

Hazard Review

- **Lifting trash bags/cans**
- **Exposure to cleaning chemicals**
- **Slip hazard from wet floor**
- **Repetitive strain from mopping and high dusting.**
- **Pinch points from paper holders and window locks.**
- **Infectious materials**

Related Safe Work Practices

- **Garbage Handling**
- **Infectious Materials**
- **Cleaning Chemicals**
- **Lifting**

Required Personal Protective Equipment

- **Shoes with good tread, preferably boots**
- **Neoprene Gloves**
- **Safety Glasses**
- **Face shield (for descaling)**
- **Tyvek disposable suit (as needed)**

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BEFORE

1. **ASSEMBLE CLEANING SUPPLIES AND TOOLS.** Supplies necessary for the job include:
 - Janitorial cart to store cleaning supplies.
 - Carryall tray – used only when not possible to use the janitorial cart.
 - Doodle bug extension tool with brown-n-scrub and white polishing pads to clean faucet bases, toilet seat hinges, tile grout, etc.
 - Long handled scraper for removing paint splatters, dried blood, gum, and other items which can not be removed with the scrubbing pad.
 - Ajax cleaner for sinks.
 - Disinfecting cleaner, “64,” for cleaning toilet bowls.
 - “Twister” cleaner with 3-oz. bleach added per bucket for cleaning waste cans.
 - PSSS-OFF for removing odors related to urine.
 - Esidufoam cleaner for descaling toilets and urinals
 - Tile Klenz for cleaning ceramic tile.
 - Soil-Solv or Spic and Span for cleaning most floors except wood.
 - Soil-Solv with damp mop or Squeaky Clean for wood floors.
 - MSDSs for all cleaning chemicals.

- Mop and mop bucket
 - Extension duster
 - Straw broom and dust pan with handle
 - Whisk broom with plastic bristles to clean the edges of carpet and around toilets.
 - Johnny mop
 - Caution signs
 - All required PPE
2. **PLACE CAUTION SIGNS.** Place “Caution” signs at access points to the area to be cleaned.
 3. **PUT ON PPE.** Bleach is corrosive. Esiduf foam is potentially corrosive. Both may cause burns to the eyes and skin upon contact, and the toilet and urinal may contain infectious materials. See “Cleaning Chemicals” regarding safe use of cleaning chemicals. See “Infectious Materials” if exposed to infectious materials. Use the dust mask when dusting and sweeping as necessary.

DURING

1. **EMPTY WASTE CANS.** Remove trash bag from can. See “Garbage Handling” for safe handling procedures. Place new liners in the waste cans.
2. **CLEAN WASTE CANS AS NECESSARY.**
 - Use neoprene gloves in good condition. Exchange old, worn gloves for new ones as necessary.
 - Tilt the can to minimize strain and over-reaching.
 - Pour Twister solution into waste can, then wipe with sponge.
3. **DO HIGH DUSTING.** For surfaces above shoulder height, use the Unger high duster to wipe ledges, shelves, air vents, and other horizontal surfaces where dust accumulates. Switch hand and arm positions. Avoid lifting arms above the shoulders and over-reaching in general.
7. **DE-GUM THE FLOOR.** Wear gloves and use the long-handled scraper. Do not touch the gum with your bare hands.
8. **SWEEP THE FLOOR.** When sweeping, stand straight.
 - Keep your forearms and broom close to your body.
 - Switch your right and left hands at the top of the broom handle periodically.
 - If necessary, use the whisk broom to reach areas around and behind the toilet.
9. **CLEAN TOILET AND URINALS.**

- Clean the inside, then the outside of each toilet and urinal. Dunk the cleaning tool into the disinfecting “64” solution before moving onto the next toilet or urinal.
- Wear gloves and safety glasses to protect against the cleaning chemicals.
- Use the correct length handle with your doodle bug to minimize bending over. The doodle bug with its long-handle attachment will readily clean under and behind toilets without your bending down.
- As necessary, use the brown-n-scrub doodle bug pad to clean seat hinges.
- Remember that urinals should be cleaned at least once per day. Use PSSS-OFF to remove odors related to urine.

10. DESCALE TOILETS AND URINALS

- If cleaning a urinal, use the Johnny Mop to remove excess water from the trap.
- Flush the urinal or toilet before cleaning.
- Descale by applying Esidufoam to the Johnny mop. Apply the Johnny Mop around the rim of the toilet or urinal.

11. CLEAN SINKS. Wear gloves and use Ajax cleaner. Alternate hands as you work and try to keep your wrists straight to avoid fatigue.

12. CLEAN TILE. As necessary, use Tile-Klenz to clean soap scum and mineral build-up on tile. Wear gloves and safety glasses. Undiluted Tile-Klenz is corrosive and will burn the skin and eyes upon contact.

13. RESTOCK PAPER SUPPLIES. Restock toilet paper and paper towels, as necessary.

14. MOP FLOOR. Follow procedures in “Mopping.” If you must move waste cans to mop the floor, follow procedures in “Lifting.”

15. INFECTIOUS MATERIALS. If infectious materials are encountered such as blood or vomit, follow procedures in Infectious Materials.

AFTER

1. SECURE THE RESTROOM. At the end of the day, lock the windows, turn off the lights, and lock the doors. This will prevent intruders from using the restroom for illicit purposes such as illegal drug use.