



FOODSERVICE FRONT OF HOUSE CLEANING CHECKLIST

DISINFECT ENTRANCE



- Regularly disinfect all high-touch entrance areas with a spray bottle of disinfectant and a damp microfibre cloth or disposable microfibre wipe, including door knobs, push plates and railings.
- Wipe and polish all metal fixtures with blue glass cloth.
- Ensure hand sanitiser station is available and refilled as needed.

DISINFECT HOSTESS STATION



- Regularly disinfect all high-touch areas with a spray bottle of disinfectant and a damp microfibre cloth, including countertop.
- Wipe and polish any metal fixtures with blue glass cloth.
- Disinfect point-of-sale devices, including all touch screens and pagers.
- Disinfect each individual menu using a disposable microfibre wipe.
- Ensure hand sanitiser station is available and refill as needed.

SANITIZE BAR/LOUNGE



- Remove visible soil, spills and crumbs using a microfibre cloth and water with detergent.
- Rinse the surface with clean water to remove any detergent.
- Use a spray bottle of sanitiser and a damp microfibre cloth or disposable microfibre wipe to sanitise the surface. Let air dry.
- Wipe and polish all metal fixtures with blue glass cloth.
- Ensure hand sanitiser station is available and refill as needed in lounge area.

DISINFECT BREAK ROOM



- Regularly disinfect all high-touch areas with a spray bottle of disinfectant and a damp microfibre cloth or disposable microfibre wipe, including countertop, tables and chairs, sink, fixtures, door knobs and appliances.
- Ensure hand sanitiser station is available and refill as needed.

SANITIZE DINING ROOM AND BAR TABLES



- Remove all items (salt and pepper shakers, napkin dispensers, condiment containers, etc.) from the table in order to fully clean the entire surface.
- Remove visible soil, spills and crumbs using a microfibre cloth and water with detergent.
- Rinse the surface with clean water to remove any detergent.
- Use a spray bottle of sanitiser and a damp microfibre cloth or disposable microfibre wipe to sanitise the surface. Let air dry.
- Sanitise all tables at the start of the day, in between each group of patrons and again at the end of the day.
- Ensure any benches, chairs and high chairs are sanitised, paying special attention to high-touch areas like arm rests.

DUST MOP AND WET MOP THE FLOOR



- Regularly use a Lobby Pro® broom and dustpan to sweep up messes as needed throughout shifts.
- Check the floor for debris and use a scraper if needed before beginning.
- Use microfibre 45cm dust pad and begin dust mopping from the entrance door working backwards. If a dust mop is not available, use a broom.
- Place wet floor sign on the ground to alert patrons and staff of wet floor to help prevent slips and falls.
- Use sterile, disposable wet mop or freshly machine-laundered wet mop. Fill the mop bucket with diluted floor cleaning solution as recommended per chemical-specified guidelines.
- Use a "Figure 8" motion to prevent cross-contamination and keep track of dirty and already cleaned surfaces.
- Change the mop after each shift.



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High-touch disinfection recommendations based on CDC guidance for disinfection. Always work with your cleaning solution provider to identify the right chemicals and follow manufacturer and regulatory instructions regarding sanitation and disinfection within the facility.
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FOODSERVICE BACK OF HOUSE CLEANING CHECKLIST

SANITISE PREP AREAS



- Remove visible soils, spills and crumbs using a microfibre cloth and water with detergent.
- Rinse the surface with clean water to remove any detergent.
- Use a spray bottle of sanitiser and a damp microfibre cloth or disposable microfibre wipe to sanitise the surface. Let air dry.
- Clean and sanitise prep surfaces frequently, regularly changing out sanitising water and microfibre cloths throughout each shift.

SANITIZE SURFACE AREAS AND EQUIPMENT



Including cutting boards, stationary equipment, work tables and utensils, service equipment, flatware, door handles, cooler, freezer, access doors.

