



METHOD STATEMENT: MS007

Task description: Cleaning a toilet, urinals and washroom sinks area

Equipment

Red & Blue lavette cloth

Red & Blue microfibre cloth

Detergent/ disinfectant - spray bottle

Descaler liquid - ACT

Toilet brush

Toilet paper

Small brush

PPE

Nitrile Gloves

Safety specs (for descaling)

Safety

Maintain good positioning when carrying out cleaning activities or lifting waste - do not over reach/ stretch

Use correct colour coding to reduce cross contamination

Use correct waste streams

Do not create trip hazards by leaving waste in doorways/ walkways etc

Procedure

Cleaning toilets

Gather equipment and put out warning signage

Using damp lavette cloth, spray detergent onto the cloth and wipe down all paneling/ tiling surrounding the toilet (from top to bottom). Buff to finish using dry microfibre cloth.

Using toilet brush, push water down toilet bowl U bend to lower the water line. Apply descaler inside the toilet bowl working from under the bowl rim. Leave for 5 - 10 minutes for descaling action to occur. Using a toilet brush, gently brush the descaler around the toilet bowl, under the rim and into the U Bend to remove limescale and stains (*do not get too close to the bowl and be careful not to splash toilet water back up into face*). Flush the toilet to clear all chemical residue.

Rinse toilet brush and holder by holding them under the flush in toilet.

Using small brush (i.e paint brush), sweep out any debris trapped in toilet seat/ lid hinges

Using a small amount of toilet paper, remove any dust, hairs, debris, urine, faeces and dispose of paper in toilet bowl (flush).

Using a damp lavette cloth , spray detergent/ disinfectant onto cloth and wipe all external toilet surfaces (cistern, fixings, toilet lid, toilet seat, toilet hinges, toilet bowl top, under toilet bowl/ pedestal) and follow with a dry microfibre cloth to buff to shine and remove any left over debris.

Cleaning urinals

Remove "P" mats

Using toilet paper, wipe out hair or debris and dispose in toilet.

Apply descaler to inside of urinal (top to bottom) Leave for 5 minutes.

Using toilet brush (be careful not to flick chemical onto self) gently brush the descaler around the urinal bowl to remove limescale and stains.

Using a damp lavette cloth , spray detergent/ disinfectant onto cloth and wipe all urinal fixings, bowl, external of bowl, surrounding panelling or tiles) and follow with a dry microfibre cloth to buff to finish.

Sinks/ vanity units & other

Damp wipe/ disinfect vanity units, sinks and taps (applying descaler to sinks and taps where necessary), rinse away chemical and buff to finish with dry microfibre cloth.

Dry dust all pipework & skirting, and use a damp lavette cloth to remove stains.

To complete

Ensure toilets are all flushed clear, and return toilet seat and lid to down position.

Wash out all cloths and hang to dry or place in laundry bag for deep cleaning (end of week)

Pack away all equipment and chemicals and return to store