Restroom cleaning checklist

Bring one copy per restroom on your walk and check off each line that passes.

Building _____ **Restroom or floor** _____

Walked by _____ **Date** _____

Every cleaning visit

- ☐ Toilets and urinals clean inside, under the rim and outside
- ☐ Seats, hinges and flush handles wiped
- ☐ Sinks, faucets and counters scrubbed and dried
- ☐ Mirrors polished edge to edge
- ☐ Pulls, latches, switches and levers cleaned and disinfected
- ☐ Disinfectant left on for the label dwell time
- ☐ Waste cans and sanitary receptacles emptied and relined
- ☐ Splash marks gone from walls by sinks and urinals
- ☐ Floor swept and mopped toward the door

Weekly detail

- ☐ Partitions and stall doors washed front and back
- ☐ Light descale on faucet bases, bowls and urinals
- ☐ Floor drains rinsed
- ☐ Baseboards and wall-to-floor seam scrubbed
- ☐ Dispenser housings and hand dryers wiped
- ☐ Wall tile around fixtures washed
- ☐ Entry door, push plate and kick plate clean

Deep work (monthly or quarterly)

- ☐ Floor tile and grout machine-scrubbed and rinsed
- ☐ Mineral build-up cleared from every fixture
- ☐ Walls washed floor to ceiling
- ☐ Ceiling vents, diffusers and high ledges dusted
- ☐ Fixture bases and mounts worked by hand
- ☐ Chrome trim and dispenser fronts polished

Restocking

- [ ] Toilet paper in every stall, spare where possible
- [ ] Paper towels at each sink or dryer
- [ ] Hand soap at every basin
- [ ] Hand sanitizer near the exit
- [ ] Seat covers in each stall
- [ ] Liners in every can and sanitary bin
- [ ] Closet reserve topped up

Follow-up

- [ ] Circled lines sent to your cleaning contact
- [ ] Repeat misses noted for a frequency change
- [ ] Next deep-work date on the calendar

Notes