- Remove visible soils, spills and crumbs using a microfibre cloth and water with detergent.
- Rinse the surface with clean water to remove any detergent.
- Use a spray bottle of sanitiser and a damp microfibre cloth or disposable microfibre wipe to sanitise the surface. Let air dry.
- Clean and sanitise prep surfaces frequently, regularly changing out sanitising water and microfibre cloths throughout each shift.

DISINFECT HIGH-TOUCH AREAS



- Regularly disinfect all high-touch areas with a spray bottle of disinfectant and a damp microfibre cloth or disposable microfibre cloth, including light switches, door handles, sink handles, access doors, waste disposal areas and light fixtures.

DUST MOP AND WET MOP THE FLOOR



- Check the floor for debris and use a scraper if needed before beginning.
- Use microfibre 45cm Dust Pad and begin dust mopping from the entrance door working backwards. If a dust mop is not available, use a broom.
- Place wet floor sign on the ground to alert patrons and staff of wet floor to help prevent slips and falls.
- Use sterile, disposable wet mop or freshly machine-laundered wet mop. Fill the mop bucket with diluted floor cleaning solution as recommended per chemical-specified guidelines.
- Use a "Figure 8" motion to prevent cross-contamination and keep track of dirty and already cleaned surfaces.
- Change the mop after each shift.

RESTOCK SUPPLIES AND WASTE DISPOSAL



- Restock supplies at hand sink including soap and sanitizer.
- Dispose of waste as often as needed.
- Place a new liner bag in the waste container.
- Disinfect waste disposal area and clean waste container regularly.



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REGULARLY CLEAN OTHER AREAS

Follow company policy regarding how and when to clean equipment, including: BBQs, fryers, coffee machines, microwaves, toasters, meat slicers, drink dispensers, refrigerators and freezers, etc.



FOODSERVICE RESTROOM CLEANING CHECKLIST

Follow the steps, in order, below to ensure that you move from the cleanest surfaces in the room to the dirtiest surfaces and from the top of the room to the bottom to help minimise cross-contamination.

Before starting, place a "Closed for Cleaning" sign in front of the restroom to reduce interruptions and ensure that the restroom can be fully cleaned.



DISINFECT SINK AND COUNTER



- Use damp green microfibre cloth for general cleaning, and a damp blue microfibre glass cleaning cloth for bright surfaces.
- Wipe top of sink and bowl, as well as the front of the counter with the green microfibre cloth.
- Wipe and polish taps and all metal fixtures with blue glass cloth.
- Clean the piping and all the exposed surfaces of the entire unit.

CLEAN MIRRORS



- Use damp blue microfibre glass cleaning cloth.
- Lightly wet cloth with water and clean mirror from top to bottom.
- Remove fingerprints, splash marks and smudges as needed.

DISINFECT TOILET



- Pour a small quantity of bowl cleaner in the toilet bowl water of each toilet.
- Dip bowl brush into the bowl water, now mixed with bowl cleaner, and move it around all inside surfaces including under the rim of the bowl, allowing to stand for proper dwell time.
- Clean and polish the piping, flush handle, seat and bowl with a yellow microfibre bathroom cloth.

RESTOCK SUPPLIES AND WASTE DISPOSAL



- Restock supplies at hand sink including soap and sanitiser.
- Dispose of waste as often as needed.
- Place a new liner bag in the waste container.
- Disinfect waste disposal area and clean waste container regularly.

DUST MOP AND WET MOP THE FLOOR



- Place wet floor sign in doorway to alert patrons and staff of wet floor to help prevent slips and falls.
- Use sterile, disposable wet mop or freshly machine-laundered wet mop. Fill the mop bucket with diluted floor cleaning solution as recommended per chemical-specified guidelines.
- Start mopping in the back corner of the restroom, using a "Figure 8" motion to prevent cross-contamination and keeping track of dirty and already cleaned surfaces. Continue mopping backwards and out of the restroom door.
- Remove the used mop head after cleaning the restroom to avoid cross-contamination in other areas of the establishment.



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