

Public Toilet Cleaning Checklist

Daily Tasks

- Check and Restock Supplies:** Ensure toilet paper, hand towels, soap, and seat covers are well-stocked.
- Sweep and Mop Floors:** Clean floors to remove dirt and moisture.
- Disinfect Toilets and Urinals:** Use a disinfectant to clean and sanitize all surfaces thoroughly.
- Clean and Sanitize Sinks and Countertops:** Wipe down sinks, faucets, and surrounding areas.
- Empty Trash Receptacles:** Replace liners and dispose of trash properly.
- Wipe Down Stall Doors and Partitions:** Clean all high-touch surfaces, including door handles and lock mechanisms.
- Refill Hand Sanitizer Dispensers:** If applicable, make sure dispensers are full and functional.
- Check and Clean Mirrors:** Wipe down mirrors to keep them streak-free.

Weekly Tasks

- Deep Clean Floors:** Use a heavy-duty cleaner to remove stains and buildup.
- Descal Toilets and Urinals:** Apply a descaling agent to eliminate lime and mineral deposits.
- Inspect and Clean Drains:** Ensure drains are clear of obstructions and clean.
- Clean Light Fixtures and Vents:** Dust and clean to maintain good air quality and lighting.

Monthly Tasks

- Inspect Plumbing:** Check for leaks or damages and make necessary repairs.
- Deep Clean Walls and Ceilings:** Wash walls and ceilings to remove dust and grime.

- Detail Clean Accessory Fixtures:** Thoroughly clean paper towel dispensers, hand dryers, and waste receptacles.
- Check Air Fresheners:** Replace or refill air freshening devices.
- Sanitize Baby Changing Stations:** If available, clean and sanitize thoroughly.

Seasonal Tasks

- Inspect and Service HVAC Systems:** Ensure that heating, cooling, and ventilation systems are functioning correctly.
- Pest Control Inspection:** Conduct regular checks to prevent pest infestations.
- Review Cleaning Protocols:** Update cleaning procedures and train staff on any new methods or products.