

GUIDE: Restroom Cleaning

PURPOSE:

To maintain clean, hygienic and attractive restrooms.

PRODUCT TO USE:

See Specific Cleaning Tasks for Correct Chemical

PROCEDURE

1. PREPARE AREA

Knock on the outside door. Open it slightly and announce your intention to enter. If the restroom is occupied, wait until it is empty. Then open and "stop" the door and post a "Closed for Cleaning" sign.

2. TOILET BOWLS AND URINALS

Apply Peerless VITALITY to toilets and urinals. Follow the instructions printed on container. Let the chemical stand while the balance of the restroom is being cleaned.

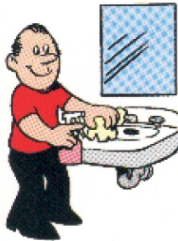
3. HIGH DUST

Remove all dust webs with a lambswool duster. Clean the wall vents, tops of doors and partitions with wipers dampened with disinfectant solution.

4. REPLENISH SUPPLIES

Refill all hand soap, hand towel, toilet tissue and sanitary napkin dispensers.

Check the deodorisers and refill them when it is necessary.
 Check the working condition of all dispensers.



5. CLEAN LIGHT FIXTURES, GLASS AND MIRRORS

Wipe off the light fixtures and mirrors with STATUS glass cleaner spray on and polish with clean cloth or wipers. Move around the restroom until all are cleaned.

6. CLEAN WASH BASINS

Using BUSTA creme cleanser, or VITALITY mild acid cleaner (depending on soil levels) clean the interior surfaces of all wash basins. Exterior surfaces, faucets and piping under basins should also be cleaned daily. Wipe chrome dry with a soft cloth or wiper. Do not use powerful acid toilet bowl and urinal cleaners in wash basins. Use strong acid cleaners only on vitreous china toilets and urinals. Check faucets for dripping and ease of operation, check the drain flow to ensure drain is clear and empties the wash basin properly.



7. SPOT CLEAN WALLS AND PARTITIONS

Dampen a cloth with ACTIV SRA cleaner or spray directly to the surface and wipe clean. Wipe off shelves, dispensers, receptacles, doors & partitions.

8. CLEAN INSIDE OF TOILETS AND URINALS

Clean toilet bowls and urinals thoroughly with toilet bowl brush or swab. Flush, agitate with the brush or bowl swab. Flush again.



Always ensure that all safety requirements are in place before commencing work and where required all personal safety equipment is available and worn by cleaning technicians.

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9. CLEAN EXTERIOR OF TOILETS AND URINALS

Moving down the line, clean from top to bottom with ACCENT Disinfectant mixed at 1 : 20 dilution. Disinfect all surfaces, pipes and valves.

11. CLEAN WASTE RECEPTACLE

Empty and remove trash can liners then wipe the interiors with ACCENT Disinfectant mixed at 1 : 20 dilution. Replace liners.

12. CLEAR FLOOR OF ALL OBSTRUCTIONS

Remove all supplies and equipment. Put waste receptacles out of the way.

13. MOP FLOOR

Apply ACCENT Disinfectant mixed at 1 : 20 dilution in hot water, around the toilets and urinals. Begin at the far end of the restroom. Wet mop floor or spray with a portable pressure sprayer. Allow wet disinfectant solution to work for up to ten minutes (during the waiting period move equipment and supplies to other areas). Wring out the mop and pick up the excess solution. Scrub with a deck brush if heavy visible soils are present.



14. WHEN FLOOR HAS DRIED

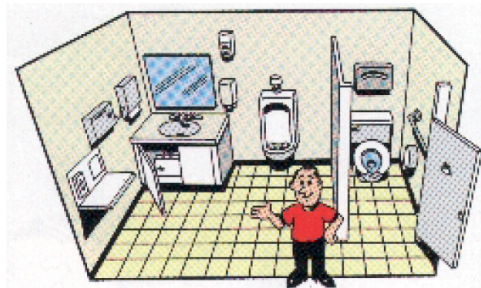
Replace all of the waste receptacles. Remove the "Closed for Cleaning" sign. Wash hands and arms carefully to avoid cross contamination. Rinse and wipe down the sink.

15. CLEAN UP

Clean up all of the equipment at the conclusion of the shift. All buckets and wringers must be thoroughly washed, hosed and allowed to dry. All mops must be thoroughly washed and hung to dry, away from walls. All other equipment is either washed, disinfected or wiped down and stored in the proper location.

REQUIRED SUPPLIES & EQUIPMENT

Supply of clean cloths, Hand pads, Mop bucket with wringer & Wet mop, Disposable gloves, Hand pail, Plastic liners, Paper towels, Toilet tissue, "Closed for Cleaning" sign, Hand mirror, Long handle dust pan & broom, Door stop, Dust mop or Broom, Putty knife, Toilet bowl Brush/bowl swab, Deck scrub brush. ACCENT Disinfectant, STATUS Glass Cleaner, ACTIV SRA Heavy Duty Cleaner, VITALITY Complete Washroom Maintainer, BUSTA Creme Cleaner. Chemicals are non hazardous see MSDS.



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