



Document No.: HUB.S.REC.147
 Effective Date: 01-June 2022
 Revision Date: New

Bathroom & Lunchroom Checks

Revised By: MDaskis
 Approved By: NRoss
 Reason for Revision: New

EMPLOYEE BATHROOM

(Clean 2x per day or more frequent if necessary) For _____ (month), _____ (year)

DAY	TIME & SIGNATURE									
	A.M. (time)	Supplies Replenished (check)			Signature	Day	Supplies Replenished (check)			Signature
		Toilet Paper	Hand Towels	Soaps			Toilet Paper	Hand Towels	Soaps	
1						16				
2						17				
3						18				
4						19				
5						20				
6						21				
7						22				
8						23				
9						24				
10						25				
11						26				
12						27				
13						28				
14						29				
15						30				
						31				

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EMPLOYEE BATHROOM - Female

(Clean 2x per day or more frequent if necessary) For _____ (month), _____ (year)

DAY	TIME & SIGNATURE									
	A.M. (time)	Supplies Replenished (check)			Signature	P.M. (time)	Supplies Replenished (check)			Signature
		Toilet Paper	Hand Towels	Soaps			Toilet Paper	Hand Towels	Soaps	
16										
17										
18										
19										
20										
21										
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EMPLOYEE BATHROOM - Male

(Clean 2x per day or more frequent if necessary) For _____ (month), _____ (year)

DAY	TIME & SIGNATURE									
	A.M.	Supplies Replenished (check)			Signature	P.M.	Supplies Replenished (check)			Signature
	(time)	Toilet Paper	Hand Towels	Soaps		(time)	Toilet Paper	Hand Towels	Soaps	
1										
2										
3										
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14										
15										

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EMPLOYEE BATHROOM - Male

(Clean 2x per day or more frequent if necessary) For _____ (month), _____ (year)

DAY	TIME & SIGNATURE									
	A.M. (time)	Supplies Replenished (check)			Signature	P.M. (time)	Supplies Replenished (check)			Signature
		Toilet Paper	Hand Towels	Soaps			Toilet Paper	Hand Towels	Soaps	
16										
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LUNCH ROOM

(Cleaned once per day or more frequent if necessary)

DAY	TIME & SIGNATURE						
	Time	Replenished (check)			Floors cleared & swept	Equipment wiped down and cleaned	Signature
		Hand Towels	Soaps	Cleaned	Washed weekly or as required	Kettle, sink, stovetop, Microwave	
1							
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SMALL SCALE
FOOD PROCESSOR
ASSOCIATION

SUPPORTS INDEPENDENT
FOOD PROCESSORS & GROWERS

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