform ADA Tactile- Spot Cleans all stains, spills on tactile.				
Sat: S/B ""F"" Platform ADA Tactile- Spot Cleans all stains, spills on tactile.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick I	Effective Date	: 7/16/2023
Job#		Hours		RC#
NC0394 Station North		0700 - 1500		2764
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report on Duty in full Uniform	Bleecker St	6	R217A	0700 -
"*General Duties/Major Duty Booth- see below	Bleecker St	6	R217A	0700 - 1000
Sun: 0930-1000 Major Duty Booth				
**Elevator Duties- see below	Bleecker St	6	R217A	1000 - 1030
Lunch	Bleecker St	6	R217A	1030 - 1100
***Major Cleaning- see below	Bleecker St	6	R217A	1100 - 1230
****Major Duty Cleaning- see below	Bleecker St	6	R217A	1230 - 1330
*General Duties- see below	Bleecker St	6	R217A	1330 - 1500
Report off duty	Bleecker St	6	R217A	1500 -
*General Duties Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
Elevator Duties Clean and Polish [ELE#'s] Remove gum. Sweep, mop and disinfect elevator floors. Wipe down interior and exterior panel/ledges on all levels (street, mezzanine and platforms). Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker/glue residue. Remove debris from elevator doors sills. Clean and wipe down the safety edge with a dry rag from top to bottom.				
**Major Cleaning N/S/B Platforms/R217, R217A, R218 Fare Control Areas- Spot Mop/Deck all stains, spills, drag marks from floor areas. Remove all graffiti and stickers- do not leave residue.				
 ***Major Duty Cleaning Sun 0930-1000 Clean booth R217A interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. 				
1230-1330 Sun: N/B Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect.				
Mon: S/B Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect.				
Tue: Employee Toilet- Clean Men and or Women's: Wash Walls and Floors. Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed.				
Wed: Employee Facility Room- Wash Walls and Floors. Wipe down all surfaces including lockers, Quench machines, refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX.				
Thu: S/B Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies.				
Fri: N/B Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies.				
Sat: Middle Mezzanine Scrubber Room located next to SWs ML1A/B- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0395 Station North		1500 - 2300		276
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report on Duty in Full Uniform	Bleecker St	6	R217A	1500 -
*General Duties- see below	Bleecker St	6	R217A	1500 - 1800
**Elevator Duties- see below	Bleecker St	6	R217A	1800 - 1830
Lunch	Bleecker St	6	R217A	1830 - 1900
***Major Cleaning- see below	Bleecker St	6	R217A	1900 - 2030
****Major Duty Cleaning- see below	Bleecker St	6	R217A	2030 - 2130
*General Duties- see below	Bleecker St	6	R217A	2130 - 2300
Report off duty	Bleecker St	6	R217A	2300 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/ around all street stairways including. Scrap all mezzanines, control areas, platforms, underpass, and passagewa down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) is areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops or receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth p booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledge: Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restroor the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Elevator Duties: Clean and Polish ELE 331 Remove gum. Sweep, mop and disinfect elevator floors. Wipe down interior and e panel/ledges on all levels (street, mezzanine and platforms). Clean interior and exterior glass on all elevators i Remove graffiti, stickers and sticker/glue residue. Remove debris from elevator doors sills. Clean and wipe do edge with a dry rag from top to bottom. "***Major Cleaning N/S/B Platforms/R217, R217A, R218 Fare Control Areas- Spot Mop/Deck all stains, spills, drag marks from f Remove all graffiti and stickers- do not leave residue.	ays. Wipe in control in all trash banels and is and benches. ins. Deodorize exterior in the station. own the safety			
***Major Duty Cleaning Sun: Employee Toilet- Clean Men and or Women's: Wash Walls and Floors. Wipe down all surfaces- walls, n panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Mon: Employee Facility Room- Wash Walls and Floors. Wipe down all surfaces including lockers, Quench m	n commodes disinfect the			
refrigerator, microwave. Empty trash can, sweep, mop and disinfect floors. Wipe down top of FX. Tue: Middle Mezzanine Scrubber Room located next to SWs ML1A/B- Deck wash walls and floor. Clean and room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies.	l organize the			
Wed: N/B Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and en Remove loose debris from refuse inserts and disinfect.	npty boxes.			
Thu: S/B Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and emp Remove loose debris from refuse inserts and disinfect.	pty boxes.			
Fri: N/B Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empottles. Wipe down Fire Extinguishers. Restock supplies.	pty chemical			
Sat: S/B Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and em pottles. Wipe down Fire Extinguishers. Restock supplies.	pty chemical			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date:			7/16/2023
Job#	Но	ours		RC#
NC0396 Station North	220	2762		
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report on Duty in Full Uniform *Note - If escalators are out of service, listed General Duties will be performed*	Grand Central 42 St	456	R238	2200 -
*Elevator Duties (ELE 204, ELE 205, ELE206, ELE244, ELE296) - see below	Grand Central 42 St	456	R238	2200 - 2330
*Escalator Duties (ESC #207) - see below	Grand Central 42 St	456	R238	2330 - 0030
Lunch	Grand Central 42 St	456	R238	0030 - 0100
*Escalator Duties (ESC #208) - see below	59 St	456	R244	0115 - 0205
*Escalator Duties (ESC #209) - see below	59 St	456	R244	0205 - 0255
*Escalator Duties (ESC #210) - see below	59 St	456	R244	0255 - 0345
*Escalator Duties (ESC #255) - see below	59 St	456	R244	0345 - 0435
*Major Duty	59 St	456	R244	0435 - 0500
*Perform General Duties *	Grand Central 42 St	456	R238	0510 - 0600
Report off Duty **Escalator Duties- Contact Elevator and Escalator Unit prior to cleaning, shutdown and restart, (212) 424-4497 Shutdown and clean [Escalator]. Remove gum and damp mop upper and lower landings. Clean and polish exterior and interior of Escalator panels. Clean adjacent tile walls Remove graffiti, stickers, and sticker/glue residue. Sweep and mop escalator plate landings. ***Elevator Duties- EL204, EL205, EL206, EL244, and EL296 Clean and Polish [ELE#'s] Remove gum. Sweep, mop and disinfect elevator floors. Wipe down interior and exterior panel/ledges on all levels (street, mezzanine and platforms). Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker/glue residue. Remove debris from elevator doors sills. Clean and wipe down the safety edge with a dry rag from top to bottom. ***General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including [list areas outside station confines]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.).Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect refuse rooms/refuse housings. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffit, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. "Deodorize the entire station upon arriving and departing eac	Grand Central 42 St	456	R238	0600 -

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	3 STAC Summer Pick Pick Effective Date:			
Job#	Но	RC#		
NC0396A Station North	230	2762		
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report on Duty in full Uniform *Perform General Duties * - Entire Mezzanine Paid / Unpaid	Grand Central 42 St	456	R238	2300 - 0130
Lunch	Grand Central 42 St	456	R238	0130 - 0200
*Perform General Duties*Northbound and Southbound Platforms	Grand Central 42 St	456	R238	0200 - 0400
Perform General Duties * Island Platform/ Ramp Area/ Mezzanine R241A Control Area	Grand Central 42 St	456	R238	0400 - 0500
Major Duty Cleaning see below	Grand Central 42 St	456	R238	0500 - 0600
*Perform General Duties * - Entire Mezzanine Paid / Unpaid	Grand Central 42 St Grand Central 42	4 5 6 4 5 6	R238 R238	0600 - 0700
*General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including [list areas outside station confines]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.).Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. *Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as	St			
 required. Disinfect all urine areas. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. *Major Duty Cleaning- Sun: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Mon: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Tue: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Wed: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Thu: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Fri: Refuse Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Fri: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Fri: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Sat: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Sat: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick	Pick Effective Date:			7/16/2023
Job#	Hours			RC#
NC0397 Station North	220	2762		
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report on Duty in full Uniform.	Grand Central 42 St	456	R238	2200 -
*Elevator Duties (ELE 204, ELE 205, ELE206, ELE244, ELE296) - see below *Note - If escalators are out of service, listed General Duties will be performed*	Grand Central 42 St	456	R238	2200 - 2330
*Escalator Duties (ESC #203) - see below	Grand Central 42 St	456	R238	2330 - 0030
Lunch	Grand Central 42 St	456	R238	0030 - 0100
*Escalator Duties (ESC #204) - see below	59 St	456	R244	0100 - 0130
*Escalator Duties (ESC #205) - see below	59 St	456	R244	0130 - 0230
*Escalator Duties (ESC #206) - see below	59 St	456	R244	0230 - 0330
*Escalator Duties (ESC #256) - see below	59 St	456	R244	0330 - 0430
*Perform General Duties *	59 St	4 5 6	R244	0430 - 0600
Report off duty.	59 St	456	R244	0600 -
 Escalator Duties- Contact Elevator and Escalator Unit prior to cleaning, shutdown and restart, (212) 424-4497 Shutdown and clean [Escalator]. Remove gum and damp mop upper and lower landings. Clean and polish exterior and interior of Escalator panels. Clean adjacent tile walls Remove graffiti, stickers, and sticker/glue residue. Sweep and mop escalator plate landings. *Elevator Duties- EL204, EL205, EL206, EL244, and EL296 Clean and polish elevators. Remove gum. Sweep, mop, and disinfect elevator floors. Wipe down interior and exterior panels/ ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom. 				
*General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including [list areas outside station confines]. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.).Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Deck brush stains on concrete floors. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty."				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick Ef	ffective Date:	7/16/2023
Job#	Но	urs		RC#
NC0398 Station North	060	00 - 1400		2762
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	5 Av	7	R501	0600 -
*General Duties/Major Duty Booth- see below.	5 Av	7	R501	0600 - 0900
Sun: 0830 to 0900- Major Duty Booth *General Duties- see below- Entire passageway from Bryant Park to Times Square Shuttle Connector	42 St Bryant Park	B D F M	N503	0905 - 1030
	42 St Bryant Park	B D F M	N503	1030 - 1100
Lunch	5 Av	7	R501	1105 - 1200
**Major Duties Cleaning- see below *General Duties- see below	42 St Bryant Park	BDFM	N503	1205 - 1300
	42 St Bryant Park	B D F M	N503	1300 - 1350
*General Duties- see below- Entire passageway from Bryant Park to Times Square Shuttle Connector Report Off Duty.	5 Av		R501	1400 -
 *General Duties Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and saintary bases. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employce restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Major Duty Cleaning Sun 0830-0900 Clean booth R501 interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon Sensors and Fire Extinguishers. Empty garbage. Remove all debris. 1100-1200 Sun: ""7"" Island Platform Refuse Rm- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Mon: ""7"" Island Platform- Spot Mop/Deck all stains, spills, dragmarks from floor areas. Remove all graffiti and stickers-do not leave residue. Wed: AFC Equipment in R500/R501 control areas- Clean and Polish all Turnstiles, MVMs, MEMs, HEETs, HXTs and wipe down OMNY Validators Thu: Fare Control Areas- Spot Mop/Deck all stains, spills, dragmarks from floor areas in R500/R501 paid/unpaid control areas. Remove all graffiti and stickers- do not leave residue.				
Fri: Graffiti/Sticker Removal- Remove graffiti and stickers from non-painted surfaces on entire station- do not leave residue. Sat: R501 Employee Toilet- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick E	ffective Date:	7/16/2023
Job#	Но	urs		RC#
NC0399 Station North	140	00 - 2200		2762
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	5 Av	7	R501	1400 -
*General Duties	5 Av	7	R501	1400 - 1700
*General Duties- see below- Entire passageway from Bryant Park to Times Square Shuttle Connector	42 St Bryant Park	BDFM	N503	1705 - 1810
Lunch	42 St Bryant Park	BDFM	N503	1810 - 1840
**Major Duties Cleaning- see below	5 Av	7	R501	1845 - 1945
*General Duties- see below	42 St Bryant Park	BDFM	N503	1950 - 2050
*General Duties- see below- Entire passageway from Bryant Park to Times Square Shuttle Connector	42 St Bryant Park	BDFM	N503	2100 - 2150
Report off duty	5 Av	7	R501	2200 -
down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Clean all ledges and benches Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
**Major Duty Cleaning				
Sun: R500/R501 Mezzanines/Passageways/Underpass- Spot Mop/Deck all stains, spills, drag marks from floor areas. Remove all graffiti and stickers- do not leave residue.				
Mon: Chrome Surfaces- Clean and polish all chrome surfaces/handrails in R500/R501 Mezzanine and Passageway.				
Tue: Benches/Trash Receptacles on entire station Remove graffiti and stickers. Wash and clean around benches, trash receptacles and leaning posts.				
Wed: R501 Employee Toilet- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed.				
Thu: ""7"" Island Platform Refuse Rm- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect.				
Fri: Benches/Trash Receptacles on entire station Remove graffiti and stickers. Wash and clean around benches, trash receptacles and leaning posts.				
Sat: AFC Equipment in R500/R501 control areas- Clean and Polish all Turnstiles, MVMs, MEMs, HEETs, HXTs and wipe down OMNY Validators"	,			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#		Hours		RC#
NC0400 Station North		2300 - 0700		2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Wall St	23	R111	2300 - 0230
*General Duties-see below				
Major Duty Floors Nightly				
*Major Duties-see below				
Lunch	Wall St	2 3	R111	0230 - 0300
*General Duties-see below	Wall St	4 5	R203	0310 - 0520
Major Duty Floors Nightly				0.500 0.500
*General Duties-see below	Wall St	2 3	R111	0530 - 0700
Report Off Duty.	Wall St	2 3	R111	0700 -
*General Duties-Daily Inspect station for unsanitary conditions and correct including clean & disinfect R110 and R111 mezzanines. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Wet Mop all stairway landings, threads, passageways/underpass, tunnels, mezzanines & corridors. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize touch points. Clean and disinfect refuse rooms/refuse housings.				
*Major Duty Cleaning-				
Sun: Scrubber Room - Deck wash walls and floor, wipe Fire Extinguisher, restock and organize supplies and equipment. Clean & Organize paper and chemical Supply Rooms including wiping down Fire Extinguisher and breakdown and discard empty boxes. Sat: Refuse Room - Deck Wash walls and floors, wipe down Fire Extinguishers.				
Sur refuse room Deck with with and noors, whe down the Excligationers.				1

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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Pick Effective Date: 2023 STAC Summer Pick 7/16/2023 Job# Hours RC# NC0401 2300 - 0700 **Station North** 2765 **INSTRUCTIONS STATION** LINE BOOTH HOURS Sunday-Saturday World Trade N094 2300 - 0200 "Report on Duty in Full Uniform Е Center *General Duties-see below Island Platform *Major Duties-see below (1230-0100)" Park Place 23 R115 0200 - 0250 *General Duties-see below Island Platform World Trade Е N094 0300 - 0330 Lunch Center 23 R115 "*General Duties-see below Paid/Unpaid Mezzanines, Stairways & Landings Park Place 0340 - 0550 *Major Duties-see below (0430-0500) *Elevator Duties-see below (0330-0430)" World Trade N094 0600 - 0700 Е '*General Duties-see below Church ST Entrance Stairways by Cemetery, Paid/Unpaid Mezzanines Center N094 0700 -Report Off Duty. World Trade Е Center *General Duties-Daily Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways including 2 Broadway entrance and in front of Citibank. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills and drag marks on floor areas. Empty booth trash, clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect gutters and sanitary bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." Elevator Duties Clean and polish. Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels (street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom. *Major Duty Cleaning-Sun: (WTC-E Only) Clean Booth N094 interior and exterior. Sweep and mop floor, wash walls, dust top of ledges including Halon sensors and Fire Extinguishers. Tue: Sweep, Remove Stains, & Disinfect Stairway, wipe handrails, clean coping and railing. Thu: Employee Facility Room - Sweep & mop floors. Clean exterior of all surfaces including lockers. Clean interior/exterior of microwave, refrigerator and Quench Unit. Fri: Employee Toilet - Deck wash walls and floors. Clean exterior of all surfaces including tissue and hand towel holders,

mirror, hand dryer, sink, and commode. Replenish paper and soap."

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC S	Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		l	Hours		RC#
NC0401A	Station North	-	1500 - 2300		2765
INSTRUCTION	S	STATION	LINE	воотн	HOURS
	Sunday-Saturday				
Report on Duty in	Full Uniform.	World Trade Center	E	N094	1500 - 1730
*General Duties-se *Elevator Duties-se *Major Duties-see					
*General Duties-se		World Trade Center	E	N094	1740 - 1840
Lunch		World Trade Center	E	N094	1840 - 1910
*General Duties-see *Major Duties-see	e below below (1930-2000)"	World Trade Center	E	N094	1910 - 2140
RTO Facility/Towe	er	World Trade Center	E	N094	2150 - 2300
Report Off Duty.		World Trade Center	E	N094	2300 -
around all street st passageways, and s equipment (MVMs Empty, disinfect, c Empty booth trash, gutters and sanitar all ledges and bend employee restroom Deodorize the entir "*Major Duty Clea Daily: Wet Mop: s clean & disinfect b Clean and disinfec Men's and Womer towel holders, min	unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft airways and elevator EL-326. Scrap all mezzanines, control areas, platforms, underpass, and stairways S17, S18, S19, & S20. Wipe down & disinfect all stairway handrails. Clean and polish AFC , Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. lean & polish all trash receptacles. Remove all stains, spills and drag marks on floor areas & spot mop. , clean exterior booth panels and booth windows (use water only). Disinfect all urine areas, disinfect y bases. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.) Clean ches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean EFR and s. re station upon arriving and departing each station you are assigned to clean during your tour of duty."				
panels/ledges on al Remove graffiti, st	EL326). Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and exterior l levels (street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the station. ickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety g from top to bottom.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed. Note: If pulled from your assigned job, the following duties will apply unless otherwise instructed: **Inspect station for unsanitary conditions (Feces, Urine, Blood, Vomit) and correct. Scrap entire station. Empty all trash receptacles. Remove all spills and stains on floor. Clean employee restrooms. Clean RTO Crew Room and Consolidated Facility (if applicable). Deodorize the entire station.

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2023 STAC Summer Pick

Pick Effective	e Date:	7/16/2023

Job#		Hours		RC#	
NHDC001 Station North	2300 - 0700			2751	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform *Scrubber Machine Duties- see below	191 St	1	R185	2300 - 0030	
*Note- If machines are out of service listed General Duties will be performed. Scrubber Machine Duties [Upper Mezzanine] (see below)					
Scrubber Machine Duties [S/B Platform] (see below)	191 St	1	R185	0030 - 0230	
Lunch	191 St	1	R185	0230 - 0300	
*Scrubber Machine Duties [N/B Platform] (see below)	191 St	1	R185	0300 - 0500	
*Major Duty-See below	191 St	1	R185	0500 - 0600	
*Inspect station for unsanitary conditions and correct. Re-scrap station. Remove all spills and stains from floors. Empty trash receptacles.	191 St	1	R185	0600 - 0700	
Report Off Duty.	191 St	1	R185	0700 -	
 *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Scrap Entire Station. Dust mop and remove gum from floors. Prepare scrubber machine and machine clean (N/B floors 2300-0200) (S/B floors 0230-0530) Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners must perform general duties. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **General Duties-If Scrubber Machines are out of service- Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. 					
Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed.					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#	Но	urs		RC#
NHDC002 Station North	230	0 - 0700		2751
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform *Scrubber Machine Duties- see below	137 St City College	1	R176	2300 - 2400
Note- If machines are out of service listed General Duties will be performed				
*Scrubber Machine Duties [N/B Mezzanine] (see below)				
*Scrubber Machine Duties [N/B Platform] (see below)	137 St City College	1	R176	2400 - 0200
Lunch	137 St City College	1	R176	0200 - 0230
*Scrubber Machine Duties [S/B Mezzanine] (see below)	137 St City College	1	R176	0230 - 0330
*Scrubber Machine Duties [S/B Platform] (see below)	137 St City College	1	R176	0330 - 0530
*Major Duty-See below	137 St City College	1	R176	0530 - 0600
*Inspect station for unsanitary conditions and correct. Re-scrap station including underpass. Remove all spills and stains from floors.	137 St City College	1	R176	0600 - 0700
Report Off Duty.	137 St City College	1	R176	0700 -
*Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean (N/B Mezzanine and N/B Platform 2300-0200) (S/B Mezzanine and S/B Platform) 0230-0530 Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***TIf Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners must perform general duties. ***General Duties-If Scrubber Machines are out of service Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty				
Major Duty- Employee Toilets Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick Pick Effective Date: 7/16/2023 Hours Job# RC# NHDC003 2300 - 0700 **Station North** 2751 **INSTRUCTIONS STATION** LINE BOOTH HOURS Sunday-Saturday R172 Report On Duty In Full Uniform Cathedral Pkwy 2300 - 2400 *Scrubber Machine Duties- see below 110 St Note- If machines are out of service listed General Duties will be performed *Scrubber Machine Duties [N/B Mezzanine] (see below) Cathedral Pkwy R172 2400 - 0200 1 *Scrubber Machine Duties [N/B Platform] (see below) 110 St Cathedral Pkwy 0200 - 0230 R172 1 Lunch 110 St Cathedral Pkwy R172 0230 - 0330 1 *Scrubber Machine Duties [S/B Mezzanine] (see below) 110 St Cathedral Pkwy R172 0330 - 0530 1 *Scrubber Machine Duties [S/B Mezzanine] (see below) 110 St R172 Cathedral Pkwy 0530 - 0600 1 *Major Duty-See below 110 St 0600 - 0700 *Inspect station for unsanitary conditions and correct. Cathedral Pkwy R172 1 110 St Re-scrap station including underpass. Remove all spills and stains from floors. Cathedral Pkwy R172 0700 -Report Off Duty. 1 110 St *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean (N/B Mezzanine and N/B Platform 2300-0200) (S/B Mezzanine and S/B Platform 0230-0530) Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners must perform general duties. **General Duties-If Scrubber Machines are out of service Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty- Employee Toilets Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NHDC004 Station North		2300 - 0700		2751
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform. *Scrubber Machine Duties- see below	103 St	1	R170	2300 - 2400
* Note- If machines are out of service listed General Duties will be performed				
*Scrubber Machine Duties [N/B Mezzanine] (see below)				
*Scrubber Machine Duties [N/B Platform] (see below)	103 St	1	R170	2400 - 0200
Lunch	103 St	1	R170	0200 - 0230
*Scrubber Machine Duties [S/B Mezzanine] (see below)	103 St	1	R170	0230 - 0330
*Scrubber Machine Duties [S/B Platform] (see below)	103 St	1	R170	0330 - 0530
*Major Duty-See below	103 St	1	R170	0530 - 0600
*Inspect station for unsanitary conditions and correct. Re-scrap station including underpass. Remove all spills and stains from floors.	103 St	1	R170	0600 - 0700
Report Off Duty.	103 St	1	R170	0700 -
 *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean (N/B Mezzanine and N/B Platform 2300-0200) (S/B Mezzanine and S/B Platform) 0230-0530 Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **General Duties-If Scrubber Machines are out of service Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush 				
and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty Major Duty- Employee Toilets Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NHDC005 Station North		2300 - 0700		2751
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform. *Scrubber Machine Duties- see below	96 St	123	R169	2300 - 0030
Note- If machines are out of service listed General Duties will be performed				
*Scrubber Machine Duties [R168A Mezzanine] (see below)				
*Scrubber Machine Duties [R168A Mezzanine] (see below)	96 St	1 2 3	R169	0030 - 0300
Lunch	96 St	1 2 3	R169	0300 - 0330
*Elevator Duty – See below	96 St	1 2 3	R169	0330 - 0400
*Inspect station for unsanitary conditions and correct. Re-scrap station including underpass. Remove all spills and stating from floors. Furnity and disinfect tools recorrected	96 St	123	R169	0400 - 0630
stains from floors. Empty and disinfect trash receptacles *Major Duty-See below	96 St	123	R169	0630 - 0700
Report Off Duty.	96 St	123	R169	0700 -
 *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Scrap Dust mop and remove gum from floors. Prepare scrubber machine and machine clean (R168A Mezzanine and S/B Platform 2300-0300) Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners must perform general duties. ***General Duties-If Scrubber Machines are out of service- Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean 				
chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Elevator Duties- 96 St.				
Clean and polish (elevator 145). Remove gum, sweep, mop, and disinfect elevator floors, wipe down interior and exterior panels/edges on all levels, (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators in the station. Remove debris from elevator door sills. Clean and wipe down the safety edge with dry rag from top to bottom.				
**Major Duty- Employee Toilet in Supervisors Office Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NHDC005A Station North		2300 - 0700		2751
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	96 St	123	R169	2300 - 0030
*Scrubber Machine Duties [R169 Mezzanine]				
Note- If machines are out of service listed General Duties will be performed				
*Scrubber Machine Duties [N/B Platform]	96 St	123	R169	0030 - 0300
Lunch	96 St	1 2 3	R169	0300 - 0330
*Elevator Duty- see below	96 St	1 2 3	R169	0330 - 0400
*Inspect station for unsanitary conditions and correct.	96 St	123	R169	0430 - 0630
Re-scrap station including underpass. Remove all spills and stains from floors. Empty and disinfect trash receptacles.				
*Major Duty- see below	96 St	123	R169	0630 - 0700
Report Off Duty.	96 St	1 2 3	R169	0700 -
 *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Scrap Dust mop and remove gum from floors. Prepare scrubber machine and machine clean (R169 Mezzanine and N/B Platform 2300-0300) Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. ****If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. ****If station CTA job is not covered, HDC Cleaners must perform general duties. *****Elevator Duties - Clean and polish EL145. Remove gum. Sweep, mop, disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators on station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. Major Duty- Employee Toilet in Supervisors Office Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. **General Duties-If Scrubber Machines are out of service- Dust mop and remove gum from floors. Mop entir				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023
Job#		Hours		RC#
NHDC006 Station North		2300 - 0700		2751
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	72 St	123	R161B	2300 - 2400
*Scrubber Machine Duties- see below	12.50	125	RIOLD	2300 2100
Note- If machines are out of service listed General Duties will be performed				
*Scrubber Machine Duties [N/B Mezzanine] (see below)				
*Scrubber Machine Duties [N/B Platform] (see below)	72 St	123	R161B	2400 - 0200
Lunch	72 St	123	R161B	0200 - 0230
*Scrubber Machine Duties [S/B Mezzanine] (see below)	72 St	123	R161B	0230 - 0330
*Scrubber Machine Duties [S/B Platform] (see below)	72 St	123	R161B	0330 - 0530
*Elevator Duty – See below	72 St	123	R161B	0530 - 0600
*Major Duty-See below	72 St	123	R161B	0600 - 0630
*Inspect station for unsanitary conditions and correct. Re-scrap station including underpass. Remove all spills and	72 St	1 2 3	R161B	0630 - 0700
stains from floors. Report Off Duty.	72 St	123	R161B	0700 -
 *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean (N/B Mezzanine and N/B Platform 2300-0200) (S/B Mezzanine and S/B Platform 0230-0530) Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. ****If Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. ****If station CTA job is not covered, HDC Cleaners must perform general duties. ***General Duties-If Scrubber Machines are out of service- Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Elevator Duties- 72 St Clean and polish (elevator 239 and 240). Remove gum, sweep, mop, and disinfect elevator floors, wipe down interior and exterior glass on all levators in the station. Remove debris from				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick Pick Effective Date: 7/16/2023 Job# Hours RC# NHDC007 2300 - 0700 **Station North** 2751 **INSTRUCTIONS STATION** LINE BOOTH HOURS Sunday-Saturday Report On Duty In Full Uniform 66 St Lincoln R160 2300 - 2400 *Scrubber Machine Duties- see below Center *Note- If machines are out of service listed General Duties will be performed *Scrubber Machine Duties [N/B Mezzanine] (see below) 66 St Lincoln R160 2400 - 0200 1 *Scrubber Machine Duties [N/B Platform] (see below) Center 66 St Lincoln R160 0200 - 0230 1 Lunch Center R160 66 St Lincoln 1 0230 - 0330 *Scrubber Machine Duties [S/B Mezzanine] (see below) Center 66 St Lincoln R160 0330 - 0530 1 *Scrubber Machine Duties [S/B Platform] (see below) Center R160 0530 - 0600 66 St Lincoln 1 *Elevator Duty – See below Center R160 0600 - 0630 66 St Lincoln 1 *Major Duty-See below Center R160 0630 - 0700 *Inspect station for unsanitary conditions and correct. 66 St Lincoln 1 Center Re-scrap station including underpass. Remove all spills and stains from floors. Report Off Duty. 66 St Lincoln R160 0700 -1 Center *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean (N/B Mezzanine and N/B Platform 2300-0200) (S/B Mezzanine and S/B Platform 0230-0530) Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners must perform general duties. **General Duties-If Scrubber Machines are out of service-Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Elevator Duties- 66 St. Lincoln Center Clean and polish (elevator 237 and 238). Remove gum, sweep, mop, and disinfect elevator floors, wipe down interior and exterior panels/edges on all levels, (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators in the station. Remove debris from elevator door sills. Clean and wipe down the safety edge with dry rag from top to bottom. **Major Duty- Employee Toilets-Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed.

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick

Pick Effective Date: 7/	/16/2023
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Job#	Но	ours		RC#
NHDC008 Station North	22	00 - 0600		2761
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	59 St Columbus Circle	1	R158	2200 - 0100
*Scrubber Machine Duties- see below				
Note- If machines are out of service				
listed General Duties will be performed.				
*Scrubber Machine Duties – Southbound platform and Control areas including Ramp and transfer Between SB & NB platform.				
Lunch	59 St Columbus Circle	ABCD	N051	0100 - 0130
*Scrubber Machine Duties – Northbound platform and Control areas including Ramp.	59 St Columbus Circle	1	R158	0130 - 0330
*Inspect station for unsanitary conditions and correct.	59 St Columbus	1	R158	0330 - 0600
Re-scrap station. Remove all spills and stains on floors.	Circle			
Report Off Duty.	59 St Columbus Circle	A B C D	N051	0600 -
*Scrubber Machine Duties-Daily				
Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine				
clean Northbound and Southbound platforms including ramp and transfer areas, unpaid/paid mezzanine and control areas.				
Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use.				
Complete post-checklist. **Put machine on charge. Tidy scrubber room.				
**Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging.				
***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or				
Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine.				
**General Duties-If Scrubber Machines are out of service-				
Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush				
and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean				
chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on				
floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023
Job#		Hours		RC#
NHDC009 Station North	,	2200 - 0600		2761
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform. *Scrubber Machine Duties- see below	50 St	1	R155	2200 - 0100
Note- If machines are out of service listed General Duties will be performed				
*Scrubber Machine Duties – Southbound Platform Including Mezzanine				
Lunch	50 St	1	R155	0100 - 0130
*Scrubber Machine Duties – Northbound Platform Including Mezzanine	50 St	1	R155	0130 - 0400
*Inspect station for unsanitary conditions and correct. Re-scrap station. Remove all spills and stains on floors.	50 St	1	R155	0400 - 0600
Report Off Duty.	50 St	1	R155	0600 -
 *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean Northbound, Southbound platform including unpaid/paid mezzanines. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **General Duties-If Scrubber Machines are out of service- Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC	Summer Pick
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Pick Effective Date: 7/16/2023
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Job#		н	ours		RC#	
NHDC010 Static	on North	2200 - 0600			2757	
INSTRUCTIONS		STATION	LINE	BOOTH	HOURS	
	Sunday-Saturday					
Report on Duty in Full Unifor *Scrubber Machine Duties- se		Times Sq-42 St	1 2 3	R151	2200 - 2400	
Note- If Scrubber Machines a	re out of service, listed General Duties will be performed.					
*Scrubber Machine Clean [M	ezzanine- R151] - see below					
*Scrubber Machine Duties [P]	latform SB] - see below	Times Sq-42 St	123	R151	2400 - 0130	
Lunch		Times Sq-42 St	123	R151	0130 - 0200	
**Scrubber Machine Duties []	Platform NB] - see below	Times Sq-42 St	123	R151	0200 - 0330	
*Scrubber Machine Clean [M	ezzanine- R143] - see below	Times Sq-42 St	123	R151	0330 - 0500	
*Inspect station for unsanitary Re-scrap station. Remove all		Times Sq-42 St	123	R151	0500 - 0600	
Report off duty.	·	Times Sq-42 St	123	R151	0600 -	
clean [state areas to be cleane and clean machine after use. (**Ensure distilled water is fill charging. ***If Mobile Wash is on the Mobile Wash Supervisor to p **** If station CTA job is no arriving and departing each st **General Duties-If machines Dust mop and remove gum fr	work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine ed]. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure Complete post-checklist. **Put machine on charge. Tidy scrubber room. led in scrubber machine battery cell if applicable and the "stop" button is not engaged while station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or erform other task including but not limited to removing excess water with scrubber machine. ot covered, HDC Cleaners must perform general duties. Deodorize the entire station upon tation you are assigned to clean during your tour of duty."					
chrome tops on all trash reception floor at base of trash receptac	bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean optacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on the clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize sinfect refuse rooms/refuse housings.					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Sum	mer Pick		Pick H	Effective Date:	7/16/2023
Job#		H	ours		RC#
NHDC011	Station North	22	200 - 0600		2757
INSTRUCTIONS		STATION	LINE	воотн	HOURS
	Sunday-Saturday				
Report on Duty in Full U *Scrubber Machine Dution		Times Sq-42 St	123	R151	2200 -
Note- If Scrubber Machi listed General Duties wil					
Perform duties on N, Q,		Times Sq-42 St	N Q R	R151	2200 - 2400
Perform duties on N, Q,	n [Mezzanine- 40/Bwy] - see below R lines es [Platform SB] - see below	Times Sq-42 St	N Q R	R151	2400 - 0130
Lunch		Times Sq-42 St	123	R151	0130 - 0200
Perform duties on N, Q, **Scrubber Machine Dut	R lines ties [Platform NB] - see below	Times Sq-42 St	N Q R	R151	0200 - 0330
Perform duties on N, Q,		Times Sq-42 St	N Q R	R151	0330 - 0500
Perform duties on N, Q,		Times Sq-42 St	N Q R	R151	0500 - 0600
	e all spills and stains on floors				
Report off duty.		Times Sq-42 St	1 2 3	R151	0600 -
clean [state areas to be c and clean machine after **Ensure distilled water charging. ***If Mobile Wash is or Mobile Wash Supervisor **** If station CTA job	es-Daily Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine eleaned]. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while in the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or r to perform other task including but not limited to removing excess water with scrubber machine. is not covered, HDC Cleaners must perform general duties. Deodorize the entire station upon ach station you are assigned to clean during your tour of duty."				
and disinfect gutters, san chrome tops on all trash floor at base of trash rec	whines are out of service- um from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush nitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on reptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize nd disinfect refuse rooms/refuse housings.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#	He	ours		RC#
NHDC012 Station North	22	200 - 0600		2757
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report on Duty in Full Uniform.	Times Sq-42 St	1 2 3	R151	2200 -
Perform duties on '7' Line, Upper & Lower Mezz				
*Scrubber Machine Duties- see below				
Note- If Scrubber Machines are out of service listed General Duties will be performed.				
*Scrubber Machine Clean [Mezzanine- Lower] - see below	Times Sq-42 St	7	R145	2200 - 2400
*Scrubber Machine Duties [Island Platform] - see below	Times Sq-42 St	7	R145	2400 - 0200
Lunch	Times Sq-42 St	123	R151	0200 - 0230
*Scrubber Machine Clean [Mezzanine- Upper] - see below	Times Sq-42 St	7	R145	0230 - 0430
*Inspect station for unsanitary conditions and correct. Re-scrap station. Remove all spills and stains on floors.	Times Sq-42 St	7	R145	0430 - 0600
Report off duty.	Times Sq-42 St	123	R151	0600 -
 *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean [state areas to be cleaned]. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners must perform general duties. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." 				
Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

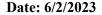
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2023 STAC Summer Pick Pick Effective Date: 7/16/2023 Hours Job# RC# NHDC013 2300 - 0700 **Station North** 2757 **STATION INSTRUCTIONS** LINE BOOTH HOURS Sunday-Saturday R138 2300 - 0100 Report on Duty in Full Uniform. 34 St Penn Station 123 *Scrubber Machine Duties- see below *Scrubber Machine Clean [Mezzanine R138] - see below 34 St Penn Station R138 0100 - 0300 *Scrubber Machine Duties [Island Platform] - see below 123 34 St Penn Station 123 R138 0300 - 0330 Lunch 34 St Penn Station 123 R138 0330 - 0430 *Clean and disinfect R135 Control and underpass. 34 St Penn Station R138 0430 - 0600 *Inspect station for unsanitary conditions and correct. 123 Re-scrap station. Remove all spills and stains on floors. 123 R138 0600 - 0700 34 St Penn Station Clean and disinfect R135 Control and underpass. R138 0700 -Report off duty. 34 St Penn Station 123 *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean [Mezzanine R138 & Island Express Platform]. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners must perform general duties. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." **General Duties-If machines are out of service - Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings.

