

Restroom Specialist Daily Cleaning Inspection

Employee Name: _____ Employee Title: _____ Date: _____

Supervisor Name: _____ Supervisor Title: _____ Room # _____

Item Inspected:	Satisfactory:	Action Needed:	Unsatisfactory:	Comment:
Arrived and checked out on time				
Doors clean & disinfected				
Door casing clean & disinfected				
Light switches clean & disinfected				
Trash cans emptied & relined				
Sinks clean & disinfected				
Sinks mineral deposit removed				
Mirrors clean				
Soap dispenser clean (& filled)				
Paper towel dispenser clean (& filled)				
Toilet paper dispenser clean (& filled)				
Sanitary napkin container clean & relined				
Walls clean & disinfected				
Dust all areas				
Partitions clean & disinfected				
Toilets clean & disinfected				
Toilets mineral deposits removed				
Flush valve clean & disinfected				
Urinals clean & disinfected				
Urinal mineral deposits removed				
Floor trash picked up				
Floor free from gum				
Floor drain clean				
Floor swept				
Floor mopped & disinfected				
Core Caddy: clean and maintained				
Proper use of chemicals				
Job card in place				
Custodial barrel & Closet clean and ready				
Additional Comments:				
Has the Supervisor Explained how to perform tasks in the "Unsatisfactory" category?				Yes No
Has the Supervisor Demonstrated how to perform tasks in the "Unsatisfactory" category?				Yes No
Has the Supervisor Observed the employee correctly perform tasks in the "Unsatisfactory" category?				Yes No

Employee Signature: _____ Supervisor Signature: _____

Employees that know and understand expectations are better equipped to achieve those expectations!