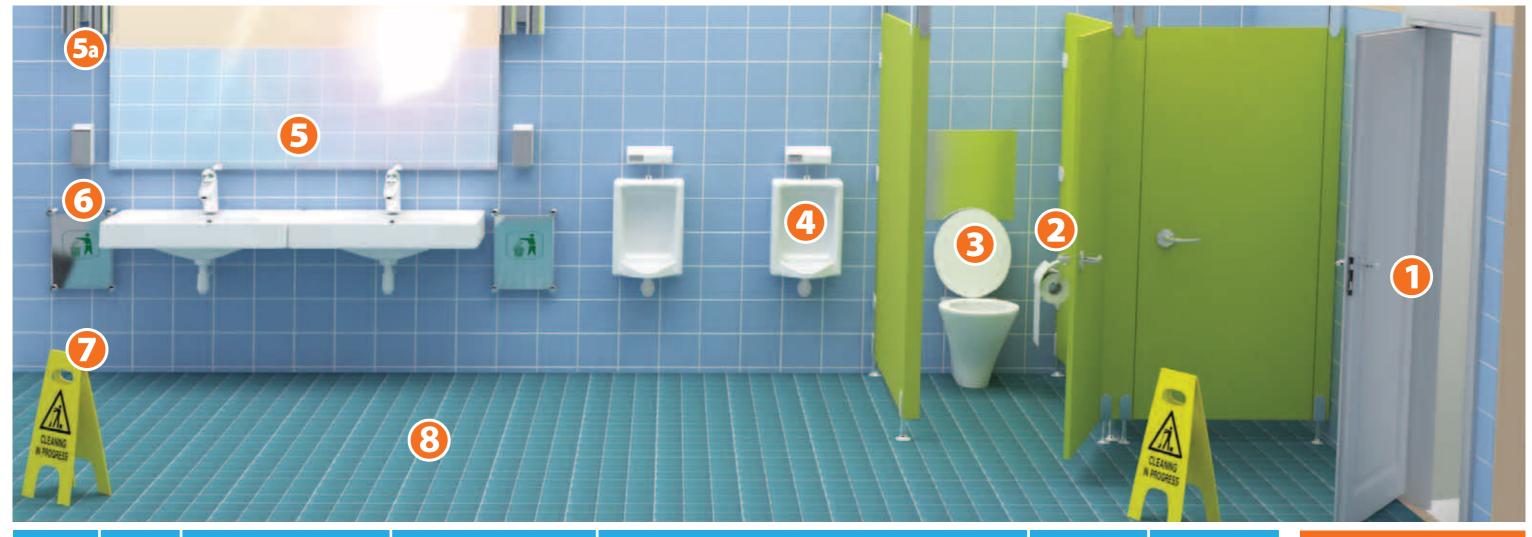
## **WASHROOM CLEANING PROCEDURES**





STEPS	TASK	WHAT TO DO	WHEN ITEMS USED	REMARK	SAFETY
1	<u>k</u>	Display safety signage before starting work and check for defects.	Mon Tue Wed Thu Fri Sat Sun Safety signage		
2		Refill toilet rolls and soap.	Mon Tue Wed Thu Fri Sat Sun Toilet rolls + Soap	Wash and dry hands before starting to work	
3		Apply toilet cleaning chemical to toilet bowls and urinals. Allow cleaning chemical to take effect.	Mon Tue Wed Thu Fri Sat Sun Toilet bowl deaner		Wear gloves
4		Clean toilet bowls and urinals inside and outside including splash contaminated areas.	Mon Tue Wed Thu Fri Sat Sun Red cloth + Toilet bowl cleaner Toilet brush	Only spray on the cloth - not on surfaces	Wear gloves
6	*	Clean vanity top, mirrors, wash-hand basins, soap dispenser and hand dryer.	Mon Tue Wed Thu Fri Sat Sun Blue cloth + Sanitizer Mirror cloth	Only spray on the cloth - not on surfaces	Wear gloves
6		Empty the waste bin and sweep the floor.	Mon Tue Wed Thu Fri Sat Sun Change waste-bags and clean the dustbin	Keep the storage and trolley in order	Don't touch inside the waste
7	K	Damp mop the floor.	Mon Tue Wed Thu Fri Sat Sun Mopwinger trolley + Mop + Mopping solution	Service with a smile	Display safety signage
8	Ø	Final inspection.	Mon Tue Wed Thu Fri Sat Sun	Update your work records	Remove safety signage when the floor is dry