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC	Summer	Pick
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Pick Effective Date:	7/16/2023
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Job#	Ho	urs		RC#
NHDC014 Station North	230	0 - 0700		2757
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS
Sunday-Saturday				
Report on Duty in Full Uniform. *Scrubber Machine Duties- see below Note- If Scrubber Machines are out of service, listed General Duties will be performed.	34 St Penn Station	123	R138	2300 - 0130
*Scrubber Machine Clean SB Platform] - see below				
*Scrubber Machine Duties [NB Platform] - see below	34 St Penn Station	123	R138	0130 - 0400
Lunch	34 St Penn Station	123	R138	0400 - 0430
*Inspect station for unsanitary conditions and correct. Re-scrap station. Remove all spills and stains on floors.	34 St Penn Station	1 2 3	R138	0430 - 0700
Report off duty.	34 St Penn Station	123	R138	0700 -
 *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean [Platforms R142 & R141]. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners must perform general duties. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." **General Duties-If machines are out of service - Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. 				
Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick

Pick Effective Date:	7/16/2023
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Job#	Hours			RC#	
NHDC015 Station North	2	200 - 0600		275	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform	Christopher St Sheridan Sq	1	R125	2200 - 2330	
Scrap Entire Station. Sweep All Stairways And Outside Areas. Empty, Clean And Disinfect All Trash Receptacles Clean And Disinfect Employee's Toilet And Facility Room. Clean Booth Windows, MVMs, Mems, Turnstiles and MetroCard Readers.	1				
Sun/Tue/Thu: Dust Mop And Remove Gum From Northbound Tile Floors. Prepare Scrubber Machine And Machine Clean Northbound Floors. Wet Mop All Areas Inaccessible To Machine. Secure And Clean Scrubber Machine. Put On Charge. Clean Scrubber Room.	Christopher St Sheridan Sq	1	R125	2330 - 0100	
Mon/Wed/Fri: Dust Mop And Remove Gum From Southbound Tile Floors. Prepare Scrubber Machine And Machine Clean Southbound Floors. Wet Mop All Areas Inaccessible To Machine. Secure And Clean Scrubber Machine. Put On Charge. Clean Scrubber Room.					
Sat: Clean And Disinfect Refuse Rooms.					
Clean Booth Windows, MVMs, Mems, Heets, Turnstiles, Metrocard Readers, All Glass And Metal Surfaces.	Christopher St Sheridan Sq	1	R125	0100 - 0130	
Lunch	Christopher St Sheridan Sq	1	R125	0130 - 0200	
Scrap Entire Station. Sweep All Stairways And Outside Areas. Empty, Clean And Disinfect All Trash Receptacles. Clean And Disinfect Employees Toilet And Facility Room . Disinfect All Urine Areas. Major Duty: 0300-0330	18 St	1	R129	0210 - 0340	
WED: Scrubber Rooms- Clean, tidy, Organize and restock	10.0	1	D 120	0240 0510	
Sun/Tue/Thu: Dust Mop And Remove Gum From Northbound Tile Floors. Prepare Scrubber Machine And Machine Clean Southbound Floors. Wet Mop All Areas Inaccessible To Machine. Secure And Clean Scrubber Machine. Put On Charge. Clean Scrubber Room. Mon/Wed/Fri:	18 St	1	R129	0340 - 0510	
Dust Mop And Remove Gum From Southbound Tile Floors. Prepare Scrubber Machine And Machine Clean Northbound Floors. Wet Mop All Areas Inaccessible To Machine. Secure And Clean Scrubber Machine. Put On Charge. Clean Scrubber Room. Sat:					
Clean And Disinfect Refuse Rooms .					
Re-Scrap The Entire Station.	Christopher St Sheridan Sq	1	R125	0520 - 0600	
Report Off Duty	Christopher St Sheridan Sq	1	R125	0600 -	

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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Pick Effective Date: 2023 STAC Summer Pick 7/16/2023 Hours Job# RC# NHDC016 2200 - 0600 **Station North** 2757 **INSTRUCTIONS STATION** LINE BOOTH HOURS Sunday-Saturday R123 Report on Duty in Full Uniform. Houston St 2200 - 2400 *Scrubber Machine Duties- see below Note- If Scrubber Machines are out of service listed, General Duties will be performed. *Scrubber Machine Clean [Mezzanine SB- - see below Houston St R123 2400 - 0200 *Scrubber Machine Duties [Platform SB] - see below 1 R123 0200 - 0230 Houston St 1 Lunch R123 0230 - 0430 **Scrubber Machine Duties [Platform NB] - see below Houston St 1 *Inspect station for unsanitary conditions and correct. Houston St R123 0430 - 0600 1 Re-scrap station. Remove all spills and stains on floors. Report off duty. Houston St 1 R123 0600 -*Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean [Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners must perform general duties. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." **General Duties-If machines are out of service-Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings.

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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Pick Effective Date: 2023 STAC Summer Pick 7/16/2023 Hours Job# RC# NHDC017 2200 - 0600 **Station North** 2757 HOURS **INSTRUCTIONS STATION** LINE BOOTH Sunday-Saturday R117 2200 - 2400 Report On Duty In Full Uniform. Franklin St *Scrubber Machine Duties- see below Note- If Scrubber Machines are out of service listed, General Duties will be performed. *Scrubber Machine Clean [SB Platform] - see below Franklin St R117 2400 - 0200 *Scrubber Machine Duties [NB Platform] - see below 1 R117 0200 - 0230 Franklin St 1 Lunch 0240 - 0410 R119 Canal St *Scrubber Machine Clean [NB-Platform] - see below 1 R119 Canal St 0410 - 0540 1 *Scrubber Machine Duties- SB Platform- see below R117 0550 - 0600 Franklin St Report off duty. 1 *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean [Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners must perform general duties. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." **General Duties-If machines are out of service-Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings.

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NHDC018 Station North		2300 - 0700		2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	South Ferry	1	R101	2300 - 0225
Perform Duties At Whitehall St "R" Line				
*Scrubber Machine Duties-Island Platform Major Duty Floors Nightly				
If Machine is Out of Service, Listed General Duties Will Be Performed				
Lunch	South Ferry	1	R101	0230 - 0300
*Scrubber Machine Duties- Stone St Entrances	South Ferry	1	R101	0300 - 0700
Major Duty Floors Nightly				
Report Off Duty.	South Ferry	1	R101	0700 -
 *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean the island platform end-to-end where applicable, including passageways. Wet mop all areas inaccessible to the scrubber machine including stairway landings & Threads. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners will perform general duties. Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize touch points. Clean and disinfect refuse rooms/refuse housings. *General Duties-If Scrubber Machine is out of service. Dust Mop & Remove Gum From Floors. Mop Entire Platform, Passageways And Mezzanine Floors. Mop All Stairway Landings & Threads. Deck Brush And Disinfect Gutters, Sanitary Bases And Platform Ends. Spot Clean ADA Tactile As Required. Empty, Disinfect And Clean Chrome Tops On All Trash Receptacles. Disinfect All Urine Areas. Clean Interior of Trash Receptacle Base And Remove Stains on Floor at Base of Trash Receptacles. Clean All Ledges And Benches. Remove Grafiti, Stickers, And Sticker/Glue Residue. Sanitize All Touch Points. Clean And Disinfect Refuse Rooms/Refuse Canister Housings. Deodorize the entire station upon arriving and departing each station				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick		Pick F	Effective Date	e: 7/16/2023
Job#		Hours		RC#
NHDC019 Station North		2300 - 0700		2755
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday	511101		boom	noeks
Report On Duty In Full Uniform	Gun Hill Rd	2 5	R331	2300 - 2400
*Escalator Duties - see below				
*General Duties- see below	Gun Hill Rd	2 5	R331	2400 - 0100
*Scrubber Machine Duties- see below	Gun Hill Rd	2 5	R331	0100 - 0330
Lunch	Gun Hill Rd	2 5	R331	0330 - 0400
*Elevator Duties- see below	Gun Hill Rd	2 5	R331	0400 - 0500
*Major Duty Cleaning - see below	Gun Hill Rd	2 5	R331	0500 - 0600
*General Duties- see below	Gun Hill Rd	2 5	R331	0600 - 0700
Report off duty	Gun Hill Rd	2 5	R331	0700 -
 *General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, and platforms. Clean bus loop at rear of station, wheelchair ramp, and three feet around headhouse. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platforms, mezzanines, passageways, and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty. *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean mezzanine. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distiled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task includi				
 panels/ledges on all levels(street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom. *Escalator Duties- Contact Elevator and Escalator Unit prior to cleaning, shutdown and restart, (212) 424-4497 Shutdown and clean Es 104 and Es 105. Remove gum and damp mop upper and lower landings. Clean and polish exterior and interior of Escalator panels. Clean adjacent tile walls. Remove all accessible graffiti, stickers, and sticker/glue residue from handrails and overhead Annunciators. 				
 *Major Duty Cleaning- Sun: Refuse Housing- Wipe down exterior panel. Remove loose debris from housing floor. Bucket wash and disinfect housing. Mon: Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall on Bronx bound platform. Tue: Clean passageway and sweep stairways (from mezz level to platform level) in consolidated facility area. Clean Supervisor's office. Clean desks, table tops, Quench unit, refrigerator and microwave. Sweep and mop floors, disinfect. Wed: Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: no Manhattan bound platform. Thu: Refuse Housing- Wipe down exterior panel. Remove loose debris from housing floor. Bucket wash and disinfect housing. Fri: Pick up cleaning supplies from East 180 Street. Deliver and store supplies in chemical and paper supply rooms at Gun Hill Road. Sat: Stairways- Bucket wash all platform stairways. Clean handrails and adjacent tile wall/fiberglass panels. Remove all stickers. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

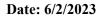
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2023 STAC Summer Pick	Pick Effective Date:		7/16/2023	
Job#		RC#		
NHDC020 Station North		2200 - 0600		275
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	3 Av-149 St	2 5	R310	2200 - 2300
*Scrubber Machine Duties [Manhattan Bound Mezzanine]				
*Scrubber Machine Duties [Manhattan Bound Platform]	3 Av-149 St	2 5	R310	2300 - 0145
Lunch	3 Av-149 St	2 5	R310	0145 - 0215
*Scrubber Machine Duties [Bronx Bound Mezzanine]	3 Av-149 St	2 5	R310	0215 - 0315
*Scrubber Machine Duties [Bronx Bound Platform]	3 Av-149 St	2 5	R310	0315 - 0600
Report off duty	3 Av-149 St	2 5	R310	0600 -
 *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean mezzanine. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. *General Duties-In lieu machines are out if service-Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean and disinfect El 129 and El 130. Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		
NHDC021 Station North		2200 - 0600		2755
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	125 St	2 3	R304	2200 - 2300
*Scrubber Machine Duties [Manhattan Bound Mezzanine]				
*Scrubber Machine Duties [Manhattan Bound Platform]	125 St	2 3	R304	2300 - 0145
Lunch	125 St	2 3	R304	0145 - 0215
*Scrubber Machine Duties [Bronx Bound Mezzanine]	125 St	2 3	R304	0215 - 0315
*Scrubber Machine Duties [Bronx Bound Mezzanine]	125 St	2 3	R304	0315 - 0600
Report Off Duty	125 St	2 3	R304	0600 -
 "*Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean mezzanine. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine." 				
"*General Duties-In lieu machines are out if service- Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean and disinfect El 180 and El 181. Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty."				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

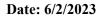
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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NHDC022 Station North		2300 - 0700		2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Park Place	23	R115	2300 - 0130
*Scrubber Machine Duties-Island Platform Major Duty Floors Nightly				
If Machine is Out of Service, Listed General Duties Will Be Performed.				
*Escalator Duties-see below	Park Place	23	R115	0130 - 0230
Lunch	Park Place	2 3	R115	0230 - 0300
*Scrubber Machine Duties- R115 Paid/Unpaid Mezzanines & South-end Stairways and Landings Major Duty Floors Nightly	Park Place	2 3	R115	0300 - 0500
*Escalator Duties-see below (0300-0400) Major Duties-see below (0400-0430)				
*Scrubber Machine Duties-Island Platform Stair backs	Park Place	23	R115	0500 - 0700
Report Off Duty.	Park Place	23	R115	0700 -
*Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean the island platform end-to-end where applicable, including Passageways. Wet mop all areas inaccessible to the scrubber machine including stairway landings & Threads. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. ***** If station CTA job is not covered, HDC Cleaners will perform general duties.				
Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings & Threads. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize touch points. Clean and disinfect refuse rooms/refuse housings. Wet Mop all stairway landings, threads, passageways/underpass, tunnels, mezzanines & corridors.	,			
*General Duties-If Scrubber Machines are out of service. Dust Mop & Remove Gum From Floors. Mop Entire Platform And Mezzanine Floors. Mop All Stairway Landings & Threads. Deck Brush And Disinfect Gutters, Sanitary Bases And Platform Ends. Spot Clean ADA Tactile As Required. Empty, Disinfect And Clean Chrome Tops On All Trash Receptacles. Disinfect All Urine Areas. Clean Interior of Trash Receptacle Base And Remove Stains on Floor at Base of Trash Receptacles. Clean All Ledges And Benches. Remove Graffiti, Stickers, And Sticker/Glue Residue. Sanitize All Touch Points. Clean And Disinfect Refuse Rooms/Refuse Canister Housings				
the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick

Pick Effective Date: 7/16

		llauna		D.C.
Job# NHDC023 Station North		Hours 2300 - 0700		RC#
				2756
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	125 St	456	R258	2300 -
Note: In the absence of coverage for NB and/or Mezzanine Job'(s), perform all listed duties in the N/B platform and/or the Mezzanine, including S/B platform.				
In lieu machines are out of service listed General Duties will be performed				
*Scrubber Machine Duties - see below (NB platform- Including stairways leading to mezzanine)	125 St	456	R258	2300 - 0300
Lunch	125 St	456	R258	0300 - 0330
*Major Duties- see below (NB platform- Including stairways leading to mezzanine)	125 St	4 5 6	R258	0330 - 0500
*Major Duties- see below (NB platform- Including stairways leading to mezzanine)	125 St	4 5 6	R258	0500 - 0700
Report off duty.	125 St	456	R258	0700 -
*Scrubber Machine Duties-Daily: Complete pre-checklist. Prep work area: Scrap, Sweep, Dust mop and remove gum from floors. Prepare scrubber machine and machine clean. Wet mop all areas inaccessible to the scrubber machine including stairway landings Leading to Upper-Mezzanine. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings Remove stains, footprints & scruff marks on tile walls. Clean parabolic mirrors. Clean and polish interior/exterior elevator surface/panels. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **General Duties-If Scrubber Machines are out of service: Dust mop and remove gum from floors. Sweep and scrap platforms and mezzanine. Sweep and scrap stairways (NB Platform stairways leading to Mezzanine). Mop entire platform and mezzanine. Sweep and scrap stairways (NB Platform stairways leading to Mezzanine). Mop entire platform and mezzanine floors. Mop all stairway landings leading to upper-mezzanine and street level. Deck brush and disinfect guters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residu				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick

Pick Effective Date:	7/16/2023
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Job#			Hours		RC#
NHDC024	Station North		2300 - 0700		2756
INSTRUCTIONS		STATION	LINE	воотн	HOURS
	Sunday-Saturday				
Mezzanine, including	of coverage for NB and/or Mezzanine Job'(s), perform all listed duties in the N/B platform and/or the	125 St	456	R258	2300 -
	Duties - see below (SB Platform- Including stairways leading to NB platform)	125 St	4 5 6	R258	2300 - 0300
Lunch		125 St	4 5 6	R258	0300 - 0330
*Major Duties- see b	below (SB Platform- Including stairways leading to NB platform)	125 St	4 5 6	R258	0330 - 0500
*Major Duties- see b	below (SB Platform- Including stairways leading to NB platform)	125 St	4 5 6	R258	0500 - 0700
Report off duty.		125 St	456	R258	0700 -
and machine clean. Upper-Mezzanine. S room. **Ensure distilled w charging. Empty, di receptacle base and r stickers, and sticker/ footprints & scruff n ***If Mobile Wash Mobile Wash Superv Deodorize the entire	ist. Prep work area: Scrap, Sweep, Dust mop and remove gum from floors. Prepare scrubber machine Wet mop all areas inaccessible to the scrubber machine including stairway landings Leading to ecure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber ater is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while sinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings Remove stains, harks on tile walls. Clean parabolic mirrors. Clean and polish interior/exterior elevator surface/panels. is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or visor to perform other task including but not limited to removing excess water with scrubber machine. station upon arriving and departing each station you are assigned to clean during your tour of duty.				
Dust mop and remove Platform stairways let to upper mezzanine at tactile as required. Et of trash receptacle be graffiti, stickers, and and polish interior/ex	Scrubber Machines are out of service: //e gum from floors. Sweep and scrap platforms and mezzanine. Sweep and scrap stairways (SB eading to Upper platform). Mop entire platform and mezzanine floors. Mop all stairway landings leading and street level. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA mpty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior ase and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean kterior elevator cabs & surfaces/panels. Remove scruff marks/stains/footprints from tile walls. Perform ties and additional tasks.	ş			
Wipe down Fire Ext Refuse Room- Deck debris from refuse ir Elevators: Clean, mo station to address clean	ek wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. inguishers and Eyewash Units. Restock supplies. wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#		Hours		RC#
NHDC024A Station North		2300 - 0700		2756
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	125 St	456	R258	2300 -
*Scrubber Machine Duties - see below	125 St	4 5 6	R258	2300 - 0300
Lunch	125 St	4 5 6	R258	0300 - 0330
*Major Duties- see below	125 St	4 5 6	R258	0330 - 0500
*Major Duties- see below	125 St	4 5 6	R258	0500 - 0700
Report Off Duty.	3 Av 138 St	6	R401	0700 -
Inspect station for unsanitary conditions and correct. Sweep all stairs (mezzanine to street). Complete pre-checklist. Prep work area: Scrap, Sweep, Dust mop and remove gum from floors. Prepare scrubber machine and machine clean. Wet mop all areas inaccessible to the scrubber machine including stairway landings Leading to street. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings Remove stains, footprints & scruff marks on tile walls. Clean parabolic mirrors. Clean and polish interior/exterior elevator surface/panels. **If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. *** If station CTA job is not covered, HDC Cleaner smut perform general duties. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. "**General Duties-If Scrubber Machines are out of service: Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanit				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick

2023 STAC Summer Pick	Pick Effective Date: Hours			7/16/2023 RC#	
Job#					
NHDC025 Station North		2300 - 0700		2750	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform. Note: In the absence of coverage for NB platform, perform all listed duties on the NB platform, including SB platform.	86 St	456	R250	2300 -	
If machines are out of service listed General Duties will be performed					
*Scrubber Machine Duties - see below (SB Platform)	86 St	456	R250	2300 - 0300	
Lunch	86 St	456	R250	0300 - 0330	
*Major Duties- see below (SB Platform)	86 St	456	R250	0330 - 0500	
**General Duties- see below (SB Platform)	86 St	456	R250	0500 - 0700	
Report Off Duty *Scrubber Machine Duties -Nightly: Complete pre-checklist Pren work area: Scrap Sweep Dust mon and remove gum from floors. Prenare scrubber machine	86 St	456	R250	0700 -	

Complete pre-checklist. Prep work area: Scrap, Sweep, Dust mop and remove gum from floors. Prepare scrubber machine and machine clean. Wet mop all areas inaccessible to the scrubber machine including stairway landings Leading to Upper Platform/Mezzanine/Street. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while

charging. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings Remove stains, footprints & scruff marks on tile walls. Clean parabolic mirrors. Clean and polish interior/exterior elevator surface/panels. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.

**General Duties-If Scrubber Machines are out of service:

Dust mop and remove gum from floors. Sweep and scrap platforms and mezzanine. Sweep and scrap stairways (SB Platform stairways leading to Upper platform). Mop entire platform and mezzanine floors. Mop all stairway landings leading to upper mezzanine and street level. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean and polish interior/exterior elevator cabs & surfaces/panels. Remove scruff marks/stains/footprints from tile walls. Perform all listed General duties and additional tasks. Major Duties - Nightly: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Elevators: Clean, mop & deodorize cabs. Clean and polish surfaces/panels with glass cleaner/Windex

Re-Inspect entire station to address cleanliness conditions towards the end of the tour & or before going off-duty.

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		
NHDC026 Station North		2300 - 0700		2763
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	59 St	456	R244	2300 - 0030
* Scrubber Machine Duties - see below				
*Scrubber Machine Duties * - Mezzanine				
Scrubber Machine Duties - Northbound Upper Level including Underpass	59 St	456	R244	0030 - 0230
Lunch	59 St	456	R244	0230 - 0300
Scrubber Machine Duties - North Bound Lower Level	59 St	456	R244	0300 - 0530
Clean Scrubber Machine and Tidy Scrubber Room.	59 St	456	R244	0530 - 0600
** Perform General Duties** see below	59 St	4 5 6	R244	0600 - 0700
Report Off Duty.	59 St	456	R244	0700 -
 *Scrubber Machine Duties -Nightly: Complete pre-checklist. Prep work area: Scrap, Sweep, Dust mop and remove gum from floors. Prepare scrubber machine and machine clean. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners must perform general duties**** **General Duties - If machines are out of service- Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean and polish interior/exterior elevator cabs & surfaces/panels. Remove scruff marks/stains/footprints from tile walls. Perform all listed General duties and additional tasks. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." 	f			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Hereit			urs	
NHDC027 Station North	230	00 - 0700		2762
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Grand Central 42	456	R238	2300 - 0100
* Scrubber Machine Duties - see below	St			
*Scrubber Machine Duties * - Northbound Side of Mezzanine Paid/Unpaid				
Scrubber Machine Duties - Northbound Platform	Grand Central 42 St	456	R238	0100 - 0230
Lunch	Grand Central 42 St	456	R238	0230 - 0300
*Prep Floor and Mop * Lexington Avenue Passageway and S/W Landings	Grand Central 42 St	456	R238	0300 - 0500
Clean Scrubber Machine and Tidy Scrubber Room (NB Plat & Mezz)	Grand Central 42 St	456	R238	0500 - 0600
Perform General Duties	Grand Central 42 St	456	R238	0600 - 0700
Report off duty.	Grand Central 42 St	456	R238	0700 - 0700
 *Scrubber Machine Duties -Nightly: Complete pre-checklist. Prep work area: Scrap, Sweep, Dust mop and remove gum from floors. Prepare scrubber machine and machine clean. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners must perform general duties**** 				
**General Duties - If machines are out of service- Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean and polish interior/exterior elevator cabs & surfaces/panels. Remove scruff marks/stains/footprints from tile walls. Perform all listed General duties and additional tasks. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty."				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#		Hours		RC#
NHDC0272A Station North		2300 - 0700		276
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
"Report on Duty in Full Uniform	Canal St	R W	A043	2300 - 0100
*General Duties-see below Northbound & Southbound Platforms & Stairways S6, S7, & S12A/B/C"				
*General Duties-see below Stairways S8 & S9, Underpass & Ramp, Paid & Unpaid Mezzanines	Canal St	R W	A043	0100 - 0230
Lunch	Canal St	R W	A043	0230 - 0300
"PERFORM DUTIES AT CANAL ST "Q" LINE	Canal St	R W	A043	0310 - 0600
*Scrubber Machine &General Duties-see below Northbound & Southbound Platforms Major Duty Floors Nightly				
*General Duties-see below Ramp That Leads to N/Q Line Up to Mosaic Tile Wall	Canal St	R W	A043	0610 - 0700
Report Off Duty.	Canal St	R W	A043	0700 -
*Scrubber Machine & General Duties-Daily Complete pre-checklist. Prep work area: Scrap & Sweep platform. Empty, Clean, Disinfect, Polish all trash receptacles. Dust mop and remove gum from floors. Prepare scrubber machine and machine clean both platforms end-to-end where applicable. Wet mop all areas inaccessible to the scrubber machine including stairway landings, threads, Passageways & Mezzanine. Bucket Wash, With a Deck brush remove Stains/Dust underneath stairways & Benches, including stairway threads, landings, risers & copings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging.				
Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize touch points. Clean and disinfect refuse rooms/refuse housings.				
*General Duties-If Scrubber Machines are out of service. Dust Mop & Remove Gum From Floors. Mop Entire Platform, Passageways, Tunnels And Mezzanine Floors. Mop All Stairway Landing, Threads & Remove stains from Risers. Deck Brush And Disinfect Gutters, Sanitary Bases And Platform Ends. Spot Clean ADA Tactile As Required. Empty, Disinfect And Clean Chrome Tops On All Trash Receptacles. Disinfect All Urine Areas. Clean Interior of Trash Receptacle Base And Remove Stains on Floor at Base of Trash Receptacles. Clean All Ledges And Benches. Remove Graffiti, Stickers, And Sticker/Glue Residue. Sanitize All Touch Points. Clean And Disinfect Refuse Rooms/Refuse Canister Housings. Wipe down & remove graffiti from housings.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick

Pick Effective Date:	7/16/2023
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Job#	Но	ours		RC#
NHDC028 Station North	23	00 - 0700		2762
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform. * - Southbound Side of Mezzanine Paid/Unpaid	Grand Central 42 St	456	R238	2300 -
*Scrubber Machine Duties- see below *Scrubber Machine Duties * - Southbound Side of Mezzanine Paid/Unpaid *Scrubber Machine Duties* - Southbound Platform	Grand Central 42 St	456	R238	2300 - 0230
Lunch	Grand Central 42 St	456	R238	0230 - 0300
Scrubber Machine Duties - R240 Overpass	Grand Central 42 St	456	R238	0300 - 0430
Clean Scrubber Machine and Tidy Scrubber Room (SB Plat & Mezz)	Grand Central 42 St	456	R238	0430 - 0530
** Perform General Duties** see below	Grand Central 42 St	456	R238	0530 - 0700
Report off duty.	Grand Central 42 St	456	R238	0700 -
 *Scrubber Machine Duties -Nightly: Complete pre-checklist. Prep work area: Scrap, Sweep, Dust mop and remove gum from floors. Prepare scrubber machine and machine clean. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners must perform general duties**** 				
**General Duties - If machines are out of service- Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean and polish interior/exterior elevator cabs & surfaces/panels. Remove scruff marks/stains/footprints from tile walls. Perform all listed General duties and additional tasks. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty."				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023
Job#	Но	Hours		
NHDC029 Station North	230	00 - 0700		2762
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform. * Scrubber Machine Duties - see below	Grand Central 42 St	456	R238	2300 -
*Prep Floor and Mop * - Mezzanine Control Area R241A and Escalator 203 & 204 Landing Mezzanine Area	Grand Central 42 St	7	R238	2300 - 0030
Lunch	Grand Central 42 St	7	R238	0030 - 0100
*Prep Floor and Mop * Underpass / Ramp Leading to 7 / Escalator 205 & 206 Landing	Grand Central 42 St	7	R238	0100 - 0230
Scrubber Machine Duties - Island Platform	Grand Central 42 St	7	R238	0230 - 0430
*Prep Floor and Mop * Escalator 207, 210 Landing	Grand Central 42 St	7	R238	0430 - 0530
Clean Scrubber Machine and Tidy Scrubber Room (Platform & 3rd Ave Exit).	Grand Central 42 St	7	R238	0530 - 0600
Perform General Duties	Grand Central 42 St	7	R238	0600 - 0700
Report off duty.	Grand Central 42 St	456	R238	0700 -
 *Scrubber Machine Duties -Nightly: Complete pre-checklist. Prep work area: Scrap, Sweep, Dust mop and remove gum from floors. Prepare scrubber machine and machine clean. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners must perform general duties**** 				
Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean and polish interior/exterior elevator cabs & surfaces/panels. Remove scruff marks/stains/footprints from tile walls. Perform all listed General duties and additional tasks. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 \$	STAC	Summer	Pick
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Pick Effective Date:	7/16/2023
Pick Effective Date:	//16/2023

