Restroom Cleaning and Restocking - Manually

Frequency

Daily/Weekly/Monthly

Materials & Equipment

- Appropriate signs
- Trash bag liners
- Toilet paper, paper towels
- Red or pink microfiber cloths
- Microfiber dust mop and dustpan
- Microfiber red trim wet mop
- Mop bucket
- Bowl swab
- Wax liners for sanitary containers
- Sanitary supplies
- Chemical products
- Disinfectant cleaner
- Glass cleaner
- Hand soap
- All-purpose cleaner
- Restroom cleaner

Preparation of the Materials

Make sure to have all materials on hand and ready to use. Put on appropriate hand and eye protection.

Procedure

1) Post appropriate signs.
2) Pick up any loose trash. Sweep or vacuum the floor.
3) Replace and refill paper products and soap in the appropriate dispensers
4) Empty all trash cans. If blood is present, see the Blood Borne Pathogen procedure.
5) If needed, spray a cloth with disinfectant and wipe the internal and external surfaces of all trash cans. If you cannot reach the bottom of the trash can, spray it with disinfectant.
6) Wipe cans dry and place new liners in all the trash cans.
7) Start at the furthest stall from the door and flush each unit.
8) Apply restroom cleaner to each unit using bowl swab and, starting inside the lip of the toilet and working down to water level, wipe the outside, the seat, and the bottom of the bowl with a clean pink cloth using disinfectant. Clean and wipe down handles and supply pipes. Do not use bowl swab.
9) Spray and wipe down all the partitions using disinfectant (tops, sides, and bottoms).
10) Using disinfectant, spray and wipe down the sinks, faucets, countertops, soap and towel dispensers, doors and handles.
11) Using glass cleaner, clean the mirrors.
12) Mop and clean the floor using all-purpose cleaner. Mop from the farthest corner towards the door. Make sure to get all corners and edges.
13) Check walls, partitions and stalls. Clean if needed.
14) Weekly, wash and disinfect walls from eye level to floor using disinfectant. Wipe with a clean damp cloth. High dust, making sure to include vents. Plunge water down toilet using bowl swab. Clean the inside of the toilet with restroom cleaner. Clean the walls, partitions, and stalls. Disinfect the baby changing station if applicable.
15) Monthly, treat floor drains. See floor drains procedure.

**Safety & PPE Recommendations**

PPE recommended includes hand and eye protection. Use caution when using chemicals.