**Farm Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| --- | --- |
| **Sample Restroom Cleaning and Restocking Schedule and Log** | **Completed By:** Write date and initials and check box of tasks completed |
| - Toilet facilities are cleaned weekly or as needed. - All employees are trained to inform supervisor is the bathroom needs attention sooner than weekly.  | Write date in top box, then initial each task completed.  |
|  |  |  |  |  |  |  |
| Area | Task |
| Toilets | Clean seat top & bottom with seat brush & spray cleaner |  |  |  |  |  |  |  |
| Clean bowl with bowl brush and cleaner |  |  |  |  |  |  |  |
| Wipe seat cover, flush handle, and all toilet exterior with paper towel and spray cleaner |  |  |  |  |  |  |  |
| Wipe TP dispenser with paper towel and spray cleaner and tile walls around toilet. |  |  |  |  |  |  |  |
| Dispose of all paper towels in trash and return brushes to designated storage. |  |  |  |  |  |  |  |
| General | Clean sink with sponge and spray cleaner |  |  |  |  |  |  |  |
| Sweep mop as needed |  |  |  |  |  |  |  |
| Stocking | Check and restock as needed: * Soap dispensers
* Toilet paper
* Paper hand drying towels
 |  |  |  |  |  |  |  |

**Reviewed by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_**