Job#	Но	ours		RC#
NHDC030 Station North	23	00 - 0700		2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Fulton St	2 3	N098	2300 - 0300
*Scrubber Machine Duties-Island Platform All Stairway Landings, & 135 William Street Mezzanine Tile Floor and R114 Street Mezzanine Tile Floor. Major Duty Floors Nightly If Machine is Out of Service, Listed General Duties Will Be Performed.				
Lunch	Fulton St	2 3	N098	0300 - 0330
*Scrubber Machine Duties-N098 Paid Mezzanine & Passageway Floor. Control Areas N098, R113, R113A, R113B. Overpass Adjacent to SWs NS30, NS31, & NS36. Major Duty Floors Nightly Sweep & Remove Stains And Drag Marks From Stairway NS-28 & NS-29	Fulton St	2 3	N098	0330 - 0600
*Scrubber Machine Duties-Island Platform Stair backs & Unmanned Paid/Unpaid Mezzanines.	Fulton St	2 3	N098	0600 - 0700
Spot Mop ADA Tactile. Report off duty.	Fulton St	2 3	N098	0700 -
 *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean the island platform end-to-end where applicable, including passageways. Wet mop all areas inaccessible to the scrubber machine including stairway landings & Threads. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners will perform general duties. 				
Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings & Threads. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize touch points. Clean and disinfect refuse rooms/refuse housings. Wet Mop all stairway landings, threads, passageways/underpass, tunnels, mezzanines & corridors.				
*General Duties-If Scrubber Machines are out of service.				
Dust Mop & Remove Gum From Floors. Mop Entire Platform, Passageways And Mezzanine Floors. Mop All Stairway Landings & Threads. Deck Brush And Disinfect Gutters, Sanitary Bases And Platform Ends. Spot Clean ADA Tactile As Required. Empty, Disinfect And Clean Chrome Tops On All Trash Receptacles. Disinfect All Urine Areas. Clean Interior of Trash Receptacle Base And Remove Stains on Floor at Base of Trash Receptacles. Clean All Ledges And Benches. Remove Graffiti, Stickers, And Sticker/Glue Residue. Sanitize All Touch Points. Clean And Disinfect Refuse Rooms/Refuse Canister Housings. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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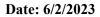
2023 STAC	Summer Pick
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Pick Effective Date: 7/16/2023
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Job#	Н	ours		RC#	
NHDC031 Station North	23	300 - 0700		2762	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform. * Scrubber Machine Duties - see below	14 St-Union Sq	456	R221	2300 - 0015	
*Scrap, Sweep, Mop & Utilize Scrubber Machine -Mezzanine Control Area (unpaid) R221 , 14th St 4th Ave NW exit, & A035 Including NB & SB Passageway leads to 15 St Exit.					
*Utilize Scrubber Machine- SB (4) Platform	14 St-Union Sq	456	R221	0015 - 0145	
Lunch	14 St-Union Sq	456	R221	0145 - 0215	
*Scrubber Machine NB (4) Platform	14 St-Union Sq	456	R221	0215 - 0430	
Clean Scrubber Machine and Room	14 St-Union Sq	456	R221	0430 - 0530	
Perform General Duties	14 St-Union Sq	456	R221	0530 - 0700	
Report Off Duty.	14 St-Union Sq	456	R221	0700 -	
 *Scrubber Machine Duties -Nightly: Complete pre-checklist. Prep work area: Scrap, Sweep, Dust mop and remove gum from floors. Prepare scrubber machine and machine clean. Wet mop all areas inaccessible to the scrubber machine including stairway landings Leading to Lower Platform/Upper Platform/Mezzanine/Street. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **General Duties - Nightly: If machines are out of service- Dust mop and remove gum from floors. Sweep and scrap platforms and mezzanine. Sweep and scrap stairways (NB Platform stairways leading to Upper / Lower platform). Mop entire platform and mezzanine floors. Mop all stairway landings leading to upper - Mezzanine an street level. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean and polish interior/exterior elevator cabs & surfaces/panels. Remove scruff marks/stains/footprints from tile walls. Perform all listed General duties and additional tasks. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." 					
 Major Duties – Nightly: Sun,Tues,Fri: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Mon,Wed,Sat: Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect Note: Task subject to change and/or chance. Spot clean ADA Tactile as needed 					
Deck brush & disinfect all gutters/sanitary bases/platform ends as needed throughout the station Wipe down all HPI Units, CAI, HEETS and MVM/MEM & Remove Dust. Clean all AFC equipment including turnstile heads and validators throughout the station					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick

Pick Effective Date: 7/	16/2023
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Job#	н	ours		RC#
NHDC032Station North	2300 - 0700		2762	
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform. * Scrubber Machine Duties - see below	14 St-Union Sq	N Q R W	A034	2300 - 0130
*Paid & Unpaid Mezzanine- A037 including passageway, Lower Mezzanine landing by RTO facility & NB and SB passageway lead to N,Q,R platforms -Scrap, Sweep, Mop- Perform General Duties- See Below				
Lunch	14 St-Union Sq	N Q R W	A034	0130 - 0200
*Scrubber Machine - (L) Island Platform	14 St-Union Sq	N Q R W	A034	0200 - 0400
Clean Scrubber Machine and Perform Major Duties- See Below	14 St-Union Sq	NQRW	A034	0400 - 0500
*Paid & Unpaid Mezzanine- A037 including passageway, Lower Mezzanine landing by RTO facility & NB and SB passageway lead to N,Q,R platforms -Scrap, Sweep, Mop	14 St-Union Sq	N Q R W	A034	0500 - 0600
Perform General Duties See below	14 St-Union Sq	N Q R W	A034	0600 - 0700
Report Off Duty.	14 St-Union Sq	NQRW	A034	0700 -
and machine clean. Wet mop all areas inaccessible to the scrubber machine including stairway landings Leading to Lower Platform/Upper Platform/Mezzanine/Street. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **General Duties - Nightly: If machines are out of service- Dust mop and remove gum from floors. Sweep and scrap platforms and mezzanine. Sweep and scrap stairways (NB Platform stairways leading to Upper / Lower platform). Mop entire platform and mezzanine floors. Mop all stairway landings leading to upper-mezzanine an street level. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean and polish interior/exterior elevator cabs & surfaces/panels. Remove scruff marks/stains/footprints from tile walls. Perform all listed General duties and additional tasks. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." Major Duties - Nightly: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Re				
***Elevator Duties- EL218 -Clean and polish elevators. Remove gum. Sweep, mop, and disinfect elevator floors. Wipe down interior and exterior panels/ ledges on all levels (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers, and sticker/glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom. **Escalator Duties- ESC 219 : Contact Elevator and Escalator Unit prior to cleaning, shutdown and restart, (212) 424-4497 Shutdown and clean [Escalator]. Remove gum and damp mop upper and lower landings. Clean and polish exterior and interior of Escalator panels. Clean adjacent tile walls. Remove graffiti, stickers, and sticker/glue residue.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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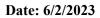
2023 STAC	Summer Pick
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Pick Effective Date: 7/16/2023
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Job#	H	Hours		
NHDC033 Station North	23	2300 - 0700		
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform. * Scrubber Machine Duties - see below	14 St-Union Sq	N Q R W	A034	2300 - 2400
*Unpaid Mezzanine-Scrap, Sweep, Mop (including A034 & E 16 St Control Areas)- Perform General Duties- See Below				
*Scrubber Machine NB (N,Q,R) Platform	14 St-Union Sq	N Q R W	A034	2400 - 0200
Lunch	14 St-Union Sq	N Q R W	A034	0200 - 0230
*Scrubber Machine SB (N,Q,R) Platform	14 St-Union Sq	N Q R W	A034	0230 - 0400
Clean Scrubber Machine and Perform Major Duties- See Below (Room Cleaning)	14 St-Union Sq	N Q R W	A034	0400 - 0500
*Performed General Duties - See Below	14 St-Union Sq	N Q R W	A034	0500 - 0700
Report Off Duty.	14 St-Union Sq	N Q R W	A034	0700 -
*Scrubber Machine Duties -Nightly: Complete pre-checklist. Prep work area: Scrap, Sweep, Dust mop and remove gum from floors. Prepare scrubber machine and machine clean. Wet mop all areas inaccessible to the scrubber machine including stairway landings Leading to Lower Platform/Upper Platform/Mezzanine/Street. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **General Duties - Nightly: If machines are out of service- Dust mop and remove gum from floors. Sweep and scrap platforms and mezzanine. Sweep and scrap stairways (NB Platform stairways leading to Upper / Lower platform). Mop entire platform and mezzanine floors. Mop all stairway landings leading to upper-mezzanine an street level. Deck brush and disinfect gutters, sanitary bases and platform ends. Spo clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean and polish interior/exterior clevatic casks & surfaces/panels. Remove scruff marks/stain/footprints from tile walls. Perform all listed General duties and additional tasks. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." Major Duties - Nightly: ***Elevator Duties-EL219, 220-Clean and Polish, Remove gum. Sweep, mop and disinfect elevator floors. Wipe down interior and exterior panel/ledges on all levels (street, mezzanine and platforms). Clean interior and exterior glass on all elevators in the station.				
CAI, HEETS and MVM/MEM & Remove Dust. Clean all AFC equipment including turnstile heads and validators throughout the station.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023	
Job#	Н	Hours			
NHDC034 Station North	2300 - 0700			2762	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform. * Scrubber Machine Duties - see below	Brooklyn Bridge City Hall	456	R210	2300 - 2400	
*Mezzanine Control Area R210A - MCU (Part time Paid & Unpaid) Scrap, Sweep, Mop- Perform General Duties					
*NB (4) platform - Utilize Scrubber Machine	Brooklyn Bridge City Hall	456	R210	2400 - 0130	
Lunch.	Brooklyn Bridge City Hall	456	R210	0130 - 0200	
*SB (4) platform - Utilize Scrubber Machine	Brooklyn Bridge City Hall	456	R210	0200 - 0430	
*Clean Scrubber Machine and Tidy Scrubber Room**	Brooklyn Bridge City Hall	456	R210	0430 - 0500	
Perform General Duties see below	Brooklyn Bridge City Hall	456	R210	0500 - 0700	
Report Off Duty.	Brooklyn Bridge City Hall	456	R210	0700 -	
Complete pre-checklist. Prep work area: Scrap, Sweep, Dust mop and remove gum from floors. Prepare scrubber machine and machine clean. Wet mop all areas inaccessible to the scrubber machine including stairway landings Leading to Lower Platform/Upper Platform/Mezzanine/Street. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. **If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **General Duties - If machines are out of service- Dust mop and remove gum from floors. Sweep and scrap platforms and mezzanine. Sweep and scrap stairways (NB Platform stairways leading to Upper / Lower platform). Mop entire platform and mezzanine floors. Mop all stairway landings leading to upper-mezzanine an street level. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean and polish interior/exterior clevator cabs & surfaces/panels. Remove scruff marks/stains/footprints from tile walls. Perform all listed General duties and additional tasks. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." Major Duties - Nightly: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loosed debris					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick Pick Effective Date: 7/16/2023 Hours Job# RC# NHDC035 2300 - 0700 **Station North** 2765 HOURS **INSTRUCTIONS STATION** LINE BOOTH Sunday-Saturday Wall St R203 2300 - 0030 Report On Duty In Full Uniform. 45 *Scrubber Machine Duties-Northbound Platform Wet Mop All Areas Inaccessible to Machine Major Duty Floors Nightly If Machine is Out of Service, Listed General Duties Will Be Performed. *Scrubber Machine Duties- Southbound Platform R203 Wall St 45 0030 - 0230 Wet Mop All Areas Inaccessible to Machine. R203 0230 - 0300 Wall St 45 Lunch 4 5 R203 0300 - 0500 Wall St *Scrubber Machine Duties-R203 Paid/Unpaid Mezzanine. Wet Mop All Areas Inaccessible to Machine. Major Duty Floors Nightly. *Scrubber Machine Duties-NE and SE Underpass & Passageway to Equitable Building/Chase Manhattan Wall St 4 5 R203 0500 - 0700 Spot Mop ADA Tactile 0700 -Wall St 4 5 R203 Report Off Duty. *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean the island platform end-to-end where applicable. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners will perform general duties. Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize touch points. Clean and disinfect refuse rooms/refuse housings. Wet Mop: stairway & landings, including threads, passageways/underpass, tunnels, mezzanines & corridors. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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Pick Effective Date:	7/16/2023
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Job#	н	RC#			
NHDC036 Station North	2300 - 0700			2765	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Thursday					
Report On Duty In Full Uniform.	Bowling Green	4 5	R200A	2300 - 0200	
*Scrubber Machine Duties-Southbound Platform and R202K Mezzanine, Sweep All Street & Mezzanine Stairways. Major Duty Floors Nightly.					
If Machine is Out of Service, Listed General Duties Will Be Performed.					
Lunch	Bowling Green	4 5	R200A	0200 - 0230	
*Scrubber Machine Duties- Northbound Platform. Machine Clean Terrazzo & Quarry Tile Floors in R201 Mezzanine. Major Duty Floors Nightly	Bowling Green	4 5	R200A	0230 - 0600	
*Scrubber Machine Duties-Wash R202K Landmark Mezzanine & Stairways of South-end of Southbound Platform.	Bowling Green	4 5	R200A	0600 - 0700	
Report Off Duty.	Bowling Green	4 5	R200A	0700 -	
 *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean the island platform end-to-end where applicable, including Passageways. Wet mop all areas inaccessible to the scrubber machine including stairway landings & Threads. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners will perform general duties. Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize touch points. Clean and disinfect refuse rooms/refuse housings. Wet Mop: 					
stairway & landings, including threads, passageways/underpass, tunnels, mezzanines & corridors. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC	Summer	Pick
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Pick Effective Date:	7/16/2023
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Job#	н	Hours					
NHDC037 Station North	2.	2300 - 0700			2300 - 0700 276		2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS			
Sunday-Thursday							
Report On Duty In Full Uniform.	Bowling Green	4 5	R200A	2300 - 0100			
*Scrubber Machine Duties-Northbound Platform, R200AK Mezzanine. R201 Mezzanine & Northbound Mezzanine Area. Major Duty Floors Nightly.							
If Machine is Out of Service, Listed General Duties Will Be Performed.							
Lunch	Bowling Green	4 5	R200A	0100 - 0130			
*Scrubber Machine Duties- Southbound Platform. Machine Clean Terrazzo & Quarry Tile Floors in R201 Mezzanine. Major Duty Floors Nightly	Bowling Green	4 5	R200A	0130 - 0500			
*Scrubber Machine Duties-R201 Top Mezzanine Area & Stairways, Paid & Unpaid Mezzanines (Lower & Upper)	Bowling Green	4 5	R200A	0500 - 0700			
Report Off Duty.	Bowling Green	4 5	R200A	0700 -			
*Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean the island platform end-to-end where applicable, Including Passageways. Wet mop all areas inaccessible to the scrubber machine including stairway landings & Threads. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/on Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. ***** If station CTA job is not covered, HDC Cleaners will perform general duties.	or						
Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. M all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize touch points. Clean and disinfect refuse rooms/refuse housings. Wet Mop: stairway & landings, including threads, passageways/underpass, tunnels, mezzanines & corridors. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.	Лор						
*General Duties-If Scrubber Machines Out of Service Dust Mop & Remove Gum From Floors. Mop Entire Platform, Passageways And Mezzanine Floors. Mop All Stairway Landings & Threads. Deck Brush And Disinfect Gutters, Sanitary Bases And Platform Ends. Spot Clean ADA Tactile As Required. Empty, Disinfect And Clean Chrome Tops On All Trash Receptacles. Disinfect All Urine Areas. Clean Interior Trash Receptacle Base And Remove Stains on Floor at Base of Trash Receptacles. Clean All Ledges And Benches. Remo Graffiti, Stickers, And Sticker/Glue Residue. Sanitize All Touch Points. Clean And Disinfect Refuse Rooms/Refuse Canist Housings.	of ove						

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick		Pick Effective Date:		
Job#		Hours		RC#
NHDC0383A Station North		2300 - 0700		2756
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	110 St	6	R254	2300 -
NOTE: In the absence of coverage for Non-HDC job, perform all listed duties, including General Duties at both stations.				
*Scrubber Machine Duties - see below	110 St	6	R254	2300 - 0300
Lunch	110 St	6	R254	0300 - 0330
*Scrubber Machine Duties - see below	110 St	6	R254	0330 - 0530
Major Duties - see below	110 St	6	R254	0530 - 0700
Report off duty.	110 St	6	R254	0700 -
 *Scrubber Machine Duties -Nightly: Complete pre-checklist. Prep work area: Scrap, Sweep, Dust mop and remove gum from floors. Prepare scrubber machine and machine clean all platforms, including mezzanines. Wet mop all areas inaccessible to the scrubber machine including stairway landings Leading to Upper Platform/Mezzanine/Street. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. NOTE: * In lieu machines are out of service: mop all platforms and perform all listed Duties. **General Duties-If Scrubber Machines are out of service: Dust mop and remove gum from floors. Sweep and scrap platform and mezzanine. Sweep and scrap stairways (SB Platform stairways leading to Upper platform). Mop entire platform and mezzanine floors. Mop all stairway landings leading to upper mezzanine an street level. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean and polish interior/exterior elevator cabs & surfaces/panels. Remove scruff marks/stains/footprints from tile walls. Perform all listed General duties and additional tasks. Major Duties – Nightly: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debri	5			
 Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Refuse Room/Housings- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Platforms/Mezzanines: Remove all unsanitary conditions, remove stains, drag marks, spills and scruff marks on floors and tile walls. Deck brush & disinfect all gutters/sanitary bases/platform ends as needed throughout the station Wipe down all digital panels, HPI Units, CAI, HEETS and MVM/MEM & Remove Dust. Clean all AFC equipment including turnstile heads and validators throughout the station Re-Inspect entire station to address cleanliness conditions towards the end of the tour & or before going off-duty. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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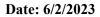


2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023
Job#		Hours		RC#
NHDC040 Station North		2300 - 0700		2756
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	96 St	6	R251	2300 -
NOTE: In the absence of covergare for Non-HDC job, perform all listed duties, including General Duties at both stations.				
*Scrubber Machine Duties - see below	96 St	6	R251	2300 - 0300
Lunch	96 St	6	R251	0300 - 0330
*Scrubber Machine Duties - see below	96 St	6	R251	0340 - 0530
Major Duties - see below	96 St	6	R251	0540 - 0700
Report off duty. *Scrubber Machine Duties -Nightly: Complete pre-checklist. Prep work area: Scrap, Sweep, Dust mop and remove gum from floors. Prepare scrubber machine and machine clean all platforms, including mezzanines. Wet mop all areas inaccessible to the scrubber machine including stairway landings Leading to Upper Platform/Mezzanine/Street. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. NOTE: * In lieu machines are out of service mop all platforms and perform all listed Duties. **General Duties-If Scrubber Machines are out of service: Dust mop and remove gum from floors. Sweep and scrap platforms and mezzanine. Sweep and scrap stairways (SB Platform stairways leading to Upper platform). Mop entire platform and mezzanine floors. Mop all stairway landings leading to upper mezzanine and street level. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean and polish interior/exterior elevator cabs & surfaces/panels. Remove scruff marks/stains/footprints from tile walls. Perform all listed General duties and additional tasks.	96 St	6	R251	0700 -
Major Duties – Nightly: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Refuse Room/Housings- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Platforms/Mezzanines: Remove all unsanitary conditions, remove stains, drag marks, spills & scruff-marks on floors & tile walls. Re-Inspect entire station to address cleanliness conditions towards the end of the tour & or before going off-duty.				

Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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job Intro Lot Lot Lot Lot NBTRUE TION STATUON LAR ROUT 10008 Sendor-Data 11 St 0 R24 2010-1020 "Ager Change Data:- see below 11 St 0 R24 2010-1020 "Sendor-Data 11 St 0 R24 2010-1020 "Sendor-Data 11 St 0 R24 2020-1020 "Sendor-Data 11 St 0 R24 2020-0200 "Sendor-Data 11 St 0 R24 2020-0200 "Chernel Data-See below 11 St 0 R242 1000-0700 "Sendor Males-Chene Detas 11 St 0 R242 1000-0700 Sendor Males-Chene Detas 11 St 0 R242 1000-0700 "Sendor Males-Chene Detas 11 St 0 R242 1000-0700 "Sendor Males-Chene Detas R240 11 St 0 R242 1000-0700 "Sendor Males-Chene Detas R240 R240 R2400	2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023
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Inspect station for unsmitury conditions and correct. Sweep Stairways, Serm R242, R242AK, R243 Mezzanines And Undergas, Serep NB And SP Battforms, Disinfect All Urine Areas. Empty All Trash Receptacles. Clean R242 Employee's Toilet And Facility Room, Restock Tissue, Towels And Soop, Remove Paper And Debris In Magnets Of Emergency Gates. Sweep all stairs (platform, mezzanine, and street). Complete pro-checklist. **Pat machine on charge, Tidy scrubber room, scrubber machine and machine ellen. Wet mog all areas inaccessible to the sentber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Pat machine on charge, Tidy scrubber room, **Ensure distilled water is filled in scrubber machine battery cell if applicable and the 'stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash. Supervisor to perform other task including but not limited to removing excess water with scrubber machine. ***If of Mobile Wash is on the station upon arriving and departing each station you are assigned to clean during your tour of duty." ***Scrubber Machine Duties-Daily Major Cleaning (2400-0130) Sun: Deck brush Abucket wash all gutters, bases, platform ends throughout station. The: Bucket wash white ceramic tiles in underpass to E Line Wed: Clean And Polish Stainless Steel Railings At Stairways P1, Over Es 252, Columns At R242Ak, Satirway P2. Thu: Clean And Organize Scrubber Rooms NB And S/I. Fri: R242Ak. A Mog Fitting Qurry Tile Floor In Mezzanine - Include Stairways. Sat: Bucket Wash White Ceramic Tile Walls Located In Underpass To "E" Line. Remove All Graffiti And Stickers Overhead Major Cleaning(10300-0600) Sun: ToceTanLoubs Mop And Remove Gum From Tile Floor Southbound Platform, R242 Mezzanine And Underpass. Machine: Clean Southbound Platform, R242 Mezzanine And Underpass. Machine: Clean Machine After Use, Put On Charge, Clean Scroubber Rooms. Mow Wed/Fri:Dust Mop And	*General Duties-Nightly				
Toilet 'And Facility' Room, Restock Tissue, Towels And Soap, Remove Paper And Debris In Magnets Of Emergency Gates. Sweep all stairs (platform, mezzanine, and street). Complete pre-checklist, Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean. Wet mop all areas inaccesible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist, *Pett machine on charge. Tidy scrubber room. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash is on the station pressure mashing and the Type' button is not engaged while charging. ***If Mobile Wash is on the station pressure mash perform general duties. *** If station CTA job is not covered, HDC Cleaners must perform general duties. **** If station CTA job is not covered, HDC Cleaners must perform general duties. **** If station CTA job is not covered, HDC Cleaners must perform general duties. **** If station CTA job is not covered, HDC Cleaners must perform general duties. **** If station CLeaning and departing each station you are assigned to clean during your tour of duty.* **Scrubber Machine Duties-Daily Major Cleaning(2400-0130) Sun: Deck brush // Deck wash all gutters, bases, platform ends throughout station. Tue: Glean And Organize Scrubber Rooms NFB And S/B. Fri: R242Ak - Mop Entire Quarry Tile Floor In Mezzanine - Include Stairways. Stat: Bucket wash White ceramic He walls Located In Underpass To *E'' Line. Remove All Graffiti And Stickers Overhead Major Cleaning(3000-0600) Sun Tile Flows Mop And Remove Gum From Tile Floor Southbound Platform, R242 Mezzanine And Underpass. MowWedTr:/Dust Mop And Remove Gum From Tile Floor Southbound Platform And 224 Mezzanine. MowWedTr:/Dust Mop And Remove Gum From Tile Floor Southbound Platform And 224 Mezzanine. MowWedTr:/Dust Mop And Remove Gum From Tile Floor Southbound Platform And 224 Mezzanine. MowWedTr:/Dust Mop And Remove Clean Scuthbound Platform And R	Inspect station for unsanitary conditions and correct. Sweep Stairways, Scrap R242, R242AK, R243 Mezzanines And				
Room. Restock Tissue, Towels And Soap, Remove Paper And Debris In Magnets Of Emergency Cates. Sweep all stains (platform, merzuniee, and stree). Complete proce-heckkilst, **Patt machine mog and remove gum from floors. Prepare scrubber machine after use. Complete post-checkkilst, **Patt machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. **Ensure distilled water is filled in scrubber machine, battery cell if applicable and the "stop" button is not engaged while charging. **Ensure distilled water is filled in scrubber machine, battery cell if applicable and the "stop" button is not engaged while charging. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. **Ensure distilled water is filled in scrubber form general duties. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." **Scrubber Machine Duties-Daily Major Cleaning (2400-0130) Sun: Deck hrush /bucket wash all gutters, bases, platform ends throughout station. Tue: Buckt wash white cernme tills in underpass to E Line Wedt: Clean And Polish Stainless Steel Railings At Stairways P1, Over Es 252, Columns At R242Ak, Stairway P2. Thu: Clean And Organize Scrubber Rooms NB And SB. Fri: R242Ak - Mop Entire Quarry Tile Floor Southbound Platform, R242 Mezzanine And Underpass. Machine Clean Southbound Platform, R242 Mezzanine And Underpass To 'E' Line. Remove All Graffiti And Stickers Overhead Major Cleaning:(300-0600) Sun Tue(Thu:Dust Mop And Remove Gum From Tile Floors Surbboer Rooms. Mon?Wedfrict/Dust Mop And Remove Gum From Tile F					
(platform, mezzanine, and street). Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. ***Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ****If Mebile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. ****I flation CTA job is not covered, HDC Cleaners must perform general duties. ****I flation CLeaning:(2400-0130) Sun: Deck brush bucket wash all gutters, bases, platform ends throughout station. Tue: Bucket wash white ceramic tites in underpass to E Line Wed: Clean And Polish Statiness Steel Railings At Stairways P1, Over Es 252, Columns At R242Ak, Stairway P2. Thu: Clean And Organize Scrubber Rooms NB And S/B. Fri: R242Ak - Mop Entire Quarry Tile Floor In Mezzanine - Include Stairways. Sut: Bucket Wash White Ceramic Tile Floor In Mezzanine - Include Stairways. Stat: Bucket Wash White Ceramic Tile Floor In Mezzanine - Include Stairways. Stat: Bucket Wash White Ceramic Tile Floor Southbound Platform, R242 Mezzanine And Underpass. Machine Clean State Machine After Use, Put On Charge. Clean Scrubber Rooms. Mon/Wed/Fri:Dust Mop And Remove Gum From Tile Floor Southbound Platform And R243 Mezzanine. Machine Clean Southbound Platform, R244 Mezzanine And Underpass. Wet Mop Areas Inaccessible To Machine. Secure And Clean Machine After Use, Put On Charge.					
Secure and clean machine after use. Complete post-checklist. **Ptu machine on charge. Tidy scrubber room. **Tisner distilled water is filled in scrubber machine battery cell if applicable and the *stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners must perform general duties. **** If station CTA job is not covered, HDC Cleaners must perform general duties. **** If station CTA index upon arriving and departing each station you are assigned to clean during your tour of duty." **Scrubber Machine Duties-Daily Major Cleaning;(2400-0130) Sun: Deck brush /bucket wash all gutters, bases, platform ends throughout station. Tue: Bucket wash white ceramic tiles in underpass to E Line Wed: Clean And Organize Scrubber Rooms N/B And S/B. Fri: R242Ak. Moje Entire Quarry Tile Floor In Mezzanine - Include Statirways. Sat: Bucket Wash White Ceramic Tile Walls Located In Underpass To "E" Line. Remove All Graffiti And Stickers Overhead Major Cleaning;(0300-6600) Sun/Tue/Thu:/Dust Mop And Remove Gum From Tile Floor Southbound Platform, R242 Mezzanine And Underpass. Machine Clean Southbound Platform, R242 Mezzanine And Underpass. Wet Mop Areas Inaccessible To Machine. Secure And Clean Machine After Use, Put On Charge. Clean Scrubber Rooms. Mon?wcdFri.Dust Mop And Remove Gum From Tile Floor Southbound Platform, R243 Mezzanine. Machine Clean Southbound Platform, R242 Mezzanine And Underpass. Wet Mop Areas Inaccessible To Machine. Secure And Clean Machine After Use, Put On Charge. Clean Scrubber Rooms. Sat:Wet Mop Street Stairways R242 And R243 Mezzanine. Wet Mop Any Stains. Remove All Gum From N/B And S/B Underpass Quarry Tile Floors. **Bathroom duties: Employee?Public Toilet Duties Clean Men and Wormen public toilets: Wipe down all surfaces- walls, modest	(platform, mezzanine, and street). Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare				
Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. *If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. ***If Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. ***If station CTA job is not covered, HDC Cleaners must perform general duties. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." ***Great Machine Duties-Daily Major Cleaning(2400-0130) Sun: Deck brush, /bucket wash all gutters, bases, platform ends throughout station. Tue: Clean And Polish Stainless Steel Railings At Stainways P1, Over Es 252, Columns At R242Ak, Stainway P2. Thu: Clean And Organize Scrubber Rooms N/B And S/B. Fri: R242Ak - Mop Entire Quarry Tile Floor In Mczranine - Include Stairways. Sat: Bucket Wash White Ceramic Tile Walls Located In Underpass To "E" Line. Remove All Graffiti And Stückers Overhead Major Cleaning:(0300-0600) SunTuer/Thu:Dust Mop And Remove Gum From Tile Floor Southbound Platform, R242 Mezzanine And Underpass. Machine. Scene And Clean Machine After Use, Put On Charge. Clean Scrubber Rooms. Mon?Wed/Fri:Dust Mop And Remove Gum From Tile Floor Southbound Platform And R243 Mezzanine. Machine After Use, Put On Charge. Clean Scrubber Rooms. Mon?Wed/Fri:Dust Mop And Remove Gum From Tile Floor Southbound Platform And R243 Mezzanine. Machine. Scene And Clean Machine After Use, Put On Charge. Clean Scrubber Rooms. Mon?Wed/Pri:Dust Mop And Remove Gum From Tile Floor Southbound Platform And R243 Mezzanine. Machine. Scene And Clean Machine After Use, Put On Charge. Clean Scrubber					
 charging. ****If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. ****If fastation CTA job is not covered, HDC Cleaners must perform general duites. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." **Scrubber Machine Duties-Daily Major Cleaning;(2400-0130) Sun: Deck brush /bucket wash all gutters, bases, platform ends throughout station. Twe: Bucket wash white ceramic tiles in underpass to E Line Wed: Clean And Polish Stainless Steel Railings At Stairways P1, Over Es 252, Columns At R242Ak, Stairway P2. Thu: Clean And Organize Scrubber Rooms N/B And S/B. Fri: R242Ak. Moje Entire Quarry Tile Floor In Mezzanine - Include Stairways. Sat: Bucket Wash White Ceramic Tile Walls Located In Underpass To "E" Line. Remove All Graffiti And Stickers Overhead Major Cleaning;(0300-0600) Sum/Tuce/Thu:Dust Mop And Remove Gum From Tile Floor Southbound Platform, R242 Mezzanine And Underpass. Machine Clean Southbound Platform, R242 Mezzanine And Underpass. Wet Mop Areas Inaccessible To Machine. Secure And Clean Machine After Use, Put On Charge. Clean Scrubber Rooms. Mol/Wed/Fri.Dust Mop And Remove Gum From Tile Floor Southbound Platform, R243 Mezzanine. Machine Clean Southbound Platform, R242 Mezzanine And Underpass. Wet Mop Areas Inaccessible To Machine After Use, Put On Charge. Clean Scrubber Rooms. Sat: Wet Mop Street Stairways R242 And R243 Mezzanine. Mucket Mop Street Stairways R242 And R243 Mezzanine. Wet Mop Arest Stairways R242 And R243 Mezzanine. Wet Mop Arest Stairways R242 And R243 Mezzanine. **Bathroom duties: Employee/Public Toile Duties Clean Men and Women public toil					
Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. ***** If station CTA job is not covered, HDC Cleaners must perform general duties. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." ***Scrubber Machine Duties-Daily Major Cleaning:(2400-0130) Sun: Deck brush /bucket wash all gutters, bases, platform ends throughout station. Tue: Bucket wash white ceramic tiles in underpass to E Line Wed: Clean And Polish Stainless Steel Railings At Stairways P1, Over Es 252, Columns At R242Ak, Stairway P2. Thu: Clean And Organize Scrubber Rooms N/B And S/B. Fri: R242Ak - Mop Entire Quarry Tile Floor In Mezzanine - Include Stairways. Sat: Bucket Wash White Ceramic Tile Walls Located In Underpass To "E' Line. Remove All Graffiti And Stickers Overhead Major Cleaning:(3000-0600) Sum/Tue/Thu-Dust Mop And Remove Gum From Tile Floor Southbound Platform, R242 Mezzanine And Underpass. Morklein: Clean Southbound Platform, R242 Mezzanine And Underpass. Wet Mop Areas Inaccessible To Machine. Sceure And Clean Machine After Use, Put On Charge. Clean Scrubber Rooms. Mor/Wed/Tri:Dust Mop And Remove Gum From Tile Floor Southbound Platform, R243 Mezzanine. Machine Clean Southbound Platform, R242 Mezzanine And Underpass. Mon/Wed/Tri:Dust Mop And Remove All Gum From NB And S/B	charging.				
**** If station ČTA job is not covered, HDC Cleaners must perform general duties. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." **Scrubber Machine Duties-Daily Major Cleaning:(2400-0130) Sun: Deck brush, /bucket wash all gutters, bases, platform ends throughout station. Tue: Bucket wash white ceramic tiles in underpass to E Line Wed: Clean And Polish Stainless Steel Railings At Stairways P1, Over Es 252, Columns At R242Ak, Stairway P2. Thu: Clean And Organize Scrubber Rooms N/B And S/B. Fri: R242Ak - Mop Entire Quarry Tile Floor In Mezzanine - Include Stairways. Sat: Bucket Wash White Ceramic Tile Walls Located In Underpass To "E" Line. Remove All Graffiti And Stickers Overhead Major Cleaning:(0300-0600) Sun'Tue/Thu:Dust Mop And Remove Gum From Tile Floor Southbound Platform, R242 Mezzanine And Underpass. Machine Clean Southbound Platform, R242 Mezzanine And Underpass. Wet Mop Areas Inaccessible To Machine: Sceure And Clean Machine After Use, Put On Charge. Clean Scrubber Rooms. Mon/Wed/Fri:Dust Mop And Remove Gum From Tile Floor Southbound Platform And R243 Mezzanine. Machine Clean Southbound Platform, R242 Mezzanine And Underpass. Wet Mop Areas Inaccessible To Machine. Secure And Clean Machine After Use, Put On Charge. Clean Senabber Rooms. Mon/Wed/Fri:Dust Mop And Remove All Gum From NiB And S/B Underpass Quarry Tile Floors. ***Bathroom duties: Employee/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean come dord Guard Guard Guard Guard Surgers and holders. Clean struber Rooms down dry					
 "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." **Scrubber Machine Duties-Daily Major Cleaning:(2400-0130) Sun: Deck brush /bucket wash all gutters, bases, platform ends throughout station. Tue: Bucket wash white ceramic tiles in underpass to E Line Wed: Clean And Polish Stainless Steel Railings At Stairways P1, Over Es 252, Columns At R242Ak, Stairway P2. Thu: Clean And Organize Scrubber Rooms N/B And S/B. Fri: R242Ak. Mop Entire Quarry Tile Floor In Mezzanine - Include Stairways. Sat: Bucket Wash White Ceramic Tile Walls Located In Underpass To "E" Line. Remove All Graffiti And Stickers Overhead Major Cleaning:(0300-0600) Sum/Tue/Thu:Dust Mop And Remove Gum From Tile Floor Southbound Platform, R242 Mezzanine And Underpass. Machine Clean Southbound Platform, R242 Mezzanine And Underpass. Mon/Wed/Fni:Dust Mop And Remove Gum From Tile Floor Southbound Platform And R243 Mezzanine. Machine Clean Southbound Platform, R242 Mezzanine. Mon/Wed/Fni:Dust Mop And Remove Gum From Tile Floor Southbound Platform And R243 Mezzanine. Machine Clean Southbound Platform, R242 Mezzanine. Mon/Wed/Fni:Dust Mop And Remove Gum From Tile Floor Southbound Platform And R243 Mezzanine. Machine Clean Southbound Platform, R242 Mezzanine. Mon/Wed/Fni:Dust Mop And Remove Gum From Tile Floor Southbound Platform And R243 Mezzanine. Machine Secure And Clean Machine After Use, Put On Charge. Clean Scrubber Rooms. Sat:Wet Mop Street Stairways R242 And R243 Mezzanine. Wet Mop Any Stains. Remove All Gum From N/B And S/B Underpass Quarry Tile Floors. **Bathroom duties: Employee/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bo					
Major Cleaning;(2400-0130) Sun: Deck brush / bucket wash all guters, bases, platform ends throughout station. Tue: Bucket wash white ceramic tiles in underpass to E Line Wed: Clean And Polish Stainless Steel Railings At Stairways P1, Over Es 252, Columns At R242Ak, Stairway P2. Thu: Clean And Organize Scrubber Rooms N/B And S/B. Fri: R242Ak - Mop Entire Quarry Tile Floor In Mezzanine - Include Stairways. Sat: Bucket Wash White Ceramic Tile Walls Located In Underpass To "E" Line. Remove All Graffiti And Stickers Overhead Major Cleaning;(0300-0600) Sun/Tue/Thu:Dust Mop And Remove Gum From Tile Floor Southbound Platform, R242 Mezzanine And Underpass. Machine Clean Southbound Platform, R242 Mezzanine And Underpass. Wet Mop Areas Inaccessible To Mon/Wed/Fri:Dust Mop And Remove Gum From Tile Floor Southbound Platform And R243 Mezzanine. Machine Clean Southbound Platform, R242 Mezzanine And Underpass. Wet Mop Areas Inaccessible To Machine. Secure And Clean Machine After Use, Put On Charge. Clean Scrubber Rooms. Mon/Wed/Fri:Dust Mop And Remove Gum From Tile Floor Southbound Platform, R242 Mezzanine. Machine. Secure And Clean Machine After Use, Put On Charge. Clean Scrubber Rooms. Sat:Wet Mop Street Stairways R242 And R243 Mezzanine. Wet Mop Any Stains. Remove All Gum From N/B And S/B Underpass Quarry Tile Floors. **Bathroom duties: Employee/Public Toilet					
Major Cleaning;(2400-0130) Sun: Deck brush / bucket wash all guters, bases, platform ends throughout station. Tue: Bucket wash white ceramic tiles in underpass to E Line Wed: Clean And Polish Stainless Steel Railings At Stairways P1, Over Es 252, Columns At R242Ak, Stairway P2. Thu: Clean And Organize Scrubber Rooms N/B And S/B. Fri: R242Ak - Mop Entire Quarry Tile Floor In Mezzanine - Include Stairways. Sat: Bucket Wash White Ceramic Tile Walls Located In Underpass To "E" Line. Remove All Graffiti And Stickers Overhead Major Cleaning;(0300-0600) Sun/Tue/Thu:Dust Mop And Remove Gum From Tile Floor Southbound Platform, R242 Mezzanine And Underpass. Machine Clean Southbound Platform, R242 Mezzanine And Underpass. Wet Mop Areas Inaccessible To Mon/Wed/Fri:Dust Mop And Remove Gum From Tile Floor Southbound Platform And R243 Mezzanine. Machine Clean Southbound Platform, R242 Mezzanine And Underpass. Wet Mop Areas Inaccessible To Machine. Secure And Clean Machine After Use, Put On Charge. Clean Scrubber Rooms. Mon/Wed/Fri:Dust Mop And Remove Gum From Tile Floor Southbound Platform, R242 Mezzanine. Sat:Wet Mop Street Stairways R242 And R243 Mezzanine. Wet Mop Any Stains. Remove All Gum From N/B And S/B Underpass Quarry Tile Floors. **Bathroom duties: Employee/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric h	**Sambler Mashing Duties Daily				
Sun: Deck brush /bucket wash all gutters, bases, platform ends throughout station. Tue: Bucket wash white ceramic tiles in underpass to E Line Wed: Clean And Polish Stainless Steel Railings At Stairways P1, Over Es 252, Columns At R242Ak, Stairway P2. Thu: Clean And Organize Scrubber Rooms N/B And S/B. Fri: R242Ak Mop Entire Quarry Tile Floor In Mezzanine - Include Stairways. Sat: Bucket Wash White Ceramic Tile Walls Located In Underpass To "E" Line. Remove All Graffiti And Stickers Overhead Major Cleaning:(0300-0600) Sun/Tue/Thu:Dust Mop And Remove Gum From Tile Floor Southbound Platform, R242 Mezzanine And Underpass. Machine Clean Southbound Platform, R242 Mezzanine And Underpass. Wet Mop Areas Inaccessible To Machine. Sceure And Clean Machine After Use, Put On Charge. Clean Scrubber Rooms. Mon/Wed/Fri:Dust Mop And Remove Gum From Tile Floor Southbound Platform And R243 Mezzanine. Machine Clean Southbound Platform, R242 Mezzanine And Underpass. Wet Mop Areas Inaccessible To Machine. Sceure And Clean Machine After Use, Put On Charge. Clean Scrubber Rooms. Mon/Wed/Fri:Dust Mop And Remove Gum From Tile Floor Southbound Platform And R243 Mezzanine. Machine Clean Southbound Platform, R242 Mezzanine And Underpass. Wet Mop Areas Inaccessible To Machine. Secure And Clean Machine After Use, Put On Charge. Clean Scrubber Rooms. Sat:Wet Mop Street Stairways R242 And R243 Mezzanine. Wet Mop Any Stains. Remove All Gum From N/B And S/B Underpass Quarry Tile Floors. **Bathroom duties: Employee/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holdelses. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed. Allow bathroom to dry					
Wed: Clean And Polish Stainless Steel Railings At Stairways P1, Over Es 252, Columns At R242Ak, Stairway P2. Stairway P3. Fri: R242Ak - Mop Entire Quarry Tile Floor In Mezzanine - Include Stairways. Sat: Bucket Wash White Ceramic Tile Walls Located In Underpass To "E" Line. Remove All Graffiti And Stickers Overhead Major Cleaning:(0300-0600) Sun/Tue/Thu:Dust Mop And Remove Gum From Tile Floor Southbound Platform, R242 Mezzanine And Underpass. Machine Clean Southbound Platform, R242 Mezzanine And Underpass. Wet Mop Areas Inaccessible To Machine. Secure And Clean Machine After Use, Put On Charge. Clean Scrubber Rooms. Mon/Wed/Fri:Dust Mop And Remove Gum From Tile Floor Southbound Platform And R243 Mezzanine. Machine Clean Southbound Platform, R242 Mezzanine And Underpass. Wet Mop Areas Inaccessible To Machine. Secure And Clean Machine After Use, Put On Charge. Clean Scrubber Rooms. Mon/Wed/Fri:Dust Mop And Remove Gum From Tile Floor Southbound Platform And R243 Mezzanine. Machine Clean Southbound Platform, R242 Mezzanine. Wet Mop Any Stains. Remove All Gum From N/B And S/B Underpass Quarry Tile Floors. ***Bathroom duties: Employee/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop	Sun: Deck brush /bucket wash all gutters, bases, platform ends throughout station.				
Stairway P2. Thu: Clean And Organize Scrubber Rooms N/B And S/B. Fri: R242Ak - Mop Entire Quarry Tile Floor In Mezzanine - Include Stairways. Sat: Bucket Wash White Ceramic Tile Walls Located In Underpass To "E" Line. Remove All Graffiti And Stickers Overhead Major Cleaning:(0300-0600) Sun/Tue/Thu:Dust Mop And Remove Gum From Tile Floor Southbound Platform, R242 Mezzanine And Underpass. Machine Clean Southbound Platform, R242 Mezzanine And Underpass. Wet Mop Areas Inaccessible To Machine. Secure And Clean Machine After Use, Put On Charge. Clean Scrubber Rooms. Mon/Wed/Fri:Dust Mop And Remove Gum From Tile Floor Southbound Platform And R243 Mezzanine. Machine Clean Southbound Platform, R242 Mezzanine And Underpass. Wet Mop Areas Inaccessible To Machine. Secure And Clean Machine After Use, Put On Charge. Clean Scrubber Rooms. Mon/Wed/Fri:Dust Mop And Remove Gum From Tile Floor Southbound Platform And R243 Mezzanine. Machine Clean Southbound Platform, R242 Mezzanine And Underpass. Wet Mop Areas Inaccessible To Machine. Secure And Clean Machine After Use, Put On Charge. Clean Scrubber Rooms. Sat:Wet Mop Street Stairways R242 And R243 Mezzanine. Wet Mop Any Stains. Remove All Gum From N/B And S/B Underpass Quarry Tile Floors. **Bathroom duties: Employee/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toile towl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed. Allow bathroom to dry					
Thu: Clean And Organize Scrubber Rooms N/B And S/B. Fri: R242Ak - Mop Entire Quarry Tile Floor In Mezzanine - Include Stairways. Sat: Bucket Wash White Ceramic Tile Walls Located In Underpass To "E" Line. Remove All Graffiti And Stickers Overhead Major Cleaning:(0300-0600) Sun/Tue/Thu:Dust Mop And Remove Gum From Tile Floor Southbound Platform, R242 Mezzanine And Underpass. Machine Clean Southbound Platform, R242 Mezzanine And Underpass. Wet Mop Areas Inaccessible To Machine. Secure And Clean Machine After Use, Put On Charge. Clean Scrubber Rooms. Mon/Wed/Fri:Dust Mop And Remove Gum From Tile Floor Southbound Platform And R243 Mezzanine. Machine Clean Southbound Platform, R242 Mezzanine And Underpass. Wet Mop Areas Inaccessible To Machine. Secure And Clean Machine After Use, Put On Charge. Clean Scrubber Rooms. Mon/Wed/Fri:Dust Mop And Remove Gum From Tile Floor Southbound Platform And R243 Mezzanine. Machine Clean Southbound Platform, R242 Mezzanine And Underpass. Wet Mop Areas Inaccessible To Machine. Secure And Clean Machine After Use, Put On Charge. Clean Scrubber Rooms. Sat:Wet Mop Street Stairways R242 And R243 Mezzanine. Wet Mop Any Stains. Remove All Gum From N/B And S/B Underpass Quarry Tile Floors. **Bathroom duties: Employee/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed. Allow bathroom to dry					
Sat: Bucket Wash White Ceramic Tile Walls Located In Underpass To "E" Line. Remove All Graffiti And Stickers Overhead Major Cleaning:(0300-0600) Sun/Tue/Thu:Dust Mop And Remove Gum From Tile Floor Southbound Platform, R242 Mezzanine And Underpass. Machine Clean Southbound Platform, R242 Mezzanine And Underpass. Wet Mop Areas Inaccessible To Machine. Secure And Clean Machine After Use, Put On Charge. Clean Scrubber Rooms. Mon/Wed/Fri:Dust Mop And Remove Gum From Tile Floor Southbound Platform And R243 Mezzanine. Machine Clean Southbound Platform, R242 Mezzanine And Underpass. Wet Mop Areas Inaccessible To Machine. Secure And Clean Machine After Use, Put On Charge. Clean Scrubber Rooms. Sat:Wet Mop Street Stairways R242 And R243 Mezzanine. Wet Mop Any Stains. Remove All Gum From N/B And S/B Underpass Quarry Tile Floors. **Bathroom duties: Employee/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed. Allow bathroom to dry	Thu: Clean And Organize Scrubber Rooms N/B And S/B.				
Stickers Overhead Major Cleaning:(0300-0600) Sun/Tue/Thu:Dust Mop And Remove Gum From Tile Floor Southbound Platform, R242 Mezzanine And Underpass. Machine Clean Southbound Platform, R242 Mezzanine And Underpass. Wet Mop Areas Inaccessible To Machine. Secure And Clean Machine After Use, Put On Charge. Clean Scrubber Rooms. Mon/Wed/Fri:Dust Mop And Remove Gum From Tile Floor Southbound Platform And R243 Mezzanine. Machine Clean Southbound Platform, R242 Mezzanine And Underpass. Wet Mop Areas Inaccessible To Machine. Secure And Clean Machine After Use, Put On Charge. Clean Scrubber Rooms. Southbound Platform, R242 Mezzanine. And Underpass. Wet Mop Areas Inaccessible To Machine. Secure And Clean Machine After Use, Put On Charge. Clean Scrubber Rooms. Sat:Wet Mop Stains. Remove All Gum From N/B And S/B Underpass Quarry Tile Floors. ***Bathroom duties: Employee/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed. Allow bathroom to dry					
Major Cleaning:(0300-0600) Sun/Tue/Thu:Dust Mop And Remove Gum From Tile Floor Southbound Platform, R242 Mezzanine And Underpass. Machine Clean Southbound Platform, R242 Mezzanine And Underpass. Wet Mop Areas Inaccessible To Machine. Secure And Clean Machine After Use, Put On Charge. Clean Scrubber Rooms. Mon/Wed/Fri:Dust Mop And Remove Gum From Tile Floor Southbound Platform And R243 Mezzanine. Machine Clean Southbound Platform, R242 Mezzanine And Underpass. Wet Mop Areas Inaccessible To Machine. Secure And Clean Machine After Use, Put On Charge. Clean Scrubber Rooms. Sat:Wet Mop Street Stairways R242 And R243 Mezzanine. Wet Mop Any Stains. Remove All Gum From N/B And S/B Underpass Quarry Tile Floors. **Bathroom duties: Employee/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed. Allow bathroom to dry					
Machine Clean Southbound Platform, R242 Mezzanine And Underpass. Wet Mop Areas Inaccessible To Machine. Secure And Clean Machine After Use, Put On Charge. Clean Scrubber Rooms. Mon/Wed/Fri:Dust Mop And Remove Gum From Tile Floor Southbound Platform And R243 Mezzanine. Machine Clean Southbound Platform, R242 Mezzanine And Underpass. Wet Mop Areas Inaccessible To Machine. Secure And Clean Machine After Use, Put On Charge. Clean Scrubber Rooms. Sat:Wet Mop Street Stairways R242 And R243 Mezzanine. Wet Mop Any Stains. Remove All Gum From N/B And S/B Underpass Quarry Tile Floors. **Bathroom duties: Employee/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed. Allow bathroom to dry	Major Cleaning:(0300-0600)				
Machine. Secure And Clean Machine After Use, Put On Charge. Clean Scrubber Rooms. Mon/Wed/Fri:Dust Mop And Remove Gum From Tile Floor Southbound Platform And R243 Mezzanine. Machine Clean Southbound Platform, R242 Mezzanine And Underpass. Wet Mop Areas Inaccessible To Machine. Secure And Clean Machine After Use, Put On Charge. Clean Scrubber Rooms. Sat:Wet Mop Street Stairways R242 And R243 Mezzanine. Wet Mop Any Stains. Remove All Gum From N/B And S/B Underpass Quarry Tile Floors. **Bathroom duties: Employee/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed. Allow bathroom to dry					
Mon/Wed/Fri:Dust Mop And Remove Gum From Tile Floor Southbound Platform And R243 Mezzanine. Machine Clean Southbound Platform, R242 Mezzanine And Underpass. Wet Mop Areas Inaccessible To Machine. Secure And Clean Machine After Use, Put On Charge. Clean Scrubber Rooms. Sat:Wet Mop Street Stairways R242 And R243 Mezzanine. Wet Mop Any Stains. Remove All Gum From N/B And S/B Underpass Quarry Tile Floors. **Bathroom duties: Employee/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed. Allow bathroom to dry					
And Clean Machine After Use, Put On Charge. Clean Scrubber Rooms. Sat:Wet Mop Street Stairways R242 And R243 Mezzanine. Wet Mop Any Stains. Remove All Gum From N/B And S/B Underpass Quarry Tile Floors. **Bathroom duties: Employee/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed. Allow bathroom to dry	Mon/Wed/Fri:Dust Mop And Remove Gum From Tile Floor Southbound Platform And R243 Mezzanine. Machine Clean				
Sat:Wet Mop Street Stairways R242 And R243 Mezzanine. Wet Mop Any Stains. Remove All Gum From N/B And S/B Underpass Quarry Tile Floors. **Bathroom duties: Employee/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed. Allow bathroom to dry					
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commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed. Allow bathroom to dry					
	commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#		Hours		RC#
NHDC042 Station North		2300 - 0700		2762
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	33 St	6	R231	2300 - 2330
* Scrubber Machine Duties - see below				
Perform General Duties				
Scrubber Machine Duties - Northbound Platform & Mezzanine	33 St	6	R231	2330 - 0130
Lunch	33 St	6	R231	0130 - 0200
*Scrubber Machine Duties * - Southbound Platform and Mezzanine	33 St	6	R231	0200 - 0400
Clean Scrubber Machine and Tidy Scrubber Room.	33 St	6	R231	0400 - 0430
Perform General Duties	33 St	6	R231	0430 - 0700
Report Off Duty. *Scrubber Machine Duties -Nightly: Complete pre-checklist. Prep work area: Scrap, Sweep, Dust mop and remove gum from floors. Prepare scrubber machine and machine clean. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners must perform general duties**** **General Duties - If machines are out of service- Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean and polish interior/exterior elevator cabs & surfaces/panels. Remove scruff marks/stains/footprints from tile walls. Perform all listed General duties and additional tasks. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty."	33 St	6	R231	0700 -

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

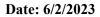
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Job#	Но	urs		RC#				
NHDC043 Station North	2200 - 0600							2764
INSTRUCTIONS	STATION	LINE	воотн	HOURS				
Sunday-Saturday								
Report on Duty in Full Uniform *Scrubber Machine Duties- see below Note- If machines are out of service listed General Duties will be performed- see below	Delancey St Essex St	J M Z	A061	2200 -				
*Scrubber Machine Clean A061 Unpaid Mezzanine *Scrubber Machine Clean N/B Platform	Delancey St Essex St	J M Z	A061	2200 - 2400				
*Scrubber Machine Clean S/B Platform	Delancey St Essex St	J M Z	A061	2400 - 0200				
*Scrubber Machine Clean/Mop N525 paid and unpaid mezzanine	Delancey St Essex St	J M Z	A061	0200 - 0300				
Lunch	Delancey St Essex St	J M Z	A061	0300 - 0330				
**RTO Facilities Duties- see below	Delancey St Essex St	J M Z	A061	0330 - 0430				
***Major Duty Cleaning- see below	Delancey St Essex St	J M Z	A061	0430 - 0530				
Inspect station for unsanitary conditions and correct. Remove all spills and stains on floors	Delancey St Essex St	J M Z	A061	0530 - 0600				
Report Off Duty.	Delancey St Essex St	J M Z	A061	0600 -				
 *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. *Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. **If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. ***If station CTA job is not covered, HDC Cleaners must perform general duties *General Duties- If machines are out of service Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Morg all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle. Sanitary and sticker/glue residue. Sanitize all touch points. Clean and lisinfect refuse rooms/refuse housings. Deedorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. ***RTO Facilities Duties Clean all offices: Dispatcher, Superintendent, Tower. Clean all rooms: crew room, lunch room, locker room, and women/men restrooms. Wipe down all surfaces including Quench machines, tables and seats and modesty panels. Empty all trash cans, sweep, mop and disinfect floors. Replenish paper stock and soap in restrooms as needed. RTO MUST PROVIDE OWN CLEANING AND PAPER STOCK SUPPLIES. 								
 *Major Duty Cleaning Sun: S/B ""R"" Platform Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Mon: N/B ""R"" Platform Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Tue: A025 Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Wed: Path Passageway Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Wed: Path Passageway Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Wed: Path Passageway Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Thu: S/B ""R"" Platform Stairways- Clean/Wash S/Ws, Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls 								
Fri: N/B ""R"" Platform Stairways- Clean/Wash S/Ws, Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls Sat: N506 Paid Mezzanine Slop Sink Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies.	s							

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023	
Job#		Hours			
NHDC044 Station North		2300 - 0700		2765	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform.	Canal St	6	A046	2300 - 0300	
*Scrubber Machine Duties-Northbound Platform & All Street, Passageway & Mezzanine Stairways. Major Duty Floors Nightly.					
If Machine is Out of Service, Listed General Duties Will Be Performed.					
Lunch	Canal St	6	A046	0300 - 0330	
*Scrubber Machine Duties-Southbound Platform, R214/R214A Mezzanines And S/B Tile Floor. Major Duty Floors Nightly.	Canal St	6	A046	0330 - 0600	
*Scrubber Machine Duties-N/B & S/B Stairway Entrances.	Canal St	6	A046	0600 - 0700	
Report Off Duty.	Canal St	6	A046	0700 -	
 *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean the island platform end-to-end where applicable, Including Passageways. Wet mop all areas inaccessible to the scrubber machine including stairway landings & Threads. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. ****If Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. ****If station CTA job is not covered, HDC Cleaners will perform general duties. Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings & Threads. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize touch points. Clean and disinfect refuse rooms/refuse housings. Wet Mop: stairway & landings, including threads, passageways/underpass, tunnels, mezzanines & corridors. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty *General Duties-If Scrubber Machines are Out of Service. Dust Mop & Remove Gum From Floors. Mop Entire Platform, Passagways And Mezzanine Floors. Mop All Stairway Landings & Threads. Deck Brush And Disinfect Gutters, Sanitary Bases And Platform Ends. Spot Clean ADA Tactile As Required. Empty, Disinfeet And Clean Chrome Tops On Al					
*If Mobile Wash Is On The Station Pressure Washing, The HDC Will Be Reassigned By A Station Supervisor And /Or Mobile Wash Supervisor To Perform Other Task During Allotted Time On Schedule ** Ensure Distilled Water Is Filled In Scrubber Machine Battery Cells If Applicable And The "Stop" Button Is Not Engaged While Charging.					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

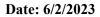
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Job#	Н	ours		RC#
NHDC045 Station North	22	200 - 0600		2762
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report on Duty in Full Uniform	5 Av	7	R501	2200 -
Samilan Marking Duting and Islam				
Scrubber Machine Duties- see below Note- If machines are out of service listed General Duties will be performed- see below				
*Scrubber Machine Clean R501 Unpaid and Paid Mezzanine, Passageway up until IRT S/W's P7A/B.	5 Av	7	R501	2200 - 0100
*Scrubber Machine Clean Island Platform	5 Av	7	R501	0100 - 0300
Lunch	5 Av	7	R501	0300 - 0330
**Major Duty Cleaning- see below	5 Av	7	R501	0330 - 0430
Inspect entire station for unsanitary conditions and correct. Remove all spills and stains on floors	5 Av	7	R501	0430 - 0600
Report Off Duty.	5 Av	7	R501	0600 -
 *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. *Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. **If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. ***If station CTA job is not covered, HDC Cleaners must perform general duties. *General Duties- If machines are out of service Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. 				
**Major Duty Cleaning Sun: Island Platform Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies.				
Mon: R501 Mezzanine Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies.				
Tue: R501 Mezzanine/Street Stairways- Clean/Wash S/Ws S1A/B, M1A/B, M2A/B. Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls.				
Wed: Island Platform Stairways- Clean/Wash S/Ws P3A/B, P2A/B. Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls.				
Thu: Island Platform Stairways- Clean/Wash S/Ws P4A/B, P5A/B. Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls. Including dust build up on adjacent tile wall ledge.				
Fri: Island Platform Stairways- Clean/Wash S/Ws P6A/B, P7A/B. Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls. Including dust build up on adjacent tile wall ledge.				
Sat: R500 Mezzanine/Street Stairways- Clean/Wash S/Ws M3A/B, S2, S3. Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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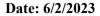


2023 STAC Summer Pick Pick Effective Date: 7/16/2023 Hours Job# RC# NHDC046 2300 - 0700 **Station North** 2751 **STATION INSTRUCTIONS** LINE BOOTH HOURS Sunday-Saturday N002A Report On Duty In Full Uniform. Inwood 207 St 2300 - 0030 А *Scrubber Machine Duties- see below *Note- If machines are out of service listed General Duties will be performed Scrubber Machine Duties [Front Upper Mezzanine] (see below) Inwood 207 St Α N002A 0030 - 0230 Scrubber Machine Duties [Rear Upper Mezzanine] (see below) Inwood 207 St N002A 0230 - 0300 А Lunch Inwood 207 St N002A 0300 - 0500 Α *Scrubber Machine Duties [Island Platform] (see below) Inwood 207 St Α N002A 0500 - 0600 *Major Duty-See below N002A 0600 - 0700 *Inspect station for unsanitary conditions and correct. Inwood 207 St Α Re-scrap station. Remove all spills and stains from floors. Empty trash receptacles. Inwood 207 St N002A 0700 -Report Off Duty. А *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Scrap Entire Station. Dust mop and remove gum from floors. Prepare scrubber machine and machine clean (Front Mezz. 2300-0200) (Rear Mezz. 0230-0530) Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. Deodorize entire Station upon arrival & departing Station you are assigned to clean during your tour of duty. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners must perform general duties. **General Duties-If Scrubber Machines are out of service-Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Major Duty- Employee Toilets-Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels,

toilet seat covers) and soap as needed.

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick		Pick Ef	fective Date:	7/16/2023
Job#		Hours		RC#
NHDC047 Station North		2200 - 0600		2754
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	125 St	A B C D	N026	2200 - 2400
*Scrubber Machine Duties- see below				
Note- If Scrubber Machines are out of service listed General Duties will be performed				
*Scrubber Machine Clean [Mezzanine] - see below				
*Scrubber Machine Duties [N/B Platform] - see below	125 St	A B C D	N026	2400 - 0200
Lunch	125 St	A B C D	N026	0230 - 0300
**Scrubber Machine Duties [S/B Platform] - see below	125 St	A B C D	N026	0300 - 0500
*Scrubber Machine Clean [Mezzanine] - see below	125 St	A B C D	N026	0500 - 0530
*Inspect station for unsanitary conditions and correct [Re-scrap station. Remove all spills and stains on floors	125 St	A B C D	N026	0530 - 0600
Report Off Duty	125 St	A B C D	N026	0600 -
 *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean [state areas to be cleaned]. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. ***If station CTA job is not covered, HDC Cleaners must perform general duties. **General Duties-If Scrubber Machines are out of service-Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Decodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick

Pick Effective Date:	7/16/2023
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Job#	He	ours		RC#
NHDC048 Station North	22	00 - 0600		2761
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	59 St Columbus Circle	A B C D	N051	2200 - 0100
*Scrubber Machine Duties- see below Note- If machines are out of service				
listed General Duties will be performed.				
*Scrubber Machine Duties – Southbound platform				
*Scrubber Machine Duties – N049 Mezzanine including landing to Police District.	59 St Columbus Circle	A B C D	N051	0100 - 0200
Lunch	59 St Columbus Circle	A B C D	N051	0200 - 0230
*Scrubber Machine Duties – Northbound platform Control areas including Ramp.	59 St Columbus Circle	A B C D	N051	0230 - 0400
*Scrubber Machine Duties - N051 Mezzanine including passageway to 57th St.	59 St Columbus Circle	A B C D	N051	0400 - 0500
*Inspect station for unsanitary conditions and correct. Re-scrap station. Remove all spills and stains on floors.	59 St Columbus Circle	A B C D	N051	0500 - 0600
Report Off Duty.	59 St Columbus Circle	ABCD	N051	0600 -
*Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean Northbound and Southbound platforms including ramp, control areas and unpaid/paid mezzanine. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **General Duties-If Scrubber Machines are out of service- Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean				
and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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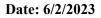
2023 STAC Summer Pick

Pick Effective Date:	7/16/2023
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Job#	н	ours		RC#	
NHDC049 Station North	2200 - 0600			2761	
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform	59 St Columbus Circle	A B C D	N051	2200 - 2400	
N-49 Mezzanine And S/B Platform.					
Sweep All Stairways. Scrap Mezzanine And Platform Areas. Disinfect All Urine Areas. Empty, Disinfect, Clean And Polish All Trash Receptacles. Clean Exterior Of Booth Windows. Clean And Disinfect Employee'S Toilet And Facility					
Room. Dust All Ledges. Clean And Polish All Mvm'S, Mem'S, Heet'S, Turnstiles And All Chrome On Station. Remove					
All Gum, Stains, Spills And Drag Marks On Floor Areas.					
N-49 Mezzanine Area Including Landing Leading To Police District.	59 St Columbus	ABCD	N051	2400 - 0200	
Dust Mop And Remove All Gum From Tile Floor Areas Scheduled To Be Machine Cleaned. Prepare Scrubber Machine	Circle				
And Machine Clean Scheduled Areas. Wet Mop Areas Inaccessible To Machine Including Stairways And Landing. Clean	L				
Scrubber Machine And Scrubber Room. Put Machine On Charge.					
Lunch	59 St Columbus Circle	ABCD	N051	0200 - 0230	
Southbound Platform	59 St Columbus	ABCD	N051	0230 - 0430	
Dust Mop And Remove All Gum From Tile Floor Areas Scheduled To Be Machine Cleaned. Prepare Scrubber Machine	Circle				
And Machine Clean Scheduled Areas. Wet Mop Areas Inaccessible To Machine Including Stairways And Landing. Clean	L				
Scrubber Machine And Scrubber Room. Put Machine On Charge					
Clean Refuse Room On Southbound Platform	59 St Columbus Circle	A B C D	N051	0430 - 0500	
Re-Scrap Entire Station. Sweep All Street And Mezzanine Stairways.	59 St Columbus	ABCD	N051	0500 - 0600	
Disinfect All Urine Areas. Empty And Clean All Trash Receptacles.	Circle				
	59 St Columbus	ABCD	N051	0600 -	
Report Off Duty.	Circle				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick

Pick Effective Date:	7/16/2023
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Job#	F	RC#		
NHDC050 Station North	2	200 - 0600		2761
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform. *Scrubber Machine Duties- see below Note- If machines are out of service listed General Duties will be performed.	42 St/Port Authority Bus Terminal	A C E	N062A	2200 - 0100
*Scrubber Machine Duties – 40th St to N062A				
Lunch	42 St/Port Authority Bus Terminal	A C E	N062A	0100 - 0130
*Scrubber Machine Duties – N062A to 44th St	42 St/Port Authority Bus Terminal	A C E	N062A	0130 - 0400
*Inspect station for unsanitary conditions and correct. Re-scrap station. Remove all spills and stains on floors.	42 St/Port Authority Bus Terminal	A C E	N062A	0400 - 0600
Report Off Duty. *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean 40th St to 44th St, paid/unpaid mezzanine. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. ****If station CTA job is not covered, HDC Cleaners must perform general duties. ***General Duties-If Scrubber Machines are out of service- Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings.	42 St/Port Authority Bus Terminal	A C E	N062A	0600 -

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick

Pick Effective Date:	7/16/2023
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Job#	н	ours		RC#	
NHDC051 Station North	2200 - 0600			2761	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report on Duty in Full Uniform. *Scrubber Machine Duties- see below	42 St/Port Authority Bus Terminal	A C E	N062A	2200 - 0100	
Note- If machines are out of service listed General Duties will be performed.					
*Scrubber Machine Duties – Southbound Platform Including the Ramp.					
Lunch	42 St/Port Authority Bus Terminal	A C E	N062A	0100 - 0130	
*Scrubber Machine Duties – Northbound Platform Including the Ramp.	42 St/Port Authority Bus Terminal	A C E	N062A	0130 - 0400	
*Inspect station for unsanitary conditions and correct. Re-scrap station. Remove all spills and stains on floors.	42 St/Port Authority Bus Terminal	A C E	N062A	0400 - 0600	
Report Off Duty.	42 St/Port	A C E	N062A	0600 -	
 *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean Northbound and Southbound platforms including each ramp. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners must perform general duties. 	Authority Bus Terminal				
**General Duties-If machines are out of service- Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings.					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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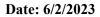
2023 STAC Summer Pick

