## **Cleaning Day**

Date	24/01/2022 18:00-22:00
Venue	ChaosStuff
Description	We clean our space and take care of the general infrastructure.
Contact	metalgamer
<b>Participants</b>	virii deflenken

## **Todo List**

- General (i.e. everywhere):
  - □ Throw away things that are not needed anymore (i.e. empty boxes, etc...)
- Lab
  - NOC Cabinet
    - ☑ [✓ metalgamer, 2022-01-24]Give away or throw away 100Mbit switchesd unanimously by a
    - □ Document remaining NOC stuff in Wiki
  - 3D-Printing Area:
    - 🗵 [✓ metalgamer, 2022-01-24] Throw away old and brittle filament
    - □ Clean 3D-Printer
    - ☐ Maybe: Plug 3D-Printer in a socket, that doesn't get shutdown when the space is closed
  - Soldering Area:
    - 🛛 [ ✓ metalgamer, 2022-01-24] Clean working surface
    - Clean drawers
    - 🛛 [ ✓ metalgamer, 2022-01-24] Clean & Check soldering stations
  - Woodworking Area:
    - 🛛 [ / metalgamer, 2022-01-24] Clean working surface
    - ☑ [ / metalgamer, 2022-01-24] Throw away non-usable wooden stock
    - 🛛 [ / metalgamer, 2022-01-24] Do maintenance on scroll saw
  - Office Desk
    - ☑ [✓ metalgamer, 2022-01-24]<del>Do cable managment</del>
    - 🛛 [ ✓ metalgamer, 2022-01-24] Install labelwriter with the PI Zero
  - ∘ NOC Rack
    - □ Label all the stuff
    - □ Clean rack from dust
    - ☐ If needed: move user devices to user rack
    - □ Document rack in the wiki
  - General working surface
    - 🛛 [ / metalgamer, 2022-01-24] Clean surface
- Chill
  - Stock
    - □ Bring full crates from the lab into the chill and empty crates from the chill to the lab
  - Table
    - ☐ Ground the switch
    - □ Clean things under the table
  - Library
    - □ Clean out noz needed magazines (i.e. product magazine from suppliers)

- $\,\blacksquare\,$   $\Box$  Sort magazines (i.e all Make editions together and sorted)
- □ Maybe: Sort books by topic
- ☐ Maybe: Add books and magazines to grocy
- Kitchen & Fridge
  - ☐ Throw away expired stuff
  - □ Clean dishes
  - □ Clean tabletop

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