







Restroom Daily Cleaning Checklist

Date: _____

Number	Step	
1	Put on PPE	
2	Place wet floor signs	
3	Check tissue dispensers 	
4	Check towel dispensers 	
5	Check soap dispensers 	
6	Sweep floor	
7	Empty trash 	
8	Install new trash liner	
9	Clean urinals, toilets	
10	Spot clean walls, partitions	
11	Clean mirrors	
12	Clean sinks	
13	Clean all dispensers	
14	Clean push plates	
15	Clean light switches	
16	Clean floors	
17	Q.A. = visual inspection:  Dispensers, vents, areas, needing future attention	
18	Empty and clean equipment	
19	Store in clean janitor's closet	

Signed off by: _____