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Pick Effective Date: 7/16/2023
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Job#		ŀ	RC#			
NHDC052 Station North		2	2200 - 0600		27	
INSTRUCTIONS		STATION	LINE	BOOTH	HOURS	
	Sunday-Saturday					
Disinfect, Clean And Po Toilet And Facility Room	Uniform Mezzanine Stairways. Scrap Mezzanine And Platform Areas. Disinfect All Urine Areas. Empty, Jish All Trash Receptacles. Clean Exterior Of Booth Windows. Clean And Disinfect Employee'S m. Dust All Ledges. Clean And Polish All Mvm'S, Mem'S, Heet'S, Turnstiles And All Chrome Gum, Stains, Spills And Drag Marks On Floor Areas.	42 St/Port Authority Bus Terminal	A C E	N062A	2200 - 2400	
2400-0200 40 St To N0 Empty, Disinfect, Clean Scheduled To Be Machin	Model Market Mar	42 St/Port Authority Bus Terminal	A C E	N062A	2400 - 0200	
Lunch		42 St/Port Authority Bus Terminal	A C E	N062A	0200 - 0230	
Empty, Disinfect, Clean Scheduled To Be Machin	nine Including N-60 Mezzanine Areas And Polish All Trash Receptacles. Dust Mop And Remove All Gum From Tile Floor Areas ne Cleaned. Prepare Scrubber Machine And Machine Clean All Tile Floor. Wet Mop Areas e Including Stairways And Landing. Clean Scrubber Machine And Scrubber Room. Put Machine On	42 St/Port Authority Bus Terminal	A C E	N062A	0230 - 0430	
	ine And Passageway Areas. Sweep All Street And Mezzanine Stairways. Disinfect All Urine Areas. And Polish All Trash Receptacles.	42 St/Port Authority Bus Terminal	A C E	N062A	0430 - 0600	
Report Off Duty.		42 St/Port Authority Bus Terminal	A C E	N062A	0600 -	

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick

Pick Effective Date: 7	//16/2023
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NHDC053 Station North 2200 - 0600 2761 INSTRUCTIONS STATION LINE BOOTH HOURS Sunday-Saturday 34 St Pena Station A C E N070 2200 - 0100 *Scrubber Machine Duties - see below 34 St Pena Station A C E N070 0100 - 0130 *Scrubber Machine Duties - see below 34 St Pena Station A C E N070 0100 - 0130 *Scrubber Machine Duties - Northbound platform Including N068, N70 & N72 Control Areas 34 St Pena Station A C E N070 0100 - 0130 **Scrubber Machine Duties - Southbound platform 34 St Pena Station A C E N070 0130 - 0430 Including N069, N71 k N72, Oratrol Areas. 34 St Pena Station A C E N070 0430 - 0600 **Scrubber Machine Duties - Southbound platform 34 St Pena Station A C E N070 0430 - 0600 **Scrubber Machine Duties - Southbound platform 34 St Pena Station A C E N070 0430 - 0600 **Testoe Station for utsanitary conditions and correct. 34 St Pena Station A C E N070 0430 - 0600 **Testoe Station for utsanitary conditions and correct. Scrubber Machine Duties-Daily Complete pre-thecklist. Pere work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean M68, N69, N70, N71, N72, N73, Mezzanine areas, passagewa	Job#	Hours			RC#		
Sunday-Saturday Report on Duty in Full Uniform. 34 St Penn Station A C E N070 2200 - 0100 *Scrubber Machine Duties- see below Note - If machines are out of service listed General Duties will be performed. 34 St Penn Station A C E N070 0100 - 0130 *Scrubber Machine Duties- Northbound platform Including N068, N70 & N72 Control Areas 34 St Penn Station A C E N070 0100 - 0130 *Scrubber Machine Duties - Southbound platform Including N069, N071 & N73 Control Areas. 34 St Penn Station A C E N070 0130 - 0430 *Inspect station for unsamitary conditions and correct. Reservery attion. Remove all spills and stains on floors. 34 St Penn Station A C E N070 0430 - 0600 *Scrubber Machine Duties-Duily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean N68, N69, N70, N71, N73, N72, N73, Mezzanine areas, passageway tiles, Northbound & Southbound platforms. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine after use. Complete post-checklist. Prep work area: Dust mop and mezzanine floors. Mop all stairway landings. Deck brush distinct gueres is indecessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. Prep work area: South post checklist. Prep work area: Southon out limited to removing excease water wit	NHDC053 Station North	220	2761				
Report on Duty in Full Uniform. 34 St Penn Station A C E N070 2200 - 0100 *Scrubber Machine Duties- see below Note- If machines are out of service 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	INSTRUCTIONS	STATION	LINE	BOOTH	HOURS		
Scrubber Machine Duties- see below Note If machines are out of service isted General Duties will be performed. isted General Duties will be performed. **Scrubber Machine Duties- Northbound platform Including N068, N70 & N72 Control Areas 34 St Penn Station A C E N070 0100 - 0130 **Scrubber Machine Duties - Southbound platform 34 St Penn Station A C E N070 0430 - 0600 **Scrubber Machine Duties - Southbound platform 34 St Penn Station A C E N070 0430 - 0600 **scrubber Machine Duties - Daily Omplete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean N68, N69, N70, N71, N72, N73, Mezzanine areas, passageway tiles, Northbound & Southbound platforms. Wet mop all areas inaccessible to the scrubber machine including stariway landings. Secure and clean machine after use. Complete pre-checklist. **Port machine on charge. Tidy scrubber room. Southbound platforms. Wet mop all remove gum from floors. Prepare scrubber machine after use. Complete pre-checklist. **You machine on charge. Tidy scrubber room. No70 0600 - *Tistue distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash is on the station pressure washing. The tornewoing excess water with scrubber machi	Sunday-Saturday						
Note- If machines are out of service listed General Duties will be performed. Image: Serubber Machine Duties - Northbound platform Including N068, N70 & N72 Control Areas Image: Serubber Machine Duties - Southbound platform 34 St Penn Station A C E N070 0100 - 0130 **Scrubber Machine Duties - Southbound platform Including N069, N071 & N73 Control Areas. 34 St Penn Station A C E N070 0130 - 0430 **nexcrub attains on floors. 34 St Penn Station A C E N070 0430 - 0600 **scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean N08, N69, N70, N71, N72, N73, Mezzanine areas, passageway tiles, Northbound & Southbound platforms. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber rouch in battery cell if applicable and the "stop" button is not engaged while charging. N70 N600 - ****If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. Image: With weight and the station of task including but not limited to removing excess water with scrubber machine. Image: With weight and the station of task including but not limited to removing excess water with scrubber machine. Image: With weight and the station of task including but not limited to removing excess water with scrubber machine	Report on Duty in Full Uniform.	34 St Penn Station	A C E	N070	2200 - 0100		
listed General Duties will be performed. *Scrubber Machine Duties-Northbound platform Including N068, N70 & N72 Control Areas Unneh 34 St Penn Station A C E N070 0100 - 0130 **Scrubber Machine Duties - Southbound platform Including N069, N071 & N73 Control Areas. *Inspect station for unsanitary conditions and correct. Re-scrap station. Remove all spills and stains on floors. Report off duty. *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine after use. Complete post-checklist. **Ptu machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine including stairway landings. Secure and clean machine charging. ***Ensure distilled water is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaner suns perform general duties. ***General Duties-If machines are out of service- Dust mop and remove gurffit, stickers, and sticker/jule residue. Sonitize ***General Duties-If machines are out of service- Dust mop and remove gurffit, stickers, and sticker/jule residue. Sanitize ***General Duties-If machines are out of service- Dust mop and remove gurffit, stickers, and sticker/jule residue. Sanitize ***General Duties-If machines are out of service- Dust mop and remove gurffit, stickers, and sticker/jule residue. Sanitize ***General Duties-If machines are out of service- Dust mop and femory perform of trash receptacles. Disinfect all urine areas. Clean inferior of trash receptacles. Disinfect all urine areas. Clean inferior of trash receptacles. Disinfect all urine areas. Clean inferior of trash receptacles. Sanitary bases and platform enders. Recer graftif, stickers, and sticker/jule residue. Sanity bases and platform enders. Prepare graftif, stickers, and sticker/jule residue. Sanity bases intery station.							
*Scrubber Machine Duties- Northbound platform Including N068, N70 & N72 Control Areas Image: Control Areas A C E N070 0100 - 0130 **Scrubber Machine Duties – Southbound platform 34 St Penn Station A C E N070 0130 - 0430 **Scrubber Machine Duties – Southbound platform 34 St Penn Station A C E N070 0430 - 0600 **Inspect station for unsanitary conditions and correct. 34 St Penn Station A C E N070 0430 - 0600 Resort off duty. 34 St Penn Station A C E N070 0600 - *Scrubber Machine Duties-Daily Omplete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean N68, N69, N70, N71, N72, N73, Mzzzanine areas, passageway tiles, Northbound & Southbound platforms. Wet mop all areas inaccessible to the scrubber machine on charge. Tidy scrubber room. No70 0600 - **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. No70 No70 No70 ***Ensure distilled water is filled in scrubber machine platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform and mezzanine floors. Mop al	Note- If machines are out of service						
Lunch 34 St Penn Station A C E N070 0100 - 0130 ***Strubber Machine Duties – Southbound platform 34 St Penn Station A C E N070 0130 - 0430 Including N069, N071 & N73 Control Areas. 34 St Penn Station A C E N070 0430 - 0600 Re-scrap station. Remove all spills and stains on floors. 34 St Penn Station A C E N070 0430 - 0600 *Scrubber Machine Duties-Daily 34 St Penn Station A C E N070 0600 - *Scrubber Machine Duties-Daily 34 St Penn Station A C E N070 0600 - Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean N68, N69, N70, N71, N72, N73, Mezzanine areas, passageway tiles, Northbound & Southbound platforms. Wet mop all areas inaccessible to the scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***Ensure distilled water is filled in scrubber machine, battery cell if applicable and the "stop" button is not engaged while charging. ***Ensure distilled water is filled in scrubber machine, battery cell if applicable and the "stop" button is not engaged while charging. ***** If Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. ***** ***End Duties-If machines are out of service-Dust mop and remove gum from floors. Mop all stairway landings. Deck brush and disinfect g	listed General Duties will be performed.						
Startion 34 St Penn Station A C E N070 0130 - 0430 Including N069, N071 & N73 Control Areas. 34 St Penn Station A C E N070 0430 - 0600 Re-scrap station. Remove all spills and stains on floors. 34 St Penn Station A C E N070 0430 - 0600 Re-scrap station. Remove all spills and stains on floors. 34 St Penn Station A C E N070 0600 - *Scrubber Machine Duties-Daily 34 St Penn Station A C E N070 0600 - *Scrubber Machine Duties-Daily 34 St Penn Station A C E N070 0600 - all areas inaccessible to the scrubber machine achine pattern achine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or No8 Nupervisor to perform other task including but not limited to removing excess water with scrubber machine. *** **** If Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. *** Secure station floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfact gutters, sanitary bases and platform en	*Scrubber Machine Duties- Northbound platform Including N068, N70 & N72 Control Areas						
Including N069, N071 & N73 Control Areas.cccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccccc	Lunch	34 St Penn Station	A C E	N070	0100 - 0130		
*Inspect station for unsanitary conditions and correct. 34 St Penn Station A C E N070 0430 - 0600 Re-scrap station. Remove all spills and stains on floors. 34 St Penn Station A C E N070 0600 - *Scrubber Machine Duties-Daily 34 St Penn Station A C E N070 0600 - Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean N68, N69, N70, N71, N72, N73, Mezzanine areas, passageway tiles, Northbound & Southbound platforms. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. ***IF Station Supervisor to charge. Tidy scrubber room. ***IF Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash supervisor to perform other task including but not limited to removing excess water with scrubber machine. ***IF station CTA job is not covered, HDC Cleaners must perform general duties. ***General Duties-If machines are out of service-Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize Image: Clean Station Supervision of Sinitize Image: Clean Station S	**Scrubber Machine Duties – Southbound platform	34 St Penn Station	ACE	N070	0130 - 0430		
*Inspect station for unsanitary conditions and correct. 34 St Penn Station A C E N070 0430 - 0600 Re-scrap station. Remove all spills and stains on floors. 34 St Penn Station A C E N070 0600 - *Scrubber Machine Duties-Daily 34 St Penn Station A C E N070 0600 - Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean N68, N69, N70, N71, N72, N73, Mezzanine areas, passageway tiles, Northbound & Southbound platforms. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. ***IF Station Supervisor to charge. Tidy scrubber room. ***IF Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash supervisor to perform other task including but not limited to removing excess water with scrubber machine. ***IF station CTA job is not covered, HDC Cleaners must perform general duties. ***General Duties-If machines are out of service-Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize Image: Clean Station Supervision of Sinitize Image: Clean Station S							
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Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick

Pick Effective Date:	7/16/2023
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Job#	Hours			RC		
NHDC054 Station North	2300 - 0700			700 2761		
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS		
Sunday-Saturday						
Report On Duty In Full Uniform.	34 St Penn Station	A C E	N070	2300 - 0230		
*Scrubber Machine Duties- see below						
Note- If machines are out of service						
listed General Duties will be performed.						
*Scrubber Machine Duties - N067 Mezzanine Areas, Passageways, Ramps and Lower Mezzanine.						
Lunch	34 St Penn Station	A C E	N070	0230 - 0300		
**Scrubber Machine Duties – Island Platform, Ramp and Underpass.	34 St Penn Station	A C E	N070	0300 - 0530		
*Inspect station for unsanitary conditions and correct.	34 St Penn Station	A C E	N070	0530 - 0700		
Re-scrap station. Remove all spills and stains on floors.						
Report Off Duty.	34 St Penn Station	A C E	N070	0700 -		
*Scrubber Machine Duties-Daily						
Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine						
clean N67, Mezzanine areas, passageway tiles, ramps, underpass, lower level mezzanine and Island Platform. Wet mop all						
areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete						
post-checklist. **Put machine on charge. Tidy scrubber room.						
**Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while						
charging.						
***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or						
Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine.						
**** If station CTA job is not covered, HDC Cleaners must perform general duties.						
**General Duties-If machines are out of service-						
Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush						
and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean						
chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on						
floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize						
all touch points. Clean and disinfect refuse rooms/refuse housings.						

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick	Pick Pick Effective Date:		7/16/2023		
Job#	Hours			RC#	
NHDC055 Station North	2200 - 0600			2761	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report on Duty in Full Uniform. *Scrubber Machine Duties- see below	Canal St	A C E	N089	2200 - 2400	
Note- If machines are out of service listed General Duties will be performed.					
*Scrubber Machine Duties N89 and N90 Mezzanine and Passageway tiles – see below					
*Scrubber Machine Duties NB platform - see below	Canal St	A C E	N089	2400 - 0130	
Lunch	Canal St	A C E	N089	0130 - 0200	
**Scrubber Machine Duties SB platform - see below	Canal St	A C E	N089	0200 - 0330	
*Scrubber Machine Duties N89 and N90 Mezzanine and Passageway tiles – see below	Canal St	A C E	N089	0330 - 0500	
*Inspect station for unsanitary conditions and correct. Re-scrap station. Remove all spills and stains on floors.	Canal St	A C E	N089	0500 - 0600	
Report off duty.	Canal St	A C E	N089	0600 -	
 *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean N89, N90 Mezzanine areas, passageway tiles, Northbound & Southbound platforms. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners must perform general duties. **General Duties-If Scrubber Machines are out of service- Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on 					
floor at base of trash receptacles. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings.					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick

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Job#		Hours		RC#			
NHDC056 Station North	2300 - 0700			n North 2300 - 0700			2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS			
Sunday-Saturday							
Report On Duty In Full Uniform.	Chambers St	A C	N092	2300 - 0230			
*Scrubber Machine Duties-Island Platform N091 And N092 Paid & Unpaid Mezzanines And Passageway. Major Duty Floors Nightly.							
If Machine is Out of Service, Listed General Duties Will Be Performed.							
Lunch	Chambers St	A C	N092	0230 - 0300			
*Scrubber Machine Duties-N091 at Church ST Paid/Unpaid Mezzanines & Passageway Leading to N092 Major Duty Floors Nightly.	Chambers St	A C	N092	0300 - 0600			
*Listed General Duties-If Scrubber Machines are out of service.							
*Scrubber Machine Duties-Island Platform.	Chambers St	A C	N092	0600 - 0700			
Report Off Duty.	Chambers St	A C	N092	0700 -			
 *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean the island platform end-to-end where applicable, including passageways. Wet mop all areas inaccessible to the scrubber machine including stairway landings & Threads. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine **** If station CTA job is not covered, HDC Cleaners will perform general duties. Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. N all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize touch points. Clean and disinfect refuse rooms/refuse housings. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Wet Mop: stairway & landings, including threads, passageways/underpass, tunnels, mezzanines & corridors. *General Duties-If Scrubber Machines are out of service. Dust Mop & Remove Gum From Floors. Mop Entire Platform, Passageways And Mezzanine Floors. Mop All Stairway Landings & Threads. Deck Brush And Disinfect Gutters, Sanitary Bases And Platform Ends. Spot Clean ADA Tactile As Required. Empty, Disinfect And Clean Chrome Tops On All Trash Receptacles. Clean All Ledges And Benches. Remo Graffiti, Stickers, And Sticker/Glue Residue. Sanitize All Touch Points. Clean And Disinfect Refuse Rooms/Refuse Canis	e or e. Mop s r of ove						

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

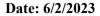
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2023 STAC Summer Pick Pick Effective Date: 7/16/2023 Hours Job# RC# NHDC057 2300 - 0700 **Station North** 2765 **INSTRUCTIONS STATION** LINE BOOTH HOURS Sunday-Saturday N094 World Trade 2300 - 0230 Report On Duty In Full Uniform. Е Center *Scrubber Machine Duties-Island Platform Major Duty Floors Nightly. If Machine is Out of Service, Listed General Duties Will Be Performed. World Trade Е N094 0230 - 0300 Lunch Center N094 0300 - 0600 *Scrubber Machine Duties- Passageway, N094 Paid/Unpaid Mezzanines, & Stairways up to N092 "Eye' World Trade Е Major Duty Floors Nightly Center N094 0600 - 0700 World Trade Е *Scrubber Machine Duties-Island Platform & N094 Paid/Unpaid Mezzanines. Center World Trade N094 0700 -Report Off Duty. Е Center *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean the island platform end-to-end where applicable, including passageways. Wet mop all areas inaccessible to the scrubber machine including stairway landings & Threads. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners will perform general duties. Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize touch points. Clean and disinfect refuse rooms/refuse housings. Wet Mop: stairway & landings, including threads, passageways/underpass, tunnels, mezzanines & corridors. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *General Duties-If Scrubber Machines are out of service. Dust Mop & Remove Gum From Floors. Mop Entire Platform, Passsageways And Mezzanine Floors. Mop All Stairway Landings & Threads. Deck Brush And Disinfect Gutters, Sanitary Bases And Platform Ends. Spot Clean ADA Tactile As Required. Empty, Disinfect And Clean Chrome Tops On All Trash Receptacles. Disinfect All Urine Areas. Clean Interior of Trash Receptacle Base And Remove Stains on Floor at Base of Trash Receptacles. Clean All Ledges And Benches. Remove Graffiti, Stickers, And Sticker/Glue Residue. Sanitize All Touch Points. Clean And Disinfect Refuse Rooms/Refuse Canister Housings

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023	
Job#		Hours		RC#	
NHDC058 Station North		2300 - 0700		2765	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform.	Fulton St	A C	N095	2300 - 0100	
*Scrubber Machine Duties-Island Platform					
If Machine is Out of Service, Listed General Duties Will Be Performed.					
*Scrubber Machine Duties- Lower/West Mezzanine Major Duty Floors Nightly.	Fulton St	A C	N095	0100 - 0300	
Lunch	Fulton St	A C	N095	0300 - 0330	
*Scrubber Machine Duties-Scrap & Mop All Stair backs on Island Platform Major Duty Floors Nightly.	Fulton St	A C	N095	0330 - 0600	
*Scrubber Machine Duties-SW NS-24 Including Landings, Island Platform.	Fulton St	A C	N095	0600 - 0700	
Report off Duty.	Fulton St	A C	N095	0700 -	
*Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean the island platform end-to-end where applicable. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners will perform general duties.					
Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize touch points. Clean and disinfect refuse rooms/refuse housings. Clean and bucket wash underneath/behind stairways. Mop entire platform, stairway threads/landings & passageways. Deck wash & mop all areas unreachable via machine, including columns footings, edges, corners and base wall.					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick

Pick Effective Date:	7/16/2023
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Job#	Но	urs		RC#
NHDC059 Station North	220	0 - 0600		2761
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform. *Scrubber Machine Duties- see below.	81 St-Museum of Natural History	B C	N044	2200 - 0100
Note- If machines are out of service listed General Duties will be performed.				
*Scrubber Machine Duties – Southbound platform and N044 Mezzanine Tile Floor				
Lunch	81 St-Museum of Natural History	B C	N044	0100 - 0130
*Scrubber Machine Duties – Northbound platform and N045 control areas including Ramp.	81 St-Museum of Natural History	B C	N044	0130 - 0400
*Inspect station for unsanitary conditions and correct. Re-scrap station. Remove all spills and stains on floors.	81 St-Museum of Natural History	B C	N044	0400 - 0600
Report Off Duty.	81 St-Museum of Natural History	B C	N044	0600 -
*Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean Northbound and Southbound platforms, N044 to N045 unpaid/paid mezzanine areas. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **General Duties-If machines are out of service- Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023
Job#	Hours			RC#
NHDC060 Station North	22	200 - 0600		2754
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	161 St Yankee	B D	N203	2200 - 2400
*Scrubber Machine Duties- see below	Stadium			
Schubber Wachnie Duties- see below				
Note- If Scrubber Machines are out of service				
listed General Duties will be performed				
*Scrubber Machine Clean [Mezzanine] - see below				
*Scrubber Machine Duties [N/B Platform] - see below	161 St Yankee	B D	N203	2400 - 0200
Scrubber Machine Duttes [IV/D T lationin] - see below	Stadium		27000	
Lunch	161 St Yankee Stadium	B D	N203	0230 - 0300
	161 St Yankee	B D	N203	0300 - 0500
**Scrubber Machine Duties [S/B Platform] - see below	Stadium			
*Scrubber Machine Clean [Mezzanine] - see below	161 St Yankee	B D	N203	0500 - 0530
	Stadium		N1202	0520 0(00
*Inspect station for unsanitary conditions and correct [Re-scrap station. Remove all spills and stains on floors	161 St Yankee Stadium	B D	N203	0530 - 0600
Report Off Duty.	161 St Yankee	B D	N203	0600 -
	Stadium			
*Scrubber Machine Duties-Daily				
Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean [state areas to be cleaned]. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure				
and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room.				
**Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while				
charging.				
***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or				
Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine.				
**** If station CTA job is not covered, HDC Cleaners must perform general duties.				
**General Duties-If Scrubber machines are out of service-				
Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush				
and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean				
chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on				
floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize				
all touch points. Clean and disinfect refuse rooms/refuse housings. Deodorize the entire station upon arriving and departing				
each station you are assigned to clean during your tour of duty.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#	Но	RC#		
NHDC061 Station North	230	0 - 0700		2763
INSTRUCTIONS	STATION	LINE	воотн	HOURS
	STATION		boom	noons
Sunday-Saturday			1.2.500	
Report On Duty In Full Uniform.	21 St Queensbridge	F	N603	2300 - 0200
*Scrubber Machine Duties- see below Note- If Scrubber Machines are out of service listed General Duties will be performed **Elevator Duties- see below				
*Scrubber Machine Clean [Mezzanine]	21 St Queensbridge	F	N603	0200 - 0330
LUNCH	21 St Queensbridge	F	N603	0330 - 0400
*Scrubber Machine Duties [northbound]	21 St Queensbridge		N603	0400 - 0630
*General Duties- see below *Bathroom Duties- see below *Scrubber Machine Duties [southbound]			1.000	
*General Duties- see below	21 St Queensbridge	F	N603	0630 - 0700
Inspect station for unsanitary conditions and correct	21 St Queenserrage		11005	0050 0700
Re-scrap station. Remove all spills and stains on floors				
Report Off Duty.	21 St Queensbridge	F	N603	0700 -
*General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.).Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Clean & Close Public Restroom. Open Public Restrooms. Hours at scheduled time. **Elevator Duties Clean and polish El405, El406 And El407). Remove gum, sweep, mop, and disinfect elevator floors, wipe down interior and exterior panels/edges on all levels, (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators in the station. Remove debris from elevator door sills. Clean and wipe down the safety edge with dry rag from top to bottom. *Major Cleaning: (2400-0200) Clean And Polish, Mop All Escalator Plates. Remove Gum From Escalator Plates. Sun/Thu: Esc 425 And 426. Mon/Fri: E421 And E422. Wed/Sat Esc 423 And 424 Tue: Clean And Disinfect N603 Interior/Exterior.				
Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean .Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. *If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners must perform general duties. **Bathroom duties***Employee/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed. Allow bathroom to dry 10 minutes before reopening.				

10 minutes before reopening.

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick	Pick Effective Date:			7/16/2023
Job#	Но	RC#		
NHDC062Station North	23	00 - 0700		2763
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Roosevelt Island	F	N602	2300 - 0200
*Scrubber Machine Duties – [Mezzanine]				
Note- If Scrubber Machines are out of service				
listed General Duties/bathroom duties will be performed				
*Scrubber Machine Duties [Northbound]	Roosevelt Island	F	N602	0230 - 0330
LUNCH	Roosevelt Island	F	N602	0330 - 0400
*Scrubber Machine Duties [Southbound]	Roosevelt Island	F	N602	0400 - 0600
*General Duties- see below				
*Bathroom Duties- see below				
*General Duties- see below	Roosevelt Island	F	N602	0600 - 0700
Inspect station for unsanitary conditions and correct.				
Re-scrap station. Remove all spills and stains on floors				
Report Off Duty.	Roosevelt Island	F	N602	0700 -
*General Duties-Nightly				
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft				
around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down &				
disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas				
including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways,				
platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove				
gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings.				
Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine				
areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and				
benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse				
housings. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are				
assigned to clean during your tour of duty. Clean & Close Public Restroom. Open Public Restrooms. Hours at scheduled				
time.				
**Scrubber Machine Duties-Daily				
Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine				
clean. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after				
use. Complete post-checklist. Scrub And Bucket Wash All Mezzanine And Southbound Platform Stairways. Scrub Tile				
Walls, Benches, Telephone Areas, Signs, Hose Boxes And Shutter Doors On Southbound Platform. Clean And Polish				
Stainless Steel Adjacent To Stairs And Stainless Steel Handrails. Remove Gum From Stairs. **Put machine on charge. Tidy				
scrubber room.				
**Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while				
charging.				
***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine.				
**** If station CTA job is not covered, HDC Cleaners must perform general duties.				
**Bathroom duties: Employee/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls,				
modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean				
commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and				
disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed. Allow bathroom to dry				
10 minutes before reopening.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick Pick Effective Date: 7/16/2023 Hours Job# RC# NHDC063 2200 - 0600 **Station North** 2763 **INSTRUCTIONS STATION** LINE BOOTH HOURS Sunday-Saturday Report On Duty In Full Uniform. Lexington Av/63 St F Q N601 2200 - 0030 *Scrubber Machine Duties – [N601 Mezzanine] Note- If Scrubber Machines are out of service listed General Duties/bathroom duties will be performed Lexington Av/63 St *Scrubber Machine Duties – [Upper Mezzanine] FQ N601 0030 - 0230 0230 - 0300 Lexington Av/63 St FQ N601 LUNCH *Scrubber Machine Duties – [Upper Mezzanine] Lexington Av/63 St F Q N601 0300 - 0500 *General Duties- see below *Bathroom-Duties- see below *General Duties- see below N601 Lexington Av/63 St F Q 0500 - 0600 Inspect station for unsanitary conditions and correct. Re-scrap station. Remove all spills and stains on floors Lexington Av/63 St F Q N601 0600 -Report Off Duty. *General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Clean & Close Public Restroom. Open Public Restrooms. Hours at scheduled time. **Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners must perform general duties. **Bathroom duties: Employee/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed. Allow bathroom to dry 10 minutes before reopening.

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick Pick Effective Date: 7/16/2023 Job# Hours RC# NHDC063A 2200 - 0600 **Station North** 2763 **INSTRUCTIONS STATION** LINE BOOTH HOURS Sunday-Saturday Report on Duty in Full Uniform Lexington Av/63 St F Q N601 2200 - 0030 *Scrubber Machine Duties – [Third Ave Mezzanine] Note- If Scrubber Machines are out of service listed General Duties/bathroom duties will be performed Scrubber Machine Duties [Lower Level Lexington Av/63 St FQ N601 0100 - 0230 0230 - 0300 Lexington Av/63 St FQ N601 LUNCH Scrubber Machine Duties [Lower Level] N601 0300 - 0500 Lexington Av/63 St F Q General Duties Bathroom Duties 0500 - 0600 *General Duties- see below Lexington Av/63 St F Q N601 Inspect station for unsanitary conditions and correct. Re-scrap station. Remove all spills and stains on floors Lexington Av/63 St F Q N601 0600 -Report Off Duty. General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Clean & Close Public Restroom. Open Public Restrooms. Hours at scheduled time. Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. Scrub And Bucket Wash All Mezzanine and Southbound Platform Stairways. Scrub Tile Walls, Benches, Telephone Areas, Signs, Hose Boxes And Shutter Doors On Southbound Platform. Clean And Polish Stainless Steel Adjacent To Stairs And Stainless Steel Handrails. Remove Gum from Stairs. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners must perform general duties. Bathroom duties***Employee/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers, and soap as needed. Allow bathroom to dry 10 minutes before reopening

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick Pick Effective Date: 7/16/2023 Job# Hours RC# NHDC064 2300 - 0700 **Station North** 2763 **INSTRUCTIONS STATION** LINE BOOTH HOURS Sunday-Saturday N305 Report On Duty In Full Uniform. Lexington Av/53 St | E M 2300 - 0130 *Scrubber Machine Duties- see below Note- If Scrubber Machines are out of service listed General Duties will be performed Lexington Av/53 St ΕM N305 0130 - 0330 *Scrubber Machine Clean [Mezzanine] 0330 - 0400 Lexington Av/53 St ΕM N305 Lunch Lexington Av/53 St E M N305 0400 - 0600 *Scrubber Machine Duties [Platform] *Scrubber Machine Clean [Mezzanine] *General Duties-see below *Bathroom Duties-see below Lexington Av/53 St | E M N305 0600 - 0700 *General Duties- see below *Inspect station for unsanitary conditions and correct Re-scrap station. Remove all spills and stains on floors. N305 Report Off Duty. Lexington Av/53 St E M 0700 -*General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Clean & Close Public Restroom. Open Public Restrooms. Hours at scheduled time. **Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean [state areas to be cleaned]. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners must perform general duties. **Bathroom duties***Employee/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed. Allow bathroom to dry 10 minutes before reopening.

