



## Spartan Chemical Company, Inc.

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### Training Information

**Market Segment:**

Building Service Contractors, Education, Food Processing\_Agricultural, General Manufacturing, Government, Healthcare, Lodging\_Hospitality, Other, Retail

**Title:**

#### HOW TO CLEAN PUBLIC RESTROOMS

Check If Applicable:  Rx Procedure  None  
 Cleancheck Procedure

**Tools & Materials Needed:**

- A. Trigger spray bottles
- B. Clean cloths
- C. Wet mop and handle
- D. 2 buckets with wringers OR 1 bucket and a pump up sprayer
- E. Broom and dust pan
- F. Liners for waste receptacles
- G. Bowl swab
- H. Clean bucket for rinse water
- I. "Wet floor" signs
- J. Gloves and goggles

**Products:**

- 1. Disinfectant cleaner
- 2. Glass cleaner
- 3. Toilet bowl cleaner
- 4. Hand soap
- 5. Paper towels and tissue paper
- 6. Sanitary napkins/tampons

**Procedures:**

I. Purpose of Public Restroom Cleaning

- A. Public health and safety
- B. Contributes to the overall appearance and impression of the facility
- C. Odor control

II. Daily Procedures for Cleaning Public Restrooms

- A. Put on gloves and proper protective wear.
- B. Place "Wet floor" signs.

- C. Pick up loose litter. Use the broom to sweep the floor and the dust pan to pick up dirt.
- D. Replace or refill towels, toilet tissue, feminine products and soap in dispensers
- E. Clean the mirror using glass cleaner and a cloth.
- F. Using a spray bottle filled with a cleaner disinfectant and a clean cloth, clean:
  - 1. Soap and towel dispensers
  - 2. Door knobs and light switches
- G. Clean sink following suggested procedures.
- H. Using a spray bottle filled with a cleaner disinfectant and a clean cloth, clean walls and partitions around toilets and urinals.
- I. Clean the toilets and urinals following suggested procedures.
- J. Empty and disinfect the wastebasket.
  - 1. Tie the liner closed and carefully lift it out of the basket.
  - 2. Dispose of in the trash bag on cleaning cart.
  - 3. Spray inside and outside of wastebasket with cleaner disinfectant. Wipe dry.
  - 4. Place a new liner in wastebasket.
- K. Empty and disinfect the sanitary napkins disposal bins.
  - 1. Tie the liner closed and carefully lift it out of the bin.
  - 2. Dispose in separate trash bag on cleaning cart.
  - 3. Spray inside and outside of disposal bin with cleaner disinfectant. Wipe dry.
  - 4. Place a new liner in disposal bin.
- L. Mop and disinfect the floor using either the spray down/mop up method or the two bucket method.

### III. Weekly Procedure for Cleaning Public Restrooms

- A. In addition to the regular daily routine:
  - 1. Wash and disinfect walls from eye level down to the floor
    - a. Spray with disinfectant cleaner from trigger sprayer
    - b. Wipe with clean cloth.
    - c. Do this procedure following the cleaning of the sink.