

# Restroom Cleaning Checklist

## Daily Tasks

- Restock toilet paper, hand soap, paper towels, and hand sanitizer.
- Empty trash cans and replace liners; disinfect trash receptacles.
- Clean and disinfect toilets, urinals, and sinks.
- Wipe down mirrors and remove spots and streaks.
- Sweep and mop floors with disinfectant cleaner.
- Spot clean walls, partitions, and door handles.
- Check for odors and use air fresheners if necessary.

## Weekly Tasks

- Deep clean all restroom fixtures, including sinks, toilets, and urinals.
- Clean grout lines and scrub tiles to remove buildup.
- Disinfect high-touch areas such as stall locks and light switches.
- Dust and clean vents and air ducts.
- Polish metal fixtures to remove water spots and streaks.

## Monthly Tasks

- Inspect for maintenance issues such as leaks or broken fixtures.
- Deep clean trash cans and disinfect thoroughly.
- Dust and clean light fixtures; replace burnt-out bulbs.
- Inspect and clean caulking around sinks and tiles, repairing as needed.