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#		Hours		RC#
NHDC065 Station North		2300 - 0700		2763
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	57 St	F	N600	2300 - 0130
*Scrubber Machine Duties- see below				
Note- If Scrubber Machines are out of service				
listed General Duties will be performed	57.04		NICOO	0120 0220
*Scrubber Machine Clean [Mezzanine]	57 St	F	N600	0130 - 0330
Lunch	57 St	F	N600	0330 - 0400
*Major cleaning- All Days:	57 St	F	N600	0400 - 0600
Clean All Glass Panels.				
Dust All Marble Walls On Mezzanine.				
*General Duties- see below				
*Bathroom Duties-see below			27600	
*General Duties- see below	57 St	F	N600	0600 - 0700
Inspect station for unsanitary conditions and correct.				
Re-scrap station. Remove all spills and stains on floors. Clean RTO Facilities.				
Report Off Duty.	57 St	F	N600	0700 -
Report OII Duty.	57 51	Г	INOUU	0700 -
*General Duties-Nightly				
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft				
around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down &				
disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas				
including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways,				
platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove				
gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings.				
Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine				
areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and				
benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse				
housings. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are				
assigned to clean during your tour of duty. Clean & Close Public Restroom. Open Public Restrooms. Hours at scheduled				
time.				
*Scrubber Machine Duties-Daily				
Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine				
clean. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room.				
**Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while				
charging.				
***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or				
Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine.				
**** If station CTA job is not covered, HDC Cleaners must perform general duties.				
Bathroom duties*Employee/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls,				
modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean				
commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and				
disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed. Allow bathroom to dry	·			
10 minutes before reopening.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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Pick Effective Date: 2023 STAC Summer Pick 7/16/2023 Job# Hours RC# NHDC066 2300 - 0700 **Station North** 2763 BOOTH HOURS **INSTRUCTIONS STATION** LINE Sunday-Saturday N303 REPORT ON DUTY IN FULL UNIFORM. 5 Av/53 St ΕM 2300 - 0030 *General/Bathroom Duties- see below Note- If Scrubber Machines are out of service listed General Duties will be performed N303 5 Av/53 St ΕM 0030 - 0330 *Scrubber Machine Clean [Mezzanine] 5 Av/53 St ΕM N303 0330 - 0400 LUNCH *Scrubber Machine Clean [Mezzanine] 5 Av/53 St ΕM N303 0400 - 0600 Clean All Panels. Dust All Marble Walls On Mezzanine *General Duties- see below *Bathroom Duties-see below 5 Av/53 St ΕM N303 0600 - 0700 *General Duties-see below Inspect station for unsanitary conditions and correct. Re-scrap station. Remove all spills and stains on floors N303 Report Off Duty. 5 Av/53 St ΕM 0700 -*General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Clean & Close Public Restroom. Open Public Restrooms. Hours at scheduled time. Madison Ave side (2330-0030): Sweep All Stairways to street. Scrap and Empty all trash receptacles paid and unpaid area. Dust, damp mop, wipe coping/stone/metal from railing to floor edges surrounding access from mezzanine to platform and leading to stairways." Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." **Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean [state areas to be cleaned]. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners must perform general duties. **Bathroom duties***Employee/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed. Allow bathroom to dry 10 minutes before reopening.

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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NHTC067 Station North 2300 - 0700 2701 INSTRUCTIONS Strattion I.INE BOOTH HOURS Report On Daty In Tuil Uniform. 7 Av B D E N301 2300 - 0130 "Crearent Plathonon Drutics sets below 7 Av B D E N301 2300 - 0130 Work II Scrubber Machines are out of service listed Conceal Daties will be performed 7 Av B D E N301 0130 - 0200 Remove Cum From S2, S3, M3AB, M4A, M4, N1. Mop Stativeys Ad All Inaccessible Areas. 7 Av B D E N301 0130 - 0200 Remove Cum From Satirways ML1, M13, M14, PLI-8 7 Av B D E N301 0200 - 0230 "Serubber Machine Clean (UPERL LIVEL) 7 Av B D E N301 0200 - 0230 "Central Daties-see below 7 Av B D E N301 0200 - 0230 "Central Daties-see below 7 Av B D E N301 0200 - 0230 "Central Daties-see below 7 Av B D E N301 0200 - 0700 "General Daties-Report US Take Comparison on Bootsee, Report OB Daties, See below 7 Av B D E N301 0600 - 0700 "Greater Daties-Report Daties-Report Daties-Report Daties-Report Daties-Report Statison on Bootse, Report Call Daties-Report Statison on Bootse, Report Call Daties-Report Datison on Bootse, Report Call Daties-Re	2023 STAC Summer Pick		Pick B	Effective Date	7/16/2023
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Remove Gum From S2, 33, M3A/B, M4A/B. Image: S3, M3A/B, M4A/B. Image: S3, M3A/B, M4A/B. Mop Stairways, And All Inaccessible Areas. 7 Av B D E N301 0130 - 0200 Remove Gum From Stairways, MLI, ML3, MLA, PLI-8 7 Av B D E N301 0200 - 0230 **Scrubber Machine Clean [UPPER LEVEL] 7 Av B D E N301 0230 - 0600 **Genral Duties- see below 7 Av B D E N301 0230 - 0600 *Tearral Duties- see below 7 Av B D E N301 0600 - 0700 Inspect station for unsanitary conditions and correct. Rescrapt station, Remove all splits and stains on floors. 7 Av B D E N301 0600 - 0700 *General Duties-Nightly Inspect station for unsanitary conditions and correct. Rescrapt station for unsanitary conditions and correct. Rescrapt station for unsanitary conditions and correct. No 7 Av B D E N301 0700 - *General Duties-Nightly Inspect station for unsanitary conditions and correct. No <	1				
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Report Off Duty. 7 Av B D E N301 0700 - *General Duties-Nightly Inspect statution for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platform and outside areas (3 ft).Empty, disinfect and clean chrome tops on all trains receptacles. Dus moop and remove gum from floors. We per down & disinfect gutters, sanitary bases and platform and clean chrome tops on all trains receptacles. Dust moop and remove gum from floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform and so clean chrome tops on all trains receptacle. Clean all ledges and benches. Remove and platform and so table of trash receptacle base and remove station upon arriving and departice. Science all stairs is clean floor at base of trash receptacle. Clean all ledges and benches. Remove gumffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restroms. Deodorize the entire station upon arriving and departing each station you are assigned to clean therm ployeer estroms. Develor mome floors. Prepare scrubber machine and machine clean. Wet mop all areas inaccessible to the scrubber machine including starivay landings. Secure and clean machine of the station ty crubber room. **Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean. Wet mop all areas inaccessible to the scrubber machine including starivay landings. Secure and clean machine effer use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. ***Tower statice ware is filled in scrubber machine battery cell if applicable and					
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*Major Cleaning (2400-0030)	*Major Cleaning (2400-0030)				
Mon/Wed: Clean Esc 238; All Chromes, Handrails And Adjacent Tile Walls, Remove Gum From Top And					
Bottom Plates.					
Tue/Fri: Clean N301 Scrubber Room - Wipe Down Eyewash And Fire Extinguisher, Discard Unauthorized					
Materials, Deck Wash Tile Floor, Properly Store Hoses. Thu/Sun: Clean Upper Platform Scrubber Room - Wipe Down Eyewash And Fire Extinguisher, Discard					
Unauthorized Materials, Deck Wash Tile Floor And Properly Store Hoses.					
	,				
***Bathroom duties: Employee/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls,					
modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean					
commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replanich paper (toilet tissue apper toucle, toilet sent covers and soon as needed. Allow bethroom to dry					
disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed. Allow bathroom to dry 10 minutes before reopening.					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick		Pick E	ffective Date:	7/16/2023
Job#		Hours		RC#
NHDC068 Station North		2300 - 0700		2761
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	7 Av	B D E	N301	2300 - 0130
*General/Bathroom Duties- see below			11301	2300 - 0130
Note- If Scrubber Machines are out of service				
listed General Duties will be performed.				
*Scrubber Machine Clean [Mezzanine N300K] -				
Remove Gum From S4, S5, M5A/B, M6A/B. Mop				
Stairways And All Inaccessible Areas.				
Lunch	7 Av	B D E	N301	0130 - 0200
Remove Gum From Stairways ML5-8, PL9-12, P8, P9 And Mop Stairways.	7 Av	B D E	N301	0200 - 0230
**Scrubber Machine Clean [LOWER LEVEL]	7 Av	B D E	N301	0230 - 0600
*General Duties-see below				
*Bathroom Duties -see below	7.4		N201	0(00 0700
*General Duties- see below	7 Av	B D E	N301	0600 - 0700
Inspect station for unsanitary conditions and correct. Re-scrap station. Remove all spills and stains on floors				
REPORT OFF DUTY.	7 Av	BDE	N301	0700 -
*General Duties-Nightly				
Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft				
around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down &				
disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways,				
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housings. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are				
assigned to clean during your tour of duty. Clean & Close Public Restroom. Open Public Restrooms. Hours at scheduled				
time.				
*Scrubber Machine Duties-Daily				
Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine				
clean. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after				
use. Complete post-checklist. **Put machine on charge. Tidy scrubber room.				
**Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while				
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*Major Cleaning (2400-0030)				
Mon/Wed: Clean Esc 237; All Chromes, Handrails And Adjacent Tile Walls, Remove Gum From Top And				
Bottom Plates.				
Tue/Fri: Clean N300K Scrubber Room - Wipe Down Eyewash And Fire Extinguisher, Discard Unauthorized				
Materials, Deck Wash Tile Floor, Properly Store Hoses. Thu/Sun: Clean Upper Platform Scrubber Room - Wipe Down Eyewash And Fire Extinguisher, Discard				
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10 minutes before reopening.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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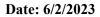


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Pick Effective Date: 7/16/2023
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Job#	Но	ours		RC#
NHDC069 Station North	2200 - 0600			2762
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report on Duty in Full Uniform	42 St Bryant Park	B D F M	N503	2200 -
*Scrubber Machine Duties- see below Note- If machines are out of service listed General Duties will be performed- see below				
*Scrubber Machine Clean N503/N504 Unpaid/Paid Mezzanines	42 St Bryant Park	BDFM	N503	2200 - 0030
*Scrubber Machine Clean S/B Platform	42 St Bryant Park	BDFM	N503	0030 - 0300
Lunch	42 St Bryant Park	B D F M	N503	0300 - 0330
**Major Duty Cleaning- see below	42 St Bryant Park	B D F M	N503	0330 - 0500
Inspect station for unsanitary conditions and correct. Remove all spills and stains on floors	42 St Bryant Park	B D F M	N503	0500 - 0600
Report off duty	42 St Bryant Park	B D F M	N503	0600 -
 *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. *Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. **If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **eff Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **eff station CTA job is not covered, HDC Cleaners must perform general duties *General Duties- If machines are out of service Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms./refuse housings. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. ***Major Duty Cleaning Sun: S/B Platform Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Mon: N503 Paid Mezzanine Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock su				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick Pick Effective Date: 7/16/2023 Job# Hours RC# NHDC070 2200 - 0600 **Station North** 2762 **INSTRUCTIONS STATION** LINE BOOTH HOURS Sunday-Saturday 42 St Bryant Park BDFM N503 2200 -Report on Duty in Full Uniform *Scrubber Machine Duties- see below Note- If machines are out of service listed General Duties will be performed- see below 42 St Bryant Park BDFM *Scrubber Machine Clean N502 Unpaid/Paid Mezzanines N503 2200 - 2330 BDFM 2330 - 0200 42 St Bryant Park N503 *Scrubber Machine Clean N/B Platform 42 St Bryant Park N503 0200 - 0230 B D F M Lunch N503 0230 - 0400 42 St Bryant Park BDFM *Scrubber Machine Clean 5th Avenue Passageway to the IRT BDFM 42 St Bryant Park N503 0400 - 0530 **Major Duty Cleaning- see below BDFM 0530 - 0600 42 St Bryant Park N503 Inspect station for unsanitary conditions and correct. Remove all spills and stains on floors BDFM 42 St Bryant Park N503 0600 -Report Off Duty. *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. *Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. **If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. ***If station CTA job is not covered, HDC Cleaners must perform general duties. *General Duties- If machines are out of service Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **Major Duty Cleaning Sun: N/B Platform Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Mon: N502 Paid Mezzanine Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Tue: N/B Platform Stairways- Clean/Wash S/Ws P2, P4, P6. Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls. Wed: N/B Platform Stairways- Clean/Wash S/Ws P8, P10, P12. Remove All Stickers and Graffiti from Adjacent Surfaces-Tile Walls. Thu: N/B Platform Stairways- Clean/Wash S/Ws PL2, P14A/B. Remove All Stickers and Graffiti from Adjacent Surfaces-Tile Walls. Including dust build up on adjacent tile wall ledge. Fri: N502 Unpaid Mezzanine/Street S/Ws MB20A/B, M19S/B, SB11A/B. Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls.

Sat: Restock All Scrubber Rooms with Supplies @N502, N503 and N504- HDC Soap, Bleach, Mop Heads

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

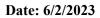
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2023 STAC Summer Pick		Pick Ef	ffective Date:	7/16/2023
Job#	Не	ours		RC#
NHDC071 Station North	22	00 - 0600		2764
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report on Duty in Full Uniform	34 St Herald Sq	B D F M	N506	2200 -
PERFORM DUTIES ON "N,Q,R,W" LINES				
*Scrubber Machine Duties- see below Note- If machines are out of service listed General Duties will be performed- see below.				
*Scrubber Machine Clean A025 Mezzanine	34 St Herald Sq	B D F M	N506	2200 - 2330
*Scrubber Machine Clean A022 Mezzanine	34 St Herald Sq	B D F M	N506	2330 - 0100
*Scrubber Machine Clean N/B Platform	34 St Herald Sq	B D F M	N506	0100 - 0245
Lunch	34 St Herald Sq	B D F M	N506	0245 - 0315
*Scrubber Machine Clean S/B Platform	34 St Herald Sq	B D F M	N506	0315 - 0500
Major Duty Cleaning- see below	34 St Herald Sq	B D F M	N506	0500 - 0600
Report Off Duty.	34 St Herald Sq	B D F M	N506	0600 -
 *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. **If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. ***If station CTA job is not covered, HDC Cleaners must perform general duties. *General Duties- If machines are out of service Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Major Duty Cleaning Sun: S/B "R" Platform Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. 				
Mon: N/B ""R"" Platform Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies.				
Tue: A025 Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies.				
Wed: Path Passageway Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies.				
Thu: S/B ""R"" Platform Stairways- Clean/Wash S/Ws, Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls				
Fri: N/B ""R"" Platform Stairways- Clean/Wash S/Ws, Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls				
Sat: N506 Paid Mezzanine Slop Sink Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick Pick Effective Date: 7/16/2023 Job# Hours RC# **NHDC072** 2200 - 0600 **Station North** 2764 **INSTRUCTIONS** BOOTH **STATION** LINE HOURS Sunday-Saturday 34 St Herald Sq BDFM N506 2200 -Report on Duty in Full Uniform *Scrubber Machine Duties- see below Note- If machines are out of service listed General Duties will be performed- see below BDFM 34 St Herald Sq N506 2200 - 2330 *Scrubber Machine Clean N507 Mezzanine 34 St Herald Sq BDFM 2330 - 0200 N506 *Scrubber Machine Clean N/B Platform 34 St Herald Sq BDFM N506 0200 - 0230 Lunch N506 34 St Herald Sq B D F M 0230 - 0500 *Scrubber Machine Clean S/B Platform BDFM N506 0500 - 0600 34 St Herald Sq **Major Duty Cleaning- see below 34 St Herald Sq BDFM N506 0600 -Report Off Duty. *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. *Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. **If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. ***If station CTA job is not covered, HDC Cleaners must perform general duties. *General Duties- If machines are out of service Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Major Duty Cleaning Sun: S/B ""F"" Platform Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Mon: N/B ""F"" Platform Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Tue: N/B ""F"" Platform Stairways- Clean/Wash S/Ws P6A/B, P8A/B, P10A/B, Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls Wed: Restock all scrubber rooms with supplies- HDC soap, bleach, mopheads Thu: S/B ""F"" Platform Stairways- Clean/Wash S/Ws P1A/B, P3A/B, ML12A/B, P12A/B, Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls Fri: N/B ""F"" Platform Stairways- Clean/Wash S/Ws P2A/B, P4A/B, ML11A/B, P11A/B, Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls Sat: S/B ""F"" Platform Stairways- Clean/Wash S/Ws P5A/B, P7A/B, Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls"

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick

	Pick Effective Date:	7/16/2023
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Job#	Hours			RC#	
NHDC073 Station North	22	2200 - 0600			
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report on Duty in Full Uniform	34 St Herald Sq	B D F M	N506	2200 -	
*Scrubber Machine Duties- see below Note- If machines are out of service listed General Duties will be performed- see below					
*Scrubber Machine Clean N506 Unpaid Mezzanine and Path Passageway	34 St Herald Sq	BDFM	N506	2200 - 2400	
*Scrubber Machine Clean N505K Mezzanine	34 St Herald Sq	BDFM	N506	2400 - 0130	
Lunch	34 St Herald Sq	BDFM	N506	0130 - 0200	
*Scrubber Machine Clean N506 Paid Mezzanine	34 St Herald Sq	BDFM	N506	0200 - 0330	
*Scrubber Machine Clean Intermediate Mezzanines and Ramps.	34 St Herald Sq	BDFM	N506	0330 - 0530	
Inspect 35th Street Passageway and associated stairways for unsanitary conditions and correct.	34 St Herald Sq	BDFM	N506	0530 - 0600	
Report off duty.	34 St Herald Sq	BDFM	N506	0600 -	
 *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. *Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. **If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **If station CTA job is not covered, HDC Cleaners must perform general duties. 					
*General Duties- If machines are out of service					
Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick		Pick Eff	ective Date:	7/16/2023	
Job#	Ηοι	RC#			
NHDC074 Station North	2200 - 0600			2764	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report on Duty in Full Uniform	Broadway-Lafayette	B D F M	N519	2200 -	
*Scrubber Machine Duties- see below Note- If machines are out of service listed General Duties will be performed- see below	St				
*Scrubber Machine Clean N519, N519A, and N519B Mezzanines and Passageway to downtown "6".	Broadway-Lafayette	BDFM	N519	2200 - 0100	
*Scrubber Machine Clean S/B Platform	St Broadway-Lafayette	B D F M	N519	0100 - 0300	
Scrubber Machine Clean S/B Flatform	St Broadway-Lafayette	BDEM	N519	0300 - 0330	
Lunch	St	B D F M	11319	0300 - 0330	
**Major Duty Cleaning- see below	Broadway-Lafayette St	BDFM	N519	0330 - 0430	
Inspect entire station for unsanitary conditions and correct. Remove all spills and stains on floors	Broadway-Lafayette St	BDFM	N519	0430 - 0600	
Report Off Duty.	Broadway-Lafayette St	BDFM	N519	0600 -	
 *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. *Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. **If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **If station CTA job is not covered, HDC Cleaners must perform general duties *General Duties- If machines are out of service Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. 					
*Major Duty Cleaning Sun: S/B Platform Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies.					
Mon: S/B Stairways and Landings- Clean/Wash S/Ws ML3A/B, ML5A/B, P9A/B. Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls.					
Tue: S/B Stairways and Landings- Clean/Wash S/Ws P7, P5, P3, P1. Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls.					
Wed: N519 Unpaid Mezzanine Stairways- Clean/Wash S/Ws M5A/B, M6A/B, M7A/B, M11A/B, S8, S9. Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls.					
Thu: N519A/B Unpaid Mezzanine Stairways- Clean/Wash S/Ws M3A/B, M4, S4, S5, S6. Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls.					
Fri: Middle Mezzanine located at the S/end- Spot Mop/Deck all stains, spills, drag marks from floor areas. Remove all graffiti and stickers- do not leave residue.					
Sat: Restock all scrubber rooms with supplies- HDC soap, bleach, and mopheads.					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick			Pick Effective Date:		
Job#	Но	RC# 2764			
NHDC075 Station North	220				
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform.	Delancey St Essex St	F	N525	2200 -	
Scrubber Machine Duties- see below Note- If machines are out of service listed General Duties will be performed- see below.	51				
Public Restroom Duties	Delancey St Essex St	F	N525	2200 - 2300	
*Scrubber Machine Clean N526 Mezzanine	Delancey St Essex St	F	N525	2300 - 2400	
*Scrubber Machine Clean S/B Platform	Delancey St Essex St	F	N525	2400 - 0200	
Lunch	Delancey St Essex St	F	N525	0200 - 0230	
*Scrubber Machine Clean N/B Platform	Delancey St Essex St	F	N525	0230 - 0430	
Major Duty Cleaning	Delancey St Essex St	F	N525	0430 - 0600	
Report Off Duty.	Delancey St Essex St	F	N525	0600 -	
 *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. *If station CTA job is not covered, HDC Cleaners must perform general duties* *General Duties- If machines are out of service Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Major Duty Cleaning Sun: S/B ""R"" Platform Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. 					
Mon: N/B "R" Platform Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies.					
Tue: N526 Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies.					
Wed: Clean/Wash S/Ws N525 paid mezzanine/street stairways- Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls					
Thu: Clean/Wash S/Ws N525 unpaid mezzanine/street stairways- Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls					
Fri: Clean/Wash S/Ws N526 paid mezzanine/street stairways- Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls					
Sat: Clean/Wash S/Ws N526 unpaid mezzanine/street stairways- Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

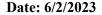
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2023 STAC Summer Pick Pick Effective Date: 7/16/2023 Hours Job# RC# NHDC076 2300 - 0700 **Station North** 2765 **STATION INSTRUCTIONS** LINE BOOTH HOURS Sunday-Saturday Fulton St 23 N098 2300 - 0230 Report On Duty In Full Uniform. *Scrubber Machine Duties-Island Platform, Passageway & Mezzanine Stairways At A077 Paid & Unpaid Mezzanines. Major Duty Floors Nightly. If Machine is Out of Service, Listed General Duties Will Be Performed. 0230 - 0300 Fulton St 23 N098 Lunch *Scrubber Machine Duties-A081 & A082 Paid & Unpaid Mezzanines. Fulton St 23 N098 0300 - 0500 Major Duty Floors Nightly. N098 Fulton St 23 0500 - 0700 *Scrubber Machine Duties-Island Platform, Unmanned Paid/Unpaid Mezzanines. Fulton St 23 0700 -N098 Report off duty. *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean the island platform end-to-end where applicable, including passageways. Wet mop all areas inaccessible to the scrubber machine including stairway landings, threads and passageways. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners will perform general duties. Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize touch points. Clean and disinfect refuse rooms/refuse housings. Wet Mop: stairway & landings, including threads, passageways/underpass, tunnels, mezzanines & corridors. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *General Duties-If Scrubber Machines are out of service. Dust Mop & Remove Gum From Floors. Mop Entire Platform, passageways And Mezzanine Floors. Mop All Stairway Landings & Threads. Deck Brush And Disinfect Gutters, Sanitary Bases And Platform Ends. Spot Clean ADA Tactile As Required. Empty, Disinfect And Clean Chrome Tops On All Trash Receptacles. Disinfect All Urine Areas. Clean Interior of Trash Receptacle Base And Remove Stains on Floor at Base of Trash Receptacles. Clean All Ledges And Benches. Remove Graffiti, Stickers, And Sticker/Glue Residue. Sanitize All Touch Points. Clean And Disinfect Refuse Rooms/Refuse Canister Housings

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick Pick Effective Date: 7/16/2023 Hours Job# RC# NHDC077 2300 - 0700 **Station North** 2765 **STATION INSTRUCTIONS** LINE BOOTH HOURS Sunday-Saturday Broad St JΖ A083 2300 - 0200 Report On Duty In Full Uniform. *Scrubber Machine Duties-Manhattan Bound Platform & Paid/Unpaid Mezzanines & Stairways. Major Duty Floors Nightly. If Machine is Out of Service, Listed General Duties Will Be Performed. 0200 - 0230 Broad St JΖ A083 Lunch Broad St JΖ A083 0230 - 0600 *Scrubber Machine Duties-Queens Bound Platform & Paid/Unpaid Mezzanines & Stairways. Major Duty Floors Nightly. A083 *Scrubber Machine Duties-A083 Mezzanine Paid/Unpaid. Broad St JΖ 0600 - 0700 Report Off Duty. A083 0700 -Broad St JΖ *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean the island platform end-to-end where applicable, including tunnels & passageways. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners will perform general duties. Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize touch points. Clean and disinfect refuse rooms/refuse housings. Wet Mop: stairway & landings, including threads, passageways/underpass, tunnels, mezzanines & corridors. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *General Duties-If Scrubber Machines are out of service. Dust Mop & Remove Gum From Floors. Mop Entire Platform, Passageways, Tunnels And Mezzanine Floors. Mop All Stairway Landings & Remove stains from threads. Deck Brush And Disinfect Gutters, Sanitary Bases And Platform Ends. Spot Clean ADA Tactile As Required. Empty, Disinfect And Clean Chrome Tops On All Trash Receptacles. Disinfect All Urine Areas. Clean Interior of Trash Receptacle Base And Remove Stains on Floor at Base of Trash Receptacles. Clean All Ledges And Benches. Remove Graffiti, Stickers, And Sticker/Glue Residue. Sanitize All Touch Points. Clean And Disinfect Refuse Rooms/Refuse Canister Housings.

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick	Pick Effective Date:			7/16/2023	
Job#	Hours			RC#	
NHDC078 Station North		2300 - 0700		2761	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report on Duty in Full Uniform.	14 St	A C E	N078	2300 - 0230	
*Scrubber Machine Duties- see below Note- If machines are out of service listed General Duties will be performed.					
*Scrubber Machine Duties – N78 Control Area,					
And 15th Street Exit/Entrance.					
Lunch	14 St	A C E	N078	0230 - 0300	
*Scrubber Machine Duties – N078 Mezzanine to	14 St	A C E	N078	0300 - 0530	
H001 Control Area Tile Floor including L					
Line Ramp & Signals School.					
*Inspect station for unsanitary conditions and correct.	14 St	A C E	N078	0530 - 0700	
Re-scrap station. Remove all spills and stains on floors.					
Report off duty.	14 St	A C E	N078	0700 -	
 *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean N78, H001, Unpaid/Paid Mezzanine areas, passageway tiles and L Line ramp. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. ***** If station CTA job is not covered, HDC Cleaners must perform general duties. **General Duties-If machines are out of service- Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. 					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

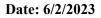
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2023 STAC Summer Pick		Pick Effective Date: Hours		
Job#				
NHDC079 Station North		2200 - 0600		
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Satu	ırday			
Report On Duty In Full Uniform.	8 Av	L	H001	2200 -
Sweep All Street And Mezzanine Stairways. Scrap Mezzanine And Platform. Empty And Clean All T Clean & Disinfect Refuse Room.	rash Receptacles. 8 Av	L	H001	2200 - 2300
Scrub & Wet Mop Ramp Leading To Platform.	8 Av	L	H001	2300 - 2330
Scrub & Wet Mop All Stairs Including Street Stairs In H001 Control Area. Scrub & Wet Mop Stairs L Ramp & Signal School. Remove Graffiti & Stickers. Disinfect Urine Areas.	eading To L Line By 8 Av	L	H001	2330 - 0100
RTO Facilities Sweep, Mop And Disinfect Toilets And Empty Trash Receptacles.	8 Av	L	H001	0100 - 0130
Lunch	8 Av	L	H001	0130 - 0200
Dust Mop, Scrape Gum, Remove Graffiti & Stickers. Clean & Polish Railings Platforms.	8 Av	L	H001	0200 - 0300
Machine Clean Platform. Scrub & Wet Mop Areas Inaccessible To Machine. Clean & Secure Scrubber Scrubber Room.	Machine. Clean 14 St	A C E	N078	0300 - 0430
Clean & Disinfect Elevators EL221, EL222, EL223 & EL224. Clean MVM & MEM In H001 Control Area.	14 St	A C E	N078	0430 - 0600
Report Off Duty.				
Note: If Job NHDC078 Not Covered, Job NHDC079 Will Clean & Close Public Bathroom & Reopen At 050	0. 8 Av	L	H001	0600 -

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

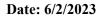
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2023 STAC Sumn	ner Pick	Pick Effective Date: Hours			7/16/2023
Job#					RC#
NHDC080 St	tation North		2300 - 0700		
INSTRUCTIONS		STATION	LINE	воотн	HOURS
	Sunday-Saturday				
Report On Duty In Full U *Scrubber Machine Duties		59 St	456	R244	2300 -
If Scrubber Machines are	out of service listed General Duties will be performed				
*Perform General Duties	* - including Mezzanine (A002 Control Area)	59 St	N R W	R244	2300 - 0100
Scrubber Machine Duties	s - Island Platform	59 St	N R W	R244	0100 - 0230
Lunch		59 St	456	R244	0230 - 0300
*Perform General Duties	* - including Middle Mezzanine (salad bowl)	59 St	N R W	R244	0300 - 0530
Clean Scrubber Machine a	and Tidy Scrubber Room.	59 St	N R W	R244	0530 - 0600
**Perform General Duties	**	59 St	N R W	R244	0600 - 0700
Report off duty.		59 St	456	R244	0700 -
and machine clean. Wet n machine after use. Comple **Ensure distilled water is charging. ***If Mobile Wash is on Mobile Wash Supervisor t	s -Nightly: rep work area: Scrap, Sweep, Dust mop and remove gum from floors. Prepare scrubber machine nop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean ete post-checklist. **Put machine on charge. Tidy scrubber room. s filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or to perform other task including but not limited to removing excess water with scrubber machine. is not covered, HDC Cleaners must perform general duties****				
and disinfect gutters, sanit chrome tops on all trash r floor at base of trash recej all touch points. Clean and surfaces/panels. Remove s	chines are out of service- m from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush tary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean eceptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on ptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize d disinfect refuse rooms/refuse housings. Clean and polish interior/exterior elevator cabs & scruff marks/stains/footprints from tile walls. Perform all listed General duties and additional e station upon arriving and departing each station you are assigned to clean during your tour of				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick	Pick Effective Date:			7/16/2023	
Job#	Hours			RC#	
NHDC081 Station North	2300 - 0700			2763	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform.	5 Av/59 St	N R W	A006	2300 - 0030	
*Scrubber Machine Duties - see below					
Perform General Duties					
Scrubber Machine Duties - Northbound Platform	5 Av/59 St	N R W	A006	0030 - 0230	
Lunch	5 Av/59 St	N R W	A006	0230 - 0300	
Scrubber Machine Duties - Southbound Platform	5 Av/59 St	N R W	A006	0300 - 0430	
Clean Scrubber Machine and Tidy Scrubber Room.	5 Av/59 St	N R W	A006	0430 - 0500	
Perform General Duties	5 Av/59 St	N R W	A006	0500 - 0700	
Report Off Duty.	5 Av/59 St	N R W	A006	0700 -	
 *Scrubber Machine Duties -Nightly: Complete pre-checklist. Prep work area: Scrap, Sweep, Dust mop and remove gum from floors. Prepare scrubber machine and machine clean. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners must perform general duties**** **General Duties - If machines are out of service-Dust mop and remove gum from floors. Mop entire platform and mezzanine / passageway floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and the static for the base of the static for the base. 					
clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean and polish interior/exterior elevator cabs & surfaces/panels. Remove scruff marks/stains/footprints from tile walls. Perform all listed General duties and additional tasks. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty."	5				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick Pick Effective Date: 7/16/2023 Hours Job# RC# **NHDC082** 2300 - 0700 **Station North** 2763 **INSTRUCTIONS STATION** LINE BOOTH HOURS Sunday-Saturday NRW A015 Report On Duty In Full Uniform. 49 St 2300 - 0030 *Scrubber Machine General Duties- see below Note- If Scrubber Machines are out of service listed General Duties will be performed 49 St A015 *Scrubber Machine Clean [Northbound] NRW 0030 - 0300 NRW 49 St A015 0300 - 0330 Lunch 49 St NRW A015 0330 - 0600 *Scrubber Machine Clean [Southbound] 49 St NRW A015 0600 - 0700 *General Duties-see below Inspect station for unsanitary conditions and correct. Re-scrap station. Remove all spills and stains on floors 49 St NRW A015 0700 -Report Off Duty. *General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean [state areas to be cleaned]. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners must perform general duties. **Bathroom duties: Employee/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed. Allow bathroom to dry 10 minutes before reopening.

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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Pick Effective Date: 2023 STAC Summer Pick 7/16/2023 Hours Job# RC# NHDC083 2200 - 0600 **Station North** 2757 HOURS **INSTRUCTIONS STATION** LINE BOOTH Sunday-Saturday 28 St R W A027 2200 - 2330 Report on Duty in Full Uniform. *Scrubber Machine Duties- see below Note- If Scrubber Machines are out of service listed, General Duties will be performed. *Scrubber Machine Duties[Mezzanine SB- - see below 28 St R W A027 2330 - 0130 *Scrubber Machine Duties [Platform SB] - see below 28 St R W A027 0130 - 0200 Lunch 28 St R W A027 0200 - 0330 **Scrubber Machine Duties [Platform NB] - see below 28 St R W A027 0330 - 0500 *Scrubber Machine Duties [Mezzanine NB] - see below 28 St R W A027 0500 - 0600 *Inspect station for unsanitary conditions and correct. Re-scrap station. Remove all spills and stains on floors. 28 St R W A027 0600 -Report off duty. *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners must perform general duties. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." **General Duties-If machines are out of service-Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings.

