

MORNING SANITIZING SCHEDULE

Daily Hygiene Maintenance & Safety Log

Location: Main Guest Bathroom Week Of: _____ Staff/Name: _____

DONE	SANITIZING TASK	FOCUS AREA	TIME
	High-Touch Surfaces	Doorknobs, light switches, flush handles	07:00 AM
	Vanity & Faucets	Sink basin, tap handles, countertop	07:15 AM
	Toilet Sanitation	Seat, lid, exterior porcelain base	07:30 AM
	Mirror & Glass	Streak-free wipe down	07:40 AM
	Refill Supplies	Hand soap, paper towels, toilet tissue	07:50 AM
	Floor Disinfection	Mopping with hospital-grade cleaner	08:00 AM

DONE	SANITIZING TASK	FOCUS AREA	TIME
	Waste Removal	Empty bins and replace liners	08:15 AM

Note: Use approved EPA-registered disinfectants only. Ensure 2-minute contact time for chemical efficacy. Report any plumbing issues to maintenance immediately.