

RESTROOM CLEANING CHECKLIST

(Check each day)

Pre-Cleaning Preparation

Date

TASK	MON	TUE	WED	THU	FRI	SAT	SUN
Gather necessary cleaning supplies (disinfectants, gloves, brushes, mops).							
Ensure proper personal protective equipment (PPE) is worn.							
Display "Restroom Closed for Cleaning" signage.							
Inspect the restroom for any urgent issues (e.g., leaks, clogs).							
Remove trash and replace bin liners.							
<i>Additional Task:</i>							

Instructions:

- *Begin with an organized setup and address any immediate maintenance needs.*

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Cleaning High-Touch Surfaces

Date

TASK	MON	TUE	WED	THU	FRI	SAT	SUN
Disinfect door handles, light switches, and handrails.							
Clean and sanitize faucet handles and soap dispensers.							
Wipe and sanitize stall locks and partitions.							
Sanitize baby changing stations.							
Disinfect toilet flush handles and seat covers.							
<i>Additional Task:</i>							

Instructions:

- *Prioritize areas frequently touched by guests to prevent the spread of germs.*

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Toilets, Sinks, and Urinals

Date

TASK	MON	TUE	WED	THU	FRI	SAT	SUN
Scrub and disinfect toilets, focusing on bowls, seats, and bases.							
Clean and sanitize urinals and flush mechanisms.							
Scrub sinks and countertops with a disinfectant.							
Check and clean drains for clogs or buildup.							
Polish chrome fixtures (faucets, flush handles) for a streak-free finish.							
<i>Additional Task:</i>							

Instructions:

- *Ensure all fixtures are thoroughly sanitized and free from visible stains.*

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Floors and Walls

Date

TASK	MON	TUE	WED	THU	FRI	SAT	SUN
Sweep floors to remove debris and dust.							
Mop floors with a disinfectant solution, focusing on corners and edges.							
Spot-clean walls, tiles, and grout to remove marks and stains.							
Check for and address any signs of mold or mildew.							
Inspect and clean baseboards for accumulated dirt.							
<i>Additional Task:</i>							

Instructions:

- Pay extra attention to high-moisture areas where dirt and germs accumulate.

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Restocking and Final Touches

Date

TASK	MON	TUE	WED	THU	FRI	SAT	SUN
Restock toilet paper, soap, paper towels, and sanitary products.							
Check and refill air fresheners or odor-neutralizing systems.							
Empty and sanitize trash bins.							
Inspect mirrors for smudges and clean them thoroughly.							
Ensure all supplies are neatly arranged and dispensers are functioning.							
<i>Additional Task:</i>							

Instructions:

- *Make the restroom presentable and ensure all supplies are fully stocked.*

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Final Inspection

Date

TASK	MON	TUE	WED	THU	FRI	SAT	SUN
Perform a final walkthrough to ensure cleanliness and restocking.							
Check for lingering odors or missed spots.							
Verify that cleaning supplies are removed, and signage is taken down.							
Ensure all lights and ventilation are functioning properly.							
Log the cleaning in the schedule or system for accountability.							
<i>Additional Task:</i>							

Instructions:

- *Ensure the restroom meets hygiene standards and is ready for guest use.*