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick	Pick Effective Date:			7/16/2023	
Job#	Hours			RC#	
NHDC084 Station North	2200 - 0600			2757	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report on Duty in Full Uniform. *Scrubber Machine Duties- see below	Prince St	R W	A041	2200 - 2330	
Note- If Scrubber Machines are out of service listed, General Duties will be performed.					
*Scrubber Machine Clean [Mezzanine SB see below					
*Scrubber Machine Duties [Platform SB] - see below	Prince St	R W	A041	2330 - 0130	
Lunch	Prince St	R W	A041	0130 - 0200	
**Scrubber Machine Duties [Platform NB] - see below	Prince St	R W	A041	0200 - 0330	
*Scrubber Machine Clean [Mezzanine NB] - see below	Prince St	R W	A041	0330 - 0500	
*Inspect station for unsanitary conditions and correct.	Prince St	R W	A041	0500 - 0600	
Re-scrap station. Remove all spills and stains on floors.					
Report off duty.	Prince St	R W	A041	0600 -	
 *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean [state areas to be cleaned]. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners must perform general duties. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." 					
**General Duties-If machines are out of service- Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings.					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC SI Pick

2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023
Job#		Hours		RC#
NHDC085 Station North		2300 - 0700		2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Canal St	R W	A043	2300 - 0200
*Scrubber Machine Duties-Northbound Platform. All Street And Mezzanine Stairways & Ramp Down to N/Q Lines Up Until Mosaic Tile Wall. Major Duty Floors Nightly.				
If Machine is Out of Service, Listed General Duties Will Be Performed.				
Lunch	Canal St	R W	A043	0200 - 0230
*Scrubber Machine Duties-Southbound Platform All Street And Mezzanine Stairways Major Duty Floors Nightly.	Canal St	R W	A043	0230 - 0500
*Scrubber Machine Duties-A043 Paid & Unpaid Mezzanines & Stairways.	Canal St	R W	A043	0500 - 0700
Report off duty.	Canal St	R W	A043	0700 -
 *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean the island platform end-to-end where applicable. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners will perform general duties. Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize touch points. Clean and disinfect refuse rooms/refuse housings. Wet Mop: stairway & landings, including threads, passageways/underpass, tunnels, mezzanines & corridors. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty 				
*General Duties-If Scrubber Machines are out of service.				
Dust Mop & Remove Gum From Floors. Mop Entire Platform And Mezzanine Floors. Mop All Stairway Landings. Deck Brush And Disinfect Gutters, Sanitary Bases And Platform Ends. Spot Clean ADA Tactile As Required. Empty, Disinfect And Clean Chrome Tops On All Trash Receptacles. Disinfect All Urine Areas. Clean Interior of Trash Receptacle Base And Remove Stains on Floor at Base of Trash Receptacles. Clean All Ledges And Benches. Remove Graffiti, Stickers, And Sticker/Glue Residue. Sanitize All Touch Points. Clean And Disinfect Refuse Rooms/Refuse Canister Housings.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023 RC#	
Job#		Hours			
NHDC086 Station North		2300 - 0700		2765	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform.	Canal St	6	A046	2300 - 0230	
PERFORM DUTIES AT CANAL ST "J" LINE					
*Scrubber Machine Duties-Island Platform Street & Platform Stairways. Major Duty Floors Nightly					
If Machine is Out of Service, Listed General Duties Will Be Performed.					
Lunch	Canal St	6	A046	0230 - 0300	
*Scrubber Machine Duties-CANAL ST "N/Q" Northbound & Southbound Platforms	Canal St	6	A046	0300 - 0530	
*Listed General Duties-If Scrubber Machines are out of service. Major Duty Floors Nightly					
PERFORM DUTIES AT CANAL ST "J" LINE	Canal St	6	A046	0540 - 0700	
*Scrubber Machine Duties-Island Platform, Paid/Unpaid Mezzanines & Stairway Entrance.					
Report Off Duty.	Canal St	6	A046	0700 -	
*Elevator/Escalator Duties-					
Clean & Polish EL-722 (0730-0800 And 1200-1230) & EL-719 (0800-0830 And 1230-1300). Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels(street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.					
 *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean the island platform end-to-end where applicable. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners will perform general duties. 					
Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize touch points. Clean and disinfect refuse rooms/refuse housings. Wet Mop: stairway & landings, including threads, passageways/underpass, tunnels, mezzanines & corridors. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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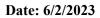
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23 STAC Summer Pick			Pick Effective Date:		
Job#		Hours			
NHDC087 Station North		2300 - 0700		2765	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform.	Cortlandt St	R W	A050	2300 - 0200	
*Scrubber Machine Duties-Northbound Platform All Street, & Mezzanine Stairways At A050, A051, A052, & A053 Paid & Unpaid Mezzanines, & South-end Underpass. Major Duty Floors Nightly.					
If Machine is Out of Service, Listed General Duties Will Be Performed.					
Lunch	Cortlandt St	R W	A050	0200 - 0230	
*Scrubber Machine Duties-Southbound Platform, A052 & A053 Control Areas. Major Duty Floors Nightly	Cortlandt St	R W	A050	0230 - 0500	
*Major Duties-see below (0330-0400)					
*Scrubber Machine Duties-"E" Line Passageway & Northbound And Southbound Platform.	Cortlandt St	R W	A050	0500 - 0700	
Report off duty.	Cortlandt St	R W	A050	0700 -	
 *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean the island platform end-to-end where applicable. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. ***** If station CTA job is not covered, HDC Cleaners will perform general duties. *Major Duty Cleaning- Sun: Deck Wash & Remove Dust And Stains From Tile Walls in "E" Line Passageway Tue: Refuse Room - Clean & disinfect. Sweep, deck brush, mop, and remove all stains & drag marks. Breakdown all empty boxes. Wipe down fire extinguisher. Clean/wipe down walls, as needed. Wed: Scrubber Room - Clean & disinfect. Sweep, deck brush, mop, and remove all stains & drag marks. Breakdown all empty boxes. Wipe down fire extinguisher and eyewash unit. Clean/wipe down walls, as needed. Fri: Clean & Organize Paper/Chemical Supply Rooms Including Breakdown Empty Boxes And Place Supply Boxes on Shelves. Sat: Clean, Sweep, & Mop Employee Facility Room. Remove Dust From Ledges & Lockers. Deck Brush Walls, Where Accessible. 	, ,				
Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mor all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize touch points. Clean and disinfect refuse rooms/refuse housings. Wet Mop: stairway & landings, including threads, passageways/underpass, tunnels, mezzanines & corridors. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *General Duties-If Scrubber Machines are out of service. Dust Mop & Remove Gum From Floors. Mop Entire Platform And Mezzanine Floors. Mop All Stairway Landings. Deck Brush And Disinfect Gutters, Sanitary Bases And Platform Ends. Spot Clean ADA Tactile As Required. Empty, Disinfect	2				
And Clean Chrome Tops On All Trash Receptacles. Disinfect All Urine Areas. Clean Interior of Trash Receptacle Base And Remove Stains on Floor at Base of Trash Receptacles. Clean All Ledges And Benches. Remove Graffiti, Stickers, And Sticker/Glue Residue, Sanitize All Touch Points, Clean And Disinfect Refuse Rooms/Refuse Canister Housings.	1				

Sticker/Glue Residue. Sanitize All Touch Points. Clean And Disinfect Refuse Rooms/Refuse Canister Housings.

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick Pick Effective Date: 7/16/2023 Job# Hours RC# NHDC088 2300 - 0700 **Station North** 2763 **INSTRUCTIONS STATION** LINE BOOTH HOURS Sunday-Saturday Report On Duty In Full Uniform. 57 St-7 Av NRQW A010 2300 - 0130 *Scrubber Machine Duties- see below Note- If Scrubber Machines are out of service listed General Duties will be performed A010 *Scrubber Machine Clean [A010 Mezzanine and Southbound] 57 St-7 Av NRQW 0130 - 0300 57 St-7 Av NRQW A010 0300 - 0330 LUNCH NRQW A010 0330 - 0400 57 St-7 Av *Major Duty-see below A010 *Elevator Duties- see below 57 St-7 Av NRQW 0400 - 0500 Wipe Down Street Entrance Exterior 57 St-7 Av NROW A010 0500 - 0600 RTO Tower NRQW *General Duties- see below 57 St-7 Av A010 0600 - 0700 Inspect station for unsanitary conditions and correct. Re-scrap station. Remove all spills and stains on floors. NRQW 0700 -57 St-7 Av A010 Report Of Duty. *General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Clean & Close Public Restroom. Open Public Restrooms. Hours at scheduled time. **Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean [state areas to be cleaned]. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners must perform general duties. Sun: Major Duty Tower S/B. Mon: Major Duty Supt'S Office. Tue-Sat: Spot Mop The Mezzanine By 55 St And In Front Of Supt'S Office. Polish And Clean MVMs And Turnstiles In A010 Mezzanine. **Elevator Duties Clean and polish (EL281, EL282, EL283 and EL604). Remove gum, sweep, mop, and disinfect elevator floors, wipe down interior and exterior panels/edges on all levels, (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators in the station. Remove debris from elevator door sills. Clean and wipe down the safety edge with dry rag from top to bottom. **Bathroom duties: Employee/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed. Allow bathroom to dry

10 minutes before reopening.

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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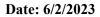
2023 STAC Summer Pick

Pick Effective Date:	7/16/2023
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Job#	Ho	ours		RC#
NHDC089 Station North	23	00 - 0700		2755
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	E 180 St	2 5	R325	2300 - 2400
*General Duties- see below				
*Public Restroom Duties- Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed. Open public toilets at 0650 hrs.	E 180 St	2 5	R325	2400 - 0100
*Scrubber Machine Duties-Daily	E 180 St	2 5	R325	0100 - 0300
Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean mezzanine. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. **If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine.				
Lunch	E 180 St	2 5	R325	0300 - 0330
*Major Duty Cleaning-	E 180 St	2 5	R325	0330 - 0430
Mon: Refuse Rooms: Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Tue: Stairways- Bucket wash all street and mezzanine stairways. Clean handrails and adjacent tile wall/fiberglass panels. Remove all stickers. Wed: Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall on Manhattan bound platform. Thu: Refuse Rooms: Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Fri: Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall: Remove stains and scuff marks from Q-Panels/Fiberglass Panels/Wind Breakers/Concrete/Tile Wall on Bronx bound platform. Sat: Stairways- Bucket wash all platform stairways. Clean handrails and adjacent tile wall/fiberglass panels. Remove all stickers.	E 180 St	2.5	P225	0420 0520
*Elevator Duties - Clean and polish (ELE 159 & 160). Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and	E 180 St	2 5	R325	0430 - 0530
exterior panels/ledges on all levels(street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.				
*General Duties- see below	E 180 St	2 5	R325	0530 - 0700
Report Off Duty	E 180 St	2 5	R325	0700 -
*General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, and platforms. Clean courtyard and empty trash receptacles. Bucket wash passageway. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platforms, mezzanines, passageways, and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick	Pick Effective Date:			7/16/2023
Job#		RC#		
NHDC090 Station North		2200 - 0600		2756
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	Parkchester	6	R417	2200 - 0200
*Scrubber Machine Duties- see below				
*Note- If Scrubber Machines are out of service, the listed General Duties will be performed.				
Major duty	Parkchester	6	R417	0200 - 0300
Lunch	Parkchester	6	R417	0300 - 0330
Major duty	Parkchester	6	R417	0330 - 0440
Inspect station for unsanitary conditions and correct.	Parkchester	6	R417	0440 - 0600
Re-scrap station. Remove all spills and stains on floors.				
Report Off Duty	Parkchester	6	R417	0600 -
 *Scrubber Machine Duties-Daily Complete pre-checklists. Prep work area: Dust mop and remove gum from all floors. Prepare scrubber machines and machine clean unpaid and paid mezzanine areas. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machines after use. Complete post-checklists. **Put machines on to charge. Tidy each scrubber room after use. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners must also perform general duties. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *General Duties-If machines are out of service- Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Remove all pigeon droppings (clean and disinfect) from the outside area (southside and northside exits). Clean and disinfect, including all urine areas. Empty all trash receptacles, disinfect, and clean all T/R chrome tops, the interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffit, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse housings. Wipe down booth windows. Clean, disinfect, sweep, mop and restock both employee and public restrooms. Clean, disinfect, sweep, and mop the employee facility room. Wipe down the tables, clean the Quench, and wipe down the microwave and refrigerator. *Major Duty Cleani				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick	Pick Effective Date:			: 7/16/2023	
Job#	Но	RC#			
NHDC091Station North	230	0 - 0700		2755	
INSTRUCTIONS	STATION	LINE	воотн	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform	Central Park North 110 St	2 3	R301	2300 - 2400	
*General Duties- see below					
*Scrubber Machine Duties [Platform] - see below	Central Park North 110 St	2 3	R301	2400 - 0300	
Lunch	Central Park North 110 St	2 3	R301	0300 - 0330	
*Scrubber Machine Duties [Staffed and Unstaffed Mezzanines] - see below	Central Park North 110 St	2 3	R301	0330 - 0430	
*Major Cleaning -	Central Park North 110 St	2 3	R301	0430 - 0530	
 Sun: Concrete/Tile Wall: Remove stains and scuff marks from Concrete/Tile Wall in staffed and unstaffed mezzanines. Mon: Refuse Rooms: Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Tue: Stairways- Bucket wash all street and mezzanine stairways. Clean handrails and adjacent tile wall/fiberglass panels. Remove all stickers. Wed: Concrete/Tile Wall: Remove stains and scuff marks from Concrete/Tile Wall on platform. Thu: Refuse Rooms: Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Fri: Passageway by EFR and Employee toilet - Bucket wash passageway. Remove all stains and dust from walls and floor. Remove garbage and stack items properly. Sat: Employee Facility Room- Wipe down all surfaces including walls, lockers, doors, Quench machines, refrigerator, microwave, fans, and exhaust fans cover. Empty trash can, sweep, mop and disinfect floors. Wipe down Fire Extinguishers. 					
*General Duties- see below	Central Park North 110 St	2 3	R301	0530 - 0700	
Report Off Duty *General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, and platforms. Hose wash passageway. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Empty, disinfect and clean chrome tops on all trash receptacles. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty. "*Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine	Central Park North 110 St	2 3	R301	0700 -	
 clean mezzanine. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. *Note - In lieu machines are out of service, listed General Duties will be performed 					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC	Summer Pick
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Pick Effective Date:	7/16/2023
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Job#		Hours		RC#
NHDC092 Station North		2300 - 0700		2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Fulton St	A C	N095	2300 - 0200
*Scrubber Machine Duties/General Duties-Island Platform, Stairway NS18 & NS19 Major Duty Floors Nightly				
If Machine is Out of Service, Mop entire Platform & Perform General Duties.				
Lunch	Fulton St	A C	N095	0200 - 0230
*Scrubber Machine Duties-R205A & R208 Mezzanines, Stairway NS20 & NS21 Major Duty Floor Nightly.	Fulton St	A C	N095	0230 - 0500
*Scrubber Machine Duties-Island Platform & All Stair backs.	Fulton St	A C	N095	0500 - 0700
Report off duty.	Fulton St	A C	N095	0700 -
*Scrubber Machine & General Duties-Daily Complete pre-checklist. Prep work area: Scrap & Sweep platform. Empty, Clean, Disinfect, Polish Chrome top of all trass receptacles. Dust mop and remove gum from floors. Prepare scrubber machine and machine clean the island platform end-to-end where applicable, including side of escalators. Wet mop all areas inaccessible to the scrubber machine includin stairway landings. Bucket Wash, With a Deck brush remove Stains/Dust underneath stairways & Benches, including stairway threads, landings, risers & copings. Secure and clean machine after use. Complete post-checklist. **Put machine charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging.	ng • on			
Major Duties: Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. N all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize touch points. Clean and disinfect refuse rooms/refuse housings. Bucket wash refuse room. Organize, clean & disinfect scrubber rooms. Re-stock Scrubber Room. Wet Mop: stairway & landings, including threads, passageways/underpass, tunnels, mezzanines & corridors. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick		Pick H	Effective Date:	7/16/2023
Job#		Hours		RC#
NHDC093 Station North		2300 - 0700		2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	Wall St	2 3	R111	2300 - 0300
*Scrubber Machine Duties-Island Platform & R112A Mezzanine. Major Duty Floors Nightly				
If Machine is Out of Service, Listed General Duties Will Be Performed.				
Lunch	Wall St	2 3	R111	0300 - 0330
*Scrubber Machine Duties- R110 Unmanned Paid/Unpaid Mezzanines & Stairway Entrances. Major Duty Floors Nightly	Wall St	2 3	R111	0330 - 0600
*Major Duties-see below (0500-0530)				
*Scrubber Machine Duties-Island Platform and Stairways Leading to Mezzanine/Passageway	Wall St	2 3	R111	0600 - 0700
Report Off Duty.	Wall St	2 3	R111	0700 -
 *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean the island platform end-to-end where applicable. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners will perform general duties. 				
 *Major Duty Cleaning- Mon/Wed/Fri : Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Sun/Tue/Thurs/Sat: Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down top of Fire Extinguishers. Scrubber Room- Deck wash walls and floor. Clean/disinfect and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies. Wipe down Fire Extinguishers. Restock supplies. Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize touch points. Clean and disinfect refuse rooms/refuse housings. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NHDC094 Station North		2200 - 0600		2765
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	South Ferry	1	R101	2200 - 0200
Report on Duty in Full Uniform				
*Scrubber Machine Duties-Island Platform				
Major Duty Floors Nightly				
If Machine is Out of Service, Listed General Duties Will Be Performed.				
Lunch	South Ferry	1	R101	0200 - 0230
*Scrubber Machine Duties- South-end, Middle (Exit #2), & North-end (Exit #3) Mezzanines Including North-end Mezzanine of Whitehall St Major Duty Floors Nightly	South Ferry	1	R101	0230 - 0500
*Major Duties-see below (0400-0430)				
*Scrubber Machine Duties-Island Platform R101 Paid/Unpaid Mezzanines	South Ferry	1	R101	0500 - 0600
Report Off Duty.	South Ferry	1	R101	0600 -
*Elevator/Escalator Duties-				
Clean & Polish ESC-371, 732, & ESC-733. Clean & Polish ESC-353 At Whitehall. Remove gum, sweep, mop and disinfect elevator floors. Wipe down interior and exterior panels/ledges on all levels(street, mezzanine and platforms. Clean interior and exterior glass on all elevators in the station. Remove graffiti, stickers and sticker glue residue. Remove debris from elevator door sills. Clean and wipe down the safety edge with a dry rag from top to bottom.				
 *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean the island platform end-to-end where applicable. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners will perform general duties. 				
Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize touch points. Clean and disinfect refuse rooms/refuse housings.Wet Mop: stairway & landings, including threads, passageways/underpass, tunnels, mezzanines & corridors. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
*General Duties-If Scrubber Machines are out of service.				
Dust Mop & Remove Gum From Floors. Mop Entire Platform And Mezzanine Floors. Mop All Stairway Landings. Deck Brush And Disinfect Gutters, Sanitary Bases And Platform Ends. Spot Clean ADA Tactile As Required. Empty, Disinfect And Clean Chrome Tops On All Trash Receptacles. Disinfect All Urine Areas. Clean Interior of Trash Receptacle Base And Remove Stains on Floor at Base of Trash Receptacles. Clean All Ledges And Benches. Remove Graffiti, Stickers, And Sticker/Glue Residue. Sanitize All Touch Points. Clean And Disinfect Refuse Rooms/Refuse Canister Housings.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#	Но	ours		RC#
NHDC095 Station North	23	00 - 0700		2751
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	116 St Columbia	1	R173	2300 - 2400
*Scrubber Machine Duties- see below	University			
* Note- If machines are out of service listed General Duties will be performed				
*Scrubber Machine Duties (NB Platform) (see below	116 St Columbia University	1	R173	2400 - 0200
Lunch	116 St Columbia University	1	R173	0200 - 0230
*Scrubber Machine Duties [S/B Mezzanine] (see below)	116 St Columbia University	1	R173	0230 - 0330
*Scrubber Machine Duties [S/B Platform] (see below)	116 St Columbia University	1	R173	0330 - 0530
*Major Duty-See below	116 St Columbia University	1	R173	0530 - 0600
*Inspect station for unsanitary conditions and correct. Re-scrap station. Remove all spills and stains from floors. Empty trash receptacles.	116 St Columbia University	1	R173	0600 - 0700
Report Off Duty.	116 St Columbia University	1	R173	0700 -
 *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Scrap Entire Station. Dust mop and remove gum from floors. Prepare scrubber machine and machine clean (N/B floors 2300-0200) (S/B floors 0230-0530) Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners must perform general duties. 				
**General Duties-If Scrubber Machines are out of service- Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
**Major Duty- Employee Toilets- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NHDC096 Station North		2300 - 0700		2751
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	181 St	1	R183	2300 - 0030
*Scrubber Machine Duties- see below				
Note- If machines are out of service listed General Duties will be performed				
Scrubber Machine Duties [Upper Mezzanine] (see below)				
Scrubber Machine Duties [S/B Platform] (see below)	181 St	1	R183	0030 - 0230
Lunch	181 St	1	R183	0230 - 0300
*Scrubber Machine Duties [N/B Platform] (see below)	181 St	1	R183	0300 - 0500
*Major Duty-See below	181 St	1	R183	0500 - 0600
*Inspect station for unsanitary conditions and correct. Re-scrap station. Remove all spills and stains from floors. Empty trash receptacles.	181 St	1	R183	0600 - 0700
Report Off Duty.	181 St	1	R183	0700 -
 *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Scrap Entire Station. Dust mop and remove gum from floors. Prepare scrubber machine and machine clean (N/B floors 2300-0200) (S/B floors 0230-0530) Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners must perform general duties. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour. **General Duties-If Scrubber Machines are out of service-Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize 				
all touch points. Clean and disinfect refuse rooms/refuse housings. **Major Duty- Employee Toilets- Clean Men and Women's: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue, paper towels, toilet seat covers) and soap as needed.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NHDC097 Station North		2200 - 0600		2755
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	135 St	2 3	R306	2200 - 2300
*Scrubber Machine Duties [Manhattan Bound Mezzanine]				
*Scrubber Machine Duties [Manhattan Bound Platform]	135 St	2 3	R306	2300 - 0145
Lunch	135 St	2 3	R306	0145 - 0215
*Scrubber Machine Duties [Bronx Bound Mezzanine]	135 St	2 3	R306	0215 - 0315
*Scrubber Machine Duties [Bronx Bound Mezzanine]	135 St	2 3	R306	0315 - 0600
Report Off Duty	135 St	2 3	R306	0600 -
 *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean mezzanine. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. *General Duties-In lieu machines are out if service-Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean and disinfect El 180 and El 181. Deodorize the entire station upon arriving and departing at each station you are assigned to clean during your tour of duty. 				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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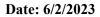
2023 STAC Summer Pick

Pick Effective Date:	7/16/2023
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Job#	н	ours		RC#
JOD# NHDC098 Station North		00 - 0700		2762
			BOOTH	
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform. * Scrubber Machine Duties - see below	Brooklyn Bridge City Hall	456	R210	2300 - 2400
*Major Duties - Elevators Cleaning 314,315,316 - see below				
*Mezzanine Control Unpaid Area R210 Including Crossover by Side of Booth toward Pace University Exit & Passageway- Scrap, Sweep, Mop, utilize Scrubber Machine.	Brooklyn Bridge City Hall	456	R210	2400 - 0200
Lunch	Brooklyn Bridge City Hall	456	R210	0200 - 0230
*Major Duties - Public Restrooms- See below	Brooklyn Bridge City Hall	456	R210	0230 - 0300
*Mezzanine Control paid Area -R210 Including 4,5,6 crossover & Passageway leading from A069K to R210 paid Mezzanine- Scrap, Sweep, Mop, utilize Scrubber Machine.	Brooklyn Bridge City Hall	456	R210	0300 - 0400
*Clean Scrubber Machine and Tidy Scrubber Room**	Brooklyn Bridge City Hall	456	R210	0400 - 0430
Perform General Duties see below	Brooklyn Bridge City Hall	456	R210	0430 - 0700
Report Off Duty.	Brooklyn Bridge City Hall	456	R210	0700 -
*Scrubber Machine Duties -Nightly:				
Complete pre-checklist. Prep work area: Scrap, Sweep, Dust mop and remove gum from floors. Prepare scrubber machine				
and machine clean. Wet mop all areas inaccessible to the scrubber machine including stairway landings Leading to Lower				
Platform/Upper Platform/Mezzanine/Street. Secure and clean machine after use. Complete post-checklist. **Put machine on				
charge. Tidy scrubber room.				
**Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while				
charging.				
***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine.				
**General Duties - If machines are out of service-				
Dust mop and remove gum from floors. Sweep and scrap platforms and mezzanine. Sweep and scrap stairways (NB				
Platform stairways leading to Upper / Lower platform). Mop entire platform and mezzanine floors. Mop all stairway				
landings leading to upper-mezzanine an street level. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot				
clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas.				
Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse				
housings. Clean and polish interior/exterior elevator cabs & surfaces/panels. Remove scruff marks/stains/footprints from tile				
walls. Perform all listed General duties and additional tasks. "Deodorize the entire station upon arriving and departing				
each station you are assigned to clean during your tour of duty."				
Major Duties - Nightly:				
***Public Restroom Duties				
Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti				
and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper stock (toilet tissue,				
paper towels, toilet seat covers) and soap as needed. Allow bathroom to dry 10 minutes before reopening. Sun-Sat:				
Sun-Sat: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles.				
Wipe down Fire Extinguishers and Eyewash Units. Restock supplies.				
Refuse Room-Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose				
debris from refuse inserts and disinfect.				
Supply Room- Tidy and organize supply rooms. Remove empty boxes. Wipe down Fire Extinguishers Office/Facility Room Cleaning: Clean, Mop floor, remove garbage, Dust Lockers.				
Since/racinty Koom Cleaning: Clean, whop noor, remove garbage, Dust Lockers.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NHDC099 Station North		2300 - 0700		2756
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	116 St	6	R256	2300 - 0300
*Scrubber Machine Duties - see below				
Lunch	116 St	6	R256	0300 - 0330
*Major Duties- see below	116 St	6	R256	0330 - 0500
**General Duties- see below	116 St	6	R256	0500 - 0700
Report Off Duty.	116 St	6	R256	0700 -
Complete pre-checklist. Prep work area: Scrap, Sweep, Dust mop and remove gum from floors. Prepare scrubber mach and machine clean all platforms, including mezzanines. Wet mop all areas inaccessible to the scrubber machine includ stairway landings Leading to Upper Platform/Mezzanine/Street. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged will charging. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of tr receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor ar Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber mach **General Duties-If Scrubber Machines are out of service: Dust mop and remove gum from floors. Sweep and scrap platforms and mezzanine. Sweep and scrap stairways . Mop platform and mezzanine floors. Mop all stairway landings leading to upper-mezzanine an street level. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrv tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floo base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all t points. Clean and disinfect refuse rooms/refuse housings.	ling hile rash nd/or nine. entire ome or at			
Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical both Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Refuse Room- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove debris from refuse inserts and disinfect. Deck brush & disinfect all gutters/sanitary bases/platform ends as needed throughout the station Wipe down all digital panels, HPI Units, CAI, HEETS and MVM/MEM & Remove Dust. Clean all AFC equipment including turnstile heads and validators throughout the station. Re-Inspect entire station to address cleanliness conditions towards the end of the tour & or before going off-duty.	e loose			
"Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of du Note: Task subject to change and/or chance	uty."			

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick Pick Effective Date: 7/16/2023 Hours Job# RC# 2200 - 0600 **Station North NHDC100** 2761 **STATION INSTRUCTIONS** LINE BOOTH HOURS Sunday-Saturday 14 St A C E N078 2200 - 2400 Report on Duty in Full Uniform. *Scrubber Machine Duties- see below Note- If machines are out of service, listed General Duties will be performed. *Scrubber Machine Duties – Southbound Platform N078 *Scrubber Machine Duties – Northbound Platform 14 St A C E 2400 - 0200 14 St A C E N078 0200 - 0230 Lunch N078 0230 - 0430 14 St A C E *Scrubber Machine Duties – 8th Ave/L Line Island Platform 0430 - 0600 N078 *Inspect station for unsanitary conditions and correct. 14 St A C E Re-scrap station. Remove all spills and stains on floors. Report Off Duty. N078 0600 -14 St A C E *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean 14th St - Northbound, 14th St - Southbound and 8th Ave – Island Platform. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners must perform general duties. **General Duties-If machines are out of service-Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings.

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick

Pick Effective Date: 7/16/2023

Job#	ŀ	lours		RC#
NHDC101 Station North	2	200 - 0600		2757
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Thursday				
Report On Duty In Full Uniform. *Scrubber Machine Duties- see below	34 St Hudson Yards	7	R550	2200 - 2400
Note- If Scrubber Machines are out of service listed, General Duties will be performed.				
*Scrubber Machine Clean [Mezzanine- Lower] - see below				
*Scrubber Machine Duties [Island Platform] - see below	34 St Hudson Yards	7	R550	2400 - 0200
Lunch	34 St Hudson Yards	7	R550	0200 - 0230
**Major Duty- see below	34 St Hudson Yards	7	R550	0230 - 0400
*Inspect station for unsanitary conditions and correct. Re-scrap station. Remove all spills and stains on floors.	34 St Hudson Yards	7	R550	0400 - 0600
Report Off Duty.	34 St Hudson Yards	7	R550	0600 -
 *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean [state areas to be cleaned]. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners must perform general duties. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." 				
**General Duties-If machines are out of service - Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick	
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Pick Effective Date:	7/16/2023
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Job#		He	ours		RC#
NHDC102 Station North		22	00 - 0600		2757
INSTRUCTIONS		STATION	LINE	воотн	HOURS
	Tuesday-Saturday				
Report On Duty In Full Uniform. *Scrubber Machine Duties- see below		34 St Hudson Yards	7	R550	2200 - 0100
Note- If Scrubber Machines are out of service listed, General Duties will be perform	ed.				
*Scrubber Machine duties [Upper Mezzanine] - see below					
*clean and close Public Restroom @ 2400 hours					
Lunch		34 St Hudson Yards	7	R550	0100 - 0130
**Scrubber Machine Duties [passageway] - see below		34 St Hudson Yards	7	R550	0130 - 0230
*Scrubber Machine duties- Backhouse - see below		34 St Hudson Yards	7	R550	0230 - 0330
Scrubber Machine- Clean		34 St Hudson Yards	7	R550	0330 - 0430
*Inspect station for unsanitary conditions and correct.		34 St Hudson	7	R550	0430 - 0600
Re-scrap station. Remove all spills and stains on floors.		Yards			
Report off duty.		34 St Hudson Yards	7	R550	0600 -
*Scrubber Machine Duties-Daily					
Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Pre clean [state areas to be cleaned]. Wet mop all areas inaccessible to the scrubber mad and clean machine after use. Complete post-checklist. **Put machine on charge. Tid **Ensure distilled water is filled in scrubber machine battery cell if applicable and t charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be rea Mobile Wash Supervisor to perform other task including but not limited to removing **** If station CTA job is not covered, HDC Cleaners must perform general duties. arriving and departing each station you are assigned to clean during your tour of dut	hine including stairway landings. Secure y scrubber room. he "stop" button is not engaged while ssigned by a Station Supervisor and/or g excess water with scrubber machine. Deodorize the entire station upon				
**General Duties-If machines are out of service - Dust mop and remove gum from a mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanita ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptad interior of trash receptacle base and remove stains on floor at base of trash receptacl Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean an housings.	ary bases and platform ends. Spot clean cles. Disinfect all urine areas. Clean e. Clean all ledges and benches.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC	C Summer	Pick
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Pick Effective Date:	7/16/2023
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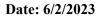
Job#	F	lours		RC#
Station North		200 - 0600		2757
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Monday	SIMION		boom	nooks
Report On Duty In Full Uniform.	34 St Hudson Yards	7	R550	2200 - 0030
Dust Mop And Remove Gum From Passageways, Upper Mezzanine And Street Level. Scrap Passageways, Upper Mezzanine And Street Level. Empty All Trash Receptacles. Clean And Disinfect All Urine Areas. Clean All Glass Partiti In Control Area, Including Booth Windows. Clean And Polish Trash Receptacles. Clean And Disinfect Public Toilets. Po All Stainless Steel.	ions			
 Major Cleaning: (2330-0030) Sun: RTO Facility/Tower/Relay Room/Lower Mezzanine. Clean, Disinfect, Mop & Empty Trash Mon: RTO Facility/Tower/Relay Room/Lower Mezzanine. Clean, Disinfect, Mop & Empty Trash Fri: Clean And Polish Escalators E632. Remove Gum From Top And Bottom Plates. Remove Graffiti And Stickers. Clea And Polish Turnstiles, MVMs And Mems And AFC Readers. Sat: Clean And Polish E 631. Remove Gum From Top And Bottom Plates. Remove Graffiti And Stickers. Clean And Polish E 631. Remove Gum From Top And Bottom Plates. Remove Graffiti And Stickers. Clean And Polish E 631. Remove Gum From Top And Bottom Plates. Remove Graffiti And Stickers. Clean And Polish E 631. Remove Gum From Top And Bottom Plates. Remove Graffiti And Stickers. Clean And Polish E 631. Remove Gum From Top And Bottom Plates. Remove Graffiti And Stickers. Clean And Polish E 631. Remove Gum From Top And Bottom Plates. Remove Graffiti And Stickers. Clean And Polish E 631. Remove Gum From Top And Bottom Plates. Remove Graffiti And Stickers. Clean And Polish E 631. Remove Gum From Top And Bottom Plates. Remove Graffiti And Stickers. Clean And Polish E 631. Remove Gum From Top And Bottom Plates. Remove Graffiti And Stickers. Clean And Polish E 631. Remove Gum From Top And Bottom Plates. Remove Graffiti And Stickers. Clean And Polish E 631. Remove Gum From Top And Bottom Plates. Remove Graffiti And Stickers. Clean And Polish E 631. Remove Gum From Top And Bottom Plates. 	lish			
Lunch	34 St Hudson Yards	7	R550	0030 - 0100
Major Cleaning: Prepare Scrubber Machine For Use. Dust Mop And Remove Gum From Street Level And Upper Mezzanine. Machine Clean Tile Floor. Clean And Secure Machine After Use. Put Machine On Charge. Clean Scrubber Rooms. Clean On The Go (O And Help Point Intercom (Hpi) Equipment. Polish All Stainless Steel.	an Yards	7	R550	0100 - 0430
Re-Scrap Mezzanine, Passageways And Stairways. Disinfect All Urine Areas. Empty And Disinfect All Trash Receptacle	es. 34 St Hudson Yards	7	R550	0430 - 0600
Report Off Duty.				
Thursday	34 St Hudson	7	R550	2200 - 2300
Report On Duty In Full Uniform. Sun/Mon: Perform All Cleaning Duties on Street Level and Upper Mezzanine Level. Fri/Sat: Perform All Cleaning Duties on Lower Mezzanine and Island Platform.	Yards	,	K550	2200 - 2300
Sweep All Street Stairways And Mezzanine Stairways. Clean and Sanitize Wall Base In Passageways and Disinfect All Urine Areas. Scrap, Dust Mop and Remove Gum, Clean all Glass Partitions in Control Areas, including Booth Window. Remove all Stickers and Graffiti and Clean Residue.				
RTO Facilities / Tower - Clean And Disinfect. Sweep and Mop Floors. Major Cleaning: Thu: Public Toilets - Clean and Disinfect. Sweep and Mop Floors.	34 St Hudson Yards	7	R550	2300 - 0100
Mop and Remove Gum from All Street Stairways, Mezzanines And Platform Stairways.	34 St Hudson	7	R550	0100 - 0130
Lunch	Yards 34 St Hudson	7	R550	0130 - 0200
0200-0245: Clean, Sweep, Mop Floors And Disinfect Women's Locker Room/Toilets.	Yards 34 St Hudson	7	R550	0200 - 0415
0245-0330: Clean, Sweep, Mop Floors And Disinfect Men's Locker Room/Toilets.	Yards			
0330-0415: Clean And Polish AFC Equipment, MVMs, MEMs And Turnstiles. Clean On The Go (OTG) And Help Point Intercom (HPI) Equipment. Polish All Stainless Steel. Clean And Disinfect	34 St Hudson	7	R550	0415 - 0600
Public And Employee Toilets. Clean And Disinfect Scrubber Rooms And CTA Rooms. Re-Scrap Passageways, Mezzani And Stairways. Clean And Polish All Trash Receptacles.	ine Yards			
Report Off Duty.				
Friday-Saturday				
Report On Duty In Full Uniform.	34 St Hudson Yards	7	R550	2200 - 0100
Dust Mop And Remove Gum From Lower Mezzanine And Island Platform And Passageways. Scrap Lower Mezzanine A Island Platform. Empty All Trash Receptacles. Clean And Disinfect All Urine Areas. Polish And Clean Trash Receptacles Clean And Disinfect Public Toilets. Routine Cleaning El 600, El 601 And El 602. Clean, Disinfect & Empty Trash In RT Facility/Tower/Relay Room & Lower Mezzanine.	And s.			
Major Cleaning: Sweep, Clean And Disinfect All Refuse Rooms.				

