Gompels

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Life
Easier

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Washroom - task sheet

monthly tasks

week ending.....

Washroom tasks	sun	mon	tues	wed	thurs	fri	sat
	completed by						
high dust With a damp cloth & a washroom cleaner or disinfectant solution clean wall vents, tops of doors & partitions.							
clean light fixtures Apply glass cleaner to light fixtures & then dry with a clean cloth or paper towel. Move around the washroom until all are cleaned.							
spot clean walls, partitions & vents Dampen a cloth with washroom cleaner or disinfectant solution or spray directly to the surface, wipe off shelves, dispensers, receptacles, doors, partitions & wall vents.							
clean/disinfect exterior of toilets & urinals Moving down the line, clean from top to bottom with washroom cleaner or disinfectant solution. Clean all surfaces, pipes & valves. Remember to wipe around & underneath the toilet seat to remove any build up of stains.							
clean/disinfect exterior of toilets Clean from top to bottom with washroom cleaner or disinfectant solution. Clean all surfaces, pipes & valves.							

checked by (supervisor)	sun	mon	tues	wed	thurs	fri	sat