Lunch	Yards			
Major Cleaning:	34 St Hudson	7	R550	0130 - 0430
Prepare Scrubber Machine For Use. Dust Mop And Remove Gum From Island Platform. Machine Clean Tile Floor. Clean	Yards			
And Secure Machine After Use. Put Machine On Charge. Clean Scrubber Rooms. Clean On The Go (Otg) And Help Point				
Intercom (Hpi) Equipment. Polish All Stainless Steel.				
Re-Scrap Mezzanine, Passageways, And Platform Areas. Sweep All Lower Mezzanine Stairways And Platform Stairways.	34 St Hudson	7	R550	0430 - 0600
Disinfect All Urine Areas. Empty And Disinfect All Trash Receptacles.	Yards			
Report Off Duty.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

Lunch

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0100 - 0130

R550

34 St Hudson

7

2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NHDC104 Station North		2300 - 0700		2763
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform. *Scrubber Machine Duties- see below Note- If Scrubber Machines are out of service listed General Duties will be performed.	72 St	Q	N700	2300 - 0130
*Scrubber Machine Clean [Mezzanine]	72 St	Q	N700	0130 - 0330
Lunch	72 St	Q	N700	0330 - 0400
*Scrubber Machine Duties- [Platform] *Scrubber Machine Clean [Mezzanine]	72 St	Q	N700	0400 - 0600
*General Duties- see below Inspect station for unsanitary conditions and correct. Re-scrap station. Remove all spills and stains on floors.	72 St	Q	N700	0600 - 0700
Report Off Duty.	72 St	Q	N700	0700 -
*General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.).Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landing Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urim areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/re- housings. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you assigned to clean during your tour of duty. Clean & Close Public Restroom. Open Public Restrooms. Hours at scheduled time.	e fuse are			
 *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean [state areas to be cleaned]. Wet mop all areas inaccessible to the scrubber machine including stairway landings. See and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine **** If station CTA job is not covered, HDC Cleaners must perform general duties. 	cure e or			
*Bathroom duties***Employee/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed. Allow bathroom to 10 minutes before reopening.				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

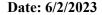
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2023 STAC Summer Pick Pick Effective Date: 7/16/2023 Hours Job# RC# NHDC105 2300 - 0700 **Station North** 2763 **STATION INSTRUCTIONS** LINE BOOTH HOURS Sunday-Saturday N701 Report On Duty In Full Uniform. 86 St 2300 - 0130 Q *Scrubber Machine Duties- see below Note- If Scrubber Machines are out of service listed General Duties will be performed. 86 St Q N701 0130 - 0330 *Scrubber Machine Clean [Mezzanine] 0330 - 0400 86 St Q N701 Lunch N701 0400 - 0600 86 St Q *Scrubber Machine Duties -[Platform] 0600 - 0700 86 St Q N701 *General Duties- see below Inspect station for unsanitary conditions and correct. Re-scrap station. Remove all spills and stains on floors. Report Off Duty. 86 St Q N701 0700 -*General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Clean & Close Public Restroom. Open Public Restrooms. Hours at scheduled time. *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean [state areas to be cleaned]. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners must perform general duties. **Bathroom duties: Employee/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed. Allow bathroom to dry 10 minutes before reopening.

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick Pick Effective Date: 7/16/2023 Hours Job# RC# NHDC106 2300 - 0700 **Station North** 2763 **STATION INSTRUCTIONS** LINE BOOTH HOURS Sunday-Saturday N702 Report On Duty In Full Uniform. 96 St 2300 - 0130 Q *Scrubber Machine Duties- see below Note- If Scrubber Machines are out of service listed General Duties will be performed *Scrubber Machine Clean [Mezzanine] 96 St Q N702 0130 - 0330 0330 - 0400 96 St Q N702 Lunch N702 0400 - 0600 96 St Q *Scrubber Machine Duties [Platform] 0600 - 0700 96 St Q N702 *General Duties- see below Inspect station for unsanitary conditions and correct. Re-scrap station. Remove all spills and stains on floors. Report Off Duty. 96 St Q N702 0700 -*General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Clean & Close Public Restroom. Open Public Restrooms. Hours at scheduled time. *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean [state areas to be cleaned]. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners must perform general duties. **Bathroom duties: Employee/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed. Allow bathroom to dry 10 minutes before reopening.

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick

2023 STAC Summer Pick		Pick Ef	fective Date:	7/16/2023
Job#	н	ours		RC#
NHDC107 Station North	23	300 - 0700		2762
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform. * Scrubber Machine Duties - see below job description	14 St-Union Sq	N Q R W	A034	2300 - 0030
*Scrap, Sweep, Mop & Utilize Scrubber Machine on Mezzanine Unpaid Control Area- A33, A33K, A034,A034K, A037, E 15 St Park exit & E 16 St part time area.				
*Mezzanine Control Paid Area- (From E 16th St to R221 including all Passageway connects N,Q,R to 4,5,6).	14 St-Union Sq	N Q R W	A034	0030 - 0130
Lunch	14 St-Union Sq	N Q R W	A034	0130 - 0200
* Perform Major Duties - Public restroom cleaning - see below	14 St-Union Sq	N Q R W	A034	0200 - 0245
*Mezzanine Control Paid Area (From E 16th St to R221 including all Passageway connects N,Q,R to 4,5,6)	14 St-Union Sq	N Q R W	A034	0245 - 0430
Perform Major Duties- See Below- Clean Machine and Room.	14 St-Union Sq	N Q R W	A034	0430 - 0530
Perform General Cleaning duties - see below job duties.	14 St-Union Sq	N Q R W	A034	0530 - 0700
Report Off Duty.	14 St-Union Sq	N Q R W	A034	0700 -
 *Scrubber Machine Duties -Nightly: Complete pre-checklist. Prep work area: Scrap, Sweep, Dust mop and remove gum from floors. Prepare scrubber machine and machine clean. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners must perform general duties**** **General Duties - If machines are out of service- Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean and polish interior/exterior elevator cabs & surfaces/panels. Remove scruff marks/stains/footprints from tile walls. Perform all listed General duties and additional tasks. "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." ***Major Duties - Nightly: *Public Restroom Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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Pick Effective Date: 2023 STAC Summer Pick 7/16/2023 Hours Job# RC# **NHDC108** 2200 - 0600 **Station North** 2757 HOURS **INSTRUCTIONS STATION** LINE BOOTH Sunday-Saturday 23 St R W A030 2200 - 2330 Report on Duty in Full Uniform. *Scrubber Machine Duties- see below Note- In lieu machines are out of service listed General Duties will be performed. *Scrubber Machine Duties [Mezzanine-SB] - see below 23 St R W A030 2330 - 0130 *Scrubber Machine Duties [SB Platform] - see below 23 St R W A030 0130 - 0200 Lunch 23 St R W A030 0200 - 0330 *Scrubber Machine Duties [Mezzanine-NB-] see below 23 St R W A030 0330 - 0450 *Scrubber Machine Duties NB Platform- see below 23 St R W A030 0450 - 0550 *Inspect station for unsanitary conditions and correct. Re-scrap station. Remove all spills and stains on floors. 23 St R W A030 0600 -Report off duty. *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean [Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners must perform general duties. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." **General Duties-In lieu machines are out if service-Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings.

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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Pick Effective Date: 2023 STAC Summer Pick 7/16/2023 Hours Job# RC# **NHDC109** 2200 - 0600 **Station North** 2757 **INSTRUCTIONS STATION** LINE BOOTH HOURS Sunday-Saturday 8 St-NYU R W A038 2200 - 2330 Report on Duty in Full Uniform. *Scrubber Machine Duties- see below Note- In lieu machines are out of service listed General Duties will be performed *Scrubber Machine Duties [Mezzanine-SB] - see below R W 8 St-NYU A038 2330 - 0130 *Scrubber Machine Duties [SB Platform] - see below 8 St-NYU R W A038 0130 - 0200 Lunch 8 St-NYU R W A038 0200 - 0330 *Scrubber Machine Duties [Mezzanine-NB-] see below 8 St-NYU R W A038 0330 - 0450 *Scrubber Machine Duties NB Platform- see below 8 St-NYU R W A038 0450 - 0550 *Inspect station for unsanitary conditions and correct. Re-scrap station. Remove all spills and stains on floors. 8 St-NYU R W A038 0600 -Report off duty. *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean [Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners must perform general duties. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." **General Duties-In lieu machines are out if service-Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings.

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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Pick Effective Date: 2023 STAC Summer Pick 7/16/2023 Job# Hours RC# NHDC110 2300 - 0700 **Station North** 2763 **INSTRUCTIONS STATION** LINE BOOTH HOURS Sunday-Saturday 57 St-7 Av NRQW A010 2300 - 0130 Report On Duty In Full Uniform. *Scrubber Machine Duties- see below Note- If Scrubber Machines are out of service listed General Duties will be performed 0130 - 0300 *Scrubber Machine Clean [55th St Mezzanine and Northbound] 57 St-7 Av NRQW A010 57 St-7 Av NRQW A010 0300 - 0330 LUNCH 57 St-7 Av NRQW A010 0330 - 0600 *Major Duty-see below Clean And Polish All Elevators; Wipe Down Street all Entrance Exterior 0600 - 0700 *General Duties- see below NRQW A010 57 St-7 Av Inspect station for unsanitary conditions and correct Re-scrap station. Remove all spills and stains on floors. NRQW Report Off Duty. 57 St-7 Av A010 0700 -*General Duties-Nightly Inspect station for unsanitary conditions and correct. Sweep all stairs (platform, mezzanine, and street). Clean/Scrap 3ft around all street stairways. Scrap all mezzanines, control areas, platforms, underpass, and passageways. Wipe down & disinfect all stairway handrails. Clean and polish AFC equipment (MVMs, Turnstiles, HEETs/HXT) in control areas including OMNY validators. Wipe down all digital ad panels. Remove all pigeon droppings from all railings, stairways, platform and outside areas (3 ft.). Empty, disinfect and clean chrome tops on all trash receptacles. Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean EFR and employee restrooms. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. Clean & Close Public Restroom. Open Public Restrooms. Hours at scheduled time. **Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean [state areas to be cleaned]. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners must perform general duties. **Elevator Duties Clean and polish (elevator #). Remove gum, sweep, mop, and disinfect elevator floors, wipe down interior and exterior panels/edges on all levels, (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators in the station. Remove debris from elevator door sills. Clean and wipe down the safety edge with dry rag from top to bottom. **Bathroom duties***Employee/Public Toilet Duties Clean Men and Women public toilets: Wipe down all surfaces- walls, modesty panels, vanity mirrors, electric hand dryers (if equipped) dispensers and holders. Clean sinks and faucets. Clean commodes with toilet bowl brush. Remove all graffiti and stickers including residue. Empty trash cans. Sweep, mop and disinfect the floor. Replenish paper (toilet tissue, paper towels, toilet seat covers and soap as needed. Allow bathroom to dry 10 minutes before reopening.

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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Pick Effective Date: 2023 STAC Summer Pick 7/16/2023 Job# Hours RC# NHDC111 2300 - 0700 **Station North** 2762 **INSTRUCTIONS STATION** LINE BOOTH HOURS Sunday-Saturday R219 Astor Pl 2300 - 0130 Report On Duty In Full Uniform. 6 Scrubber Machine Duties - see below *NB Mezzanine Control Area R219 - Scrap, Sweep, Mop, Utilize Scrubber Machine- Perform General Duties- See Below R219 Astor Pl 6 0130 - 0200 Lunch Astor Pl 6 R219 0200 - 0400 *SB Mezzanine Control Area R218 - Scrap, Sweep, Mop, Utilize Scrubber Machine- Perform General Duties- See Below R219 0400 - 0500 Astor Pl 6 Clean Scrubber Machine and Perform Major Duties R219 Astor Pl 0500 - 0600 *Mezzanine Control Area - R219 Scrap, Sweep, Mop- Perform General Duties - See Below 6 Astor Pl R219 0600 - 0700 6 **Perform General Duties** Entire Station Report Off Duty. Astor Pl R219 0700 -6 *Scrubber Machine Duties -Nightly: Complete pre-checklist. Prep work area: Scrap, Sweep, Dust mop and remove gum from floors. Prepare scrubber machine and machine clean. Wet mop all areas inaccessible to the scrubber machine including stairway landings Leading to Lower Platform/Upper Platform/Mezzanine/Street. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **General Duties - If machines are out of service-Dust mop and remove gum from floors. Sweep and scrap platforms and mezzanine. Sweep and scrap stairways (NB Platform stairways leading to Upper / Lower platform). Mop entire platform and mezzanine floors. Mop all stairway landings leading to upper-mezzanine an street level. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean and polish interior/exterior elevator cabs & surfaces/panels. Remove scruff marks/stains/footprints from tile walls. Perform all listed General duties and additional tasks. "Deodorize entire station at the beginning and end of each tour." Major Duties - Nightly: Sun-Sat: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers and Eyewash Units. Restock supplies. Tues/Thurs/Fri: Refuse Room/Housing Canisters- Deck wash walls and floor. Wipe down Fire Extinguisher. Discard all debris and empty boxes. Remove loose debris from refuse inserts and disinfect. Mon/Wed: Booth Cleaning No Task subject to change and/or chance. Spot clean ADA Tactile as needed Deck brush & disinfect all gutters/sanitary bases/platform ends as needed throughout the station. Wipe down all HPI Units, CAI, HEETS and MVM/MEM & Remove Dust.

Clean all AFC equipment including turnstile heads and validators throughout the station.

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick		Pick F	Effective Date:	7/16/2023
Job#	Hours			RC#
NHDC124 Station North		2300 - 0700		2756
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	103 St	6	R252	2300 -
*Scrubber Machine Duties - see below	103 St	6	R252	2300 - 0300
Lunch	103 St	6	R252	0300 - 0330
*Scrubber Machine Duties - see below	77 St	6	R248	0340 - 0530
Major Duties -see below	103 St	6	R252	0540 - 0700
Report Off Duty.	77 St	6	R248	0700 -
 *Scrubber Machine Duties-Daily: Inspect station for unsanitary conditions and correct. Sweep all stairs (mezzanine, and street). Complete pre-checklist. Prep work area: Scrap, Sweep, Dust mop and remove gum from floors. Prepare scrubber machine and machine clean. Wet mop all areas inaccessible to the scrubber machine including stairway landings Leading to street. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. *** If station CTA job is not covered, HDC Cleaners must perform general duties. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. **General Duties-If Scrubber Machines are out of service: Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffit, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings Remove stains, footprints & scruff marks on tile walls. Clean parabolic mirrors. Clean and polish interior/exterior elevator surface/panels. Major Duties-Nightly: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Supply room/EFR/: Wipe down Fire Extinguishers and Eyewash Units. Res				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

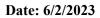
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2023 STAC Summer Pick		Pick I	Effective Date:	7/16/2023
Job#		Hours		RC#
NHDC125 Station North		2300 - 0700		2763
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform.	59 St	456	R244	2300 - 2400
* Scrubber Machine Duties - see below				
*Scrubber Machine Duties * - Mezzanine				
Scrubber Machine Duties - Southbound Upper Level including Underpass.	59 St	456	R244	2400 - 0200
Lunch	59 St	456	R244	0200 - 0230
Scrubber Machine Duties - Southbound Lower Level	59 St	456	R244	0230 - 0430
Clean Scrubber Machine and Tidy Scrubber Room.	59 St	456	R244	0430 - 0500
Perform General Duties see below	59 St	456	R244	0500 - 0700
Report Off Duty.	59 St	456	R244	0700 -
*Scrubber Machine Duties -Nightly: Complete pre-checklist. Prep work area: Scrap, Sweep, Dust mop and remove gum from floors. Prepare scrubber machine and machine clean. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners must perform general duties**** **General Duties - If machines are out of service- Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean and polish interior/exterior elevator cabs & surfaces/panels. Remove scruff marks/stains/footprints from tile walls. Perform all listed General duties and additional tasks. "Deedorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty."				

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

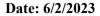
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2023 STAC Summer Pick Pick Effective Date: 7/16/2023 Hours Job# RC# NHDC126 2200 - 0600 **Station North** 2765 **STATION INSTRUCTIONS** LINE BOOTH HOURS Sunday-Saturday WTC Cortlandt R107 2200 - 0200 Report On Duty In Full Uniform. *Scrubber Machine Duties-Northbound Platform, Paid & Unpaid Mezzanines. Major Duty Floors Nightly If Machine is Out of Service, Listed General Duties Will Be Performed WTC Cortlandt R107 0200 - 0230 1 Lunch WTC Cortlandt R107 0230 - 0500 *Scrubber Machine Duties- Southbound Platform, Paid & Unpaid Mezzanines. 1 Major Duty Floors Nightly. WTC Cortlandt R107 0500 - 0600 *Scrubber Machine Duties-R107 Mezzanine, Lower Level Mezzanine 1 WTC Cortlandt R107 0600 -Report Off Duty. *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean the island platform end-to-end where applicable. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners will perform general duties. Major Duty Floors-Nightly Remove dust balls and gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Disinfect all urine areas. Sanitize touch points. Clean and disinfect refuse rooms/refuse housings. Wet Mop: stairway & landings, including threads, passageways/underpass, tunnels, mezzanines & corridors. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. *General Duties-If Scrubber Machines are out of service. Dust Mop & Remove Gum From Floors. Mop Entire Platform And Mezzanine Floors. Mop All Stairway Landings. Deck Brush And Disinfect Gutters, Sanitary Bases And Platform Ends. Spot Clean ADA Tactile As Required. Empty, Disinfect And Clean Chrome Tops On All Trash Receptacles. Disinfect All Urine Areas. Clean Interior of Trash Receptacle Base And Remove Stains on Floor at Base of Trash Receptacles. Clean All Ledges And Benches. Remove Graffiti, Stickers, And Sticker/Glue Residue. Sanitize All Touch Points. Clean And Disinfect Refuse Rooms/Refuse Canister Housings.

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick	Pick Effective Date:			7/16/2023
Job#		Hours		
NHDC127 Station North		2300 - 0700		275
INSTRUCTIONS	STATION	LINE	воотн	HOURS
Sunday-Saturday				
Report On Duty In Full Uniform	168 St	A C	N013	2300 -
*Scrubber Machine Duties- see below "1" Line	168 St	A C	N013	2300 - 2400
*Note- If machines are out of service listed General Duties will be performed on the "1" Line				
*Scrubber Machine Duties (NB Platform) (see below) "1" Line	168 St	A C	N013	2400 - 0130
*Scrubber Machine Duties [S/B Platform] (see below) "1" Line	168 St	A C	N013	0130 - 0300
Lunch	168 St	A C	N013	0300 - 0330
*Major Duty-See below "1" Line	168 St	A C	N013	0330 - 0430
*Elevator Duty – See below "1" Line	168 St	A C	N013	0430 - 0515
Inspect station for unsanitary conditions and correct. Re-scrap Mezzanine and Platform Area. Remove all spills and stains from floors. Empty and disinfect all Trash receptacles. Scrap and disinfect passageway lower mezzanine. "1" Line	168 St	A C	N013	0515 - 0700
Report Off Duty.	191 St	1	R185	0700 -
Complete pre-checklist. Prep work area: Scrap entire station. Sweep all stairways and Outside Areas. Empty Clean and disinfect all Trash Receptacles. Dust mop and remove gum from floors. Prepare scrubber machine and machine clean (Mezzanine floors (2300-2400) (N/B floors 2400-0130) (S/B floors 0130-0300) Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners must perform general duties.				
**General Duties-If Scrubber Machines are out of service- Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.				
**Elevator Duties Clean and polish (elevator111,112,113 and 114). Remove gum, sweep, mop, and disinfect elevator floors, wipe down interior and exterior panels/edges on all levels, (street, mezzanine, and platforms). Clean interior and exterior glass on all elevators in the station. Remove debris from elevator door sills. Clean and wipe down the safety edge with dry rag from top to bottom.				
Major DutyMon:Major Clean and Disinfect Employee ToiletTues:Clean and disinfect Scrubber Room NBWed:Clean, sweep, disinfect and hose wash Emergency Stairway at 168 Street 1 Line (works with NC0155)Thurs:Clean and disinfect Scrubber Room S/BFri:Clean and disinfect Scrubber Room MezzanineSat:Clean, sweep, disinfect and hose wash Emergency Stairway at 168 Street 1 Line (works with NC0155)				

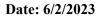
Sunday-Thursday

Report On Duty In Full Uniform	168 St	A C	N013	2300 - 0030
Scrap Entire Station. Sweep All Stairways And Outside Areas. Empty Clean And Disinfect All Trash Receptacles. Disinfect All Urine Areas. Clean And Disinfect Employees' Toilet. Clean Walls Behind Trash Receptacles.				
Dust Mop And Remove Gum From N/B Tile Floors. Prepare Scrubber Machine And Machine Clean N/B Floors. Wet Mop All Areas Inaccessible To Machine. Secure And Clean Scrubber Machine. Put On Charge. Clean Scrubber Room.	168 St	A C	N013	0030 - 0200
Mop All Overpasses And Stairways. Mop Elevator Vestibules And Passageways (Upper And Lower Levers). Mop Ends Of Platforms.	168 St	A C	N013	0200 - 0300
Lunch	168 St	A C	N013	0300 - 0330
Dust Mop And Remove Gum From S/B Tile Floors. Prepare Scrubber Machine And Machine Clean S/B Floors. Wet Mop All Areas Inaccessible To Machine. Secure And Clean Scrubber Machine. Put On Charge. Clean Scrubber Room.	168 St	A C	N013	0330 - 0500
Clean, Disinfect And Mop El 111, 112, 113 And 114. Clean MVMs, Heets, Turnstiles, Metrocard Readers, All Glass Amd Metal Surfaces	168 St	A C	N013	0500 - 0600

Metal Surfaces.				
Re-Scrap Mezzanine And Platform Areas. Empty And Disinfect All Trash Receptacles.	168 St	A C	N013	0600 - 0700
Report Off Duty.	168 St	A C	N013	0700 -

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

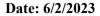
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2023 STAC Summer Pick Pick Effective Date: 7/16/2023 Hours Job# RC# **NHDC128** 2300 - 0700 **Station North** 2762 **STATION INSTRUCTIONS** LINE BOOTH HOURS Sunday-Saturday R238 2300 -Report On Duty In Full Uniform. Grand Central 42 456 *Scrubber Machine Duties - see below St * If Scrubber Machines are out of service listed General Duties will be performed 2300 - 2400 Grand Central 42 S R238 **Perform General Duties** see below St Grand Central 42 R238 2400 - 0100 S *Prep Floor and Mop * - Mezzanine Control Area R233 St Grand Central 42 R238 0100 - 0200 S *Prep Floor and Mop * - Mezzanine Control Area R236 and Unpaid Passageway St Grand Central 42 R238 0200 - 0230 S Lunch St 0230 - 0330 Grand Central 42 R238 S *Scrubber Machine Duties* Platform St Grand Central 42 R238 0330 - 0430 S *Scrubber Machine Duties* - Paid Passageway St R238 0430 - 0500 Grand Central 42 S Clean Scrubber Machine and Tidy Scrubber Room. St R238 0500 - 0700 Grand Central 42 S **Perform General Duties** see below St 0700 -Report off duty. Grand Central 42 456 R238 St *Scrubber Machine Duties -Nightly: Complete pre-checklist. Prep work area: Scrap, Sweep, Dust mop and remove gum from floors. Prepare scrubber machine and machine clean. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners must perform general duties**** **General Duties - If machines are out of service-Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Clean and polish interior/exterior elevator cabs & surfaces/panels. Remove scruff marks/stains/footprints from tile walls. Perform all listed General duties and additional "Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of tasks. duty."

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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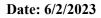


Pick Effective Date:	7/16/2023
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Job#	Hours			RC#	
NHDC129 Station North	2200 - 0600			2757	
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS	
Sunday-Saturday					
Report on Duty in Full Uniform. *Scrubber Machine Duties- see below Note- If Scrubber Machines are out of service, listed General Duties will be performed.	Times Sq-42 St	S	R147	2200 - 2400	
*Scrubber Machine Clean [Mezzanine- Shuttle] - see below					
*Scrubber Machine Duties [Island Platform] - see below	Times Sq-42 St	S	R147	2400 - 0200	
Lunch	Times Sq-42 St	S	R147	0200 - 0230	
*Scrubber Machine Clean [Mezz- 42nd Connector] - see below	Times Sq-42 St	S	R147	0230 - 0430	
*Inspect station for unsanitary conditions and correct. Re-scrap station. Remove all spills and stains on floors.	Times Sq-42 St	S	R147	0430 - 0600	
Report off duty.	Times Sq-42 St	S	R147	0600 -	
 *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean [state areas to be cleaned]. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. ***If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **** If station CTA job is not covered, HDC Cleaners must perform general duties. Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty." **General Duties-If machines are out of service - Dust mop and remove gum from floors. Mop entire platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. 					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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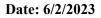
2023 STAC Summer Pick

Pick Effective Date:	7/16/2023
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Job#		Hours	RC#		
NHDC130 Station North		2300 - 0700		2756	
INSTRUCTIONS	STATION	LINE	BOOTH	HOURS	
Sunday-Saturday					
Report On Duty In Full Uniform. Note: In the absence of coverage for SB platform, perform all listed duties on the SB platform, including NB platform.	86 St	456	R250	2300 -	
If machines are out of service listed General Duties will be performed	06 St	156	D250	2300 - 0330	
*Scrubber Machine Duties - see below (NB Platform)	86 St	456	R250		
Lunch	86 St	456	R250	0330 - 0400	
*Scrubber Machine Duties - see below (NB Platform)	86 St	456	R250	0400 - 0530	
**Major Duties- see below (NB Platform)	86 St	456	R250	0530 - 0700	
Report Off Duty. *Scrubber Machine Duties -Nightly: Complete pre-checklist. Prep work area: Scrap, Sweep, Dust mop and remove gum from floors. Prepare scrubber machine and machine clean. Wet mop all areas inaccessible to the scrubber machine including stairway landings Leading to Upper Platform/Mezzanine/Street. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. **Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove grafitti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings Remove stains, footprints & scruff marks on tile walls. Clean parabolic mirrors. Clean and polish interior/exterior elevator surface/panels. Elevators: Clean, mop & deodorize cabs. Clean and polish surfaces/panels with glass cleaner/Windex. ***1f Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **General Duties-If Scrubber Machines are out of service: Dust mop and remove gum from floors. Sweep and scrap platforms and mezzanine. Sweep and scrap stairways (SB Platform stairways leading to Upper platform). Mop entire platform and mezzanine floors. Mop all stairway landings leading to upper mezzanine and street level. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacle. Disinfect all urine areas. Clean interior of trash receptacle base and remove tasks. Major Duties - Nightly: Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fir		456	R250	0700 -	
Deodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty.					

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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2023 STAC Summer Pick			Pick Effective Date:			
Job#		Hours				
NHDC247 Station North	220		2764			
INSTRUCTIONS	STATION	LINE	воотн	HOURS		
Sunday-Saturday						
Report on Duty in Full Uniform	Broadway-Lafayette	BDFM	N519	2200 -		
Scrubber Machine Duties- see below	St					
Note: If machines are out of service listed General Duties will be performed- see below"						
Scrubber Machine Clean N519/N519A/N519B Lower Mezzanine	Broadway-Lafayette St	BDFM	N519	2200 - 2400		
Scrubber Machine Clean N/B Platform	Broadway-Lafayette St	BDFM	N519	2400 - 0230		
Lunch	Broadway-Lafayette St	B D F M	N519	0230 - 0300		
Major Duty Cleaning- see below	Broadway-Lafayette St	BDFM	N519	0300 - 0430		
Inspect entire station for unsanitary conditions and correct. Remove all spills and stains on floors	Broadway-Lafayette St	BDFM	N519	0430 - 0600		
Report Off Duty.	Broadway-Lafayette St	BDFM	N519	0600 -		
 *Scrubber Machine Duties-Daily Complete pre-checklist. Prep work area: Dust mop and remove gum from floors. Prepare scrubber machine and machine clean. Wet mop all areas inaccessible to the scrubber machine including stairway landings. Secure and clean machine after use. Complete post-checklist. **Put machine on charge. Tidy scrubber room. *Ensure distilled water is filled in scrubber machine battery cell if applicable and the "stop" button is not engaged while charging. **If Mobile Wash is on the station pressure washing, the HDC Cleaner will be reassigned by a Station Supervisor and/or Mobile Wash Supervisor to perform other task including but not limited to removing excess water with scrubber machine. **If station CTA job is not covered, HDC Cleaners must perform general duties. *General Duties- If machines are out of service Dust mop and remove gum from floors. Remove all stains, spills, and drag marks from platform and mezzanine floors. Mop all stairway landings. Deck brush and disinfect gutters, sanitary bases and platform ends. Spot clean ADA tactile as required. Empty, disinfect and clean chrome tops on all trash receptacles. Disinfect all urine areas. Clean interior of trash receptacle base and remove stains on floor at base of trash receptacle. Clean all ledges and benches. Remove graffiti, stickers, and sticker/glue residue. Sanitize all touch points. Clean and disinfect refuse rooms/refuse housings. Decodorize the entire station upon arriving and departing each station you are assigned to clean during your tour of duty. 						
Sun: N/B Platform Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies.						
Mon: N/B Stairways and Landings- Clean/Wash S/Ws ML10A/B, ML12A/B, P10A/B. Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls.						
Tue: N/B Stairways and Landings- Clean/Wash S/Ws P8, P6, P4, P2. Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls.						
Wed: N519 Paid Mezzanine Stairways- Clean/Wash S/Ws ML6A/B/C, ML8A/B/C. Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls.						
Thu: N519 Paid Mezzanine Stairways- Clean/Wash S/Ws ML4A/B/C, ML2A/B/C. Remove All Stickers and Graffiti from Adjacent Surfaces- Tile Walls.						
Fri: Lower Mezzanine Scrubber Room- Deck wash walls and floor. Clean and organize the room. Discard all debris and empty chemical bottles. Wipe down Fire Extinguishers. Restock supplies.						
Sat: Restock all scrubber rooms with supplies- HDC soap, bleach, and mopheads."						

Task subject to change and/or by chance. Spot clean ADA Tactile as needed.

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