

HOSPITALITY POOL AND GYM HYGIENE AUDIT TEMPLATE

Pool and Gym Hygiene Audit Checklist

Audit pool-water operations, decks, contamination response, gym equipment, locker rooms, showers, towels, cleaning products, maintenance defects, corrective actions, reinspection, and facility readiness.

PROPERTY / FACILITY

DATE / SHIFT

POOL / GYM ZONE

AUDITOR / REVIEWER

1. Audit setup, facility scope, operating hours, responsibilities, records, and hygiene readiness

- 1 Confirm the property, date and shift, pool areas, spa or hot-tub areas if included, gym or fitness zones, locker rooms, showers, changing areas, auditor, department owner, and final reviewer.

HYGIENE

Compliant

Needs attention

Close / restrict

N/A

Execution tip: Define pool and gym scope before scoring.

- 2 Review facility operating hours, peak-use periods, scheduled cleaning rounds, pool-operator coverage, gym attendant coverage, contractor responsibilities, and any temporarily closed equipment or areas.

CRITICAL

HYGIENE

Compliant

Needs attention

Close / restrict

N/A

Execution tip: Peak-use periods may need more frequent hygiene rounds.

- 3 Verify current cleaning SOPs, pool operating logs, water-quality records, contamination-response procedures, chemical product instructions, equipment-cleaning guidance, and facility-specific hygiene standards are available.

HYGIENE

Compliant

Needs attention

Close / restrict

N/A

Execution tip: Keep operating records easy to retrieve.

- 4 Confirm staff know who owns pool-water operations, deck and furniture cleaning, gym equipment cleaning, locker-room hygiene, towel handling, waste, maintenance defects, and guest-issue escalation.

CRITICAL

HYGIENE

Compliant

Needs attention

Close / restrict

N/A

Execution tip: Ownership should be clear across departments.

- 5 Check cleaning carts, approved products, cloths, brushes, mop systems, PPE, waste supplies, barriers or signs, test equipment, and other required hygiene materials are available and serviceable.

HYGIENE

Compliant

Needs attention

Close / restrict

N/A

Execution tip: Stock hygiene supplies before opening.

- 6 Record staffing gaps, unavailable cleaning supplies, missing pool records, contractor delays, equipment outages, water-quality concerns, repeated hygiene complaints, or other conditions that could affect facility readiness.

HYGIENE

Compliant

Needs attention

Close / restrict

N/A

Execution tip: Record conditions that reduce facility readiness.

2. Pool-water appearance, operating logs, filtration, circulation, testing, and closure controls

- 7 Check pool or spa water is visibly clear enough for the facility's approved operating standard and that unusual cloudiness, discoloration, debris, foam, or surface contamination is investigated. **CRITICAL** **HYGIENE**
- Compliant Needs attention Close / restrict N/A

Execution tip: Water clarity is a critical operating signal.

- 8 Verify required water-quality checks are completed at the frequency defined by local requirements and the facility operating plan, with readings recorded by trained or qualified personnel. **CRITICAL** **HYGIENE**
- Compliant Needs attention Close / restrict N/A

Execution tip: Use local code and the facility plan for actual chemical limits.

- 9 Confirm disinfectant, pH, temperature, and other required operating parameters remain within the limits adopted by the facility and applicable local authority before guest use continues. **CRITICAL** **HYGIENE**
- Compliant Needs attention Close / restrict N/A

Execution tip: Qualified staff should own water testing and closure decisions.

- 10 Check filtration, circulation, skimming, strainers, water level, return flow, and visible recirculation-system condition for obvious abnormalities or loss of normal operation. **CRITICAL** **HYGIENE**
- Compliant Needs attention Close / restrict N/A

Execution tip: Circulation failures need prompt escalation.

- 11 Verify out-of-range water readings, failed circulation, loss of required clarity, contamination events, or other closure triggers are handled using the facility's approved closure and corrective process. **CRITICAL** **HYGIENE**
- Compliant Needs attention Close / restrict N/A

Execution tip: Do not keep a pool open outside adopted operating limits.

- 12 Escalate any pool or spa that cannot meet required operating conditions and keep it closed until the qualified operator or responsible authority verifies safe reopening. **HYGIENE**
- Compliant Needs attention Close / restrict N/A

Execution tip: Verify conditions before reopening.

3. Pool deck, coping, ladders, handrails, furniture, showers, foot-rinse areas, and high-touch surfaces

- 13** Inspect pool decks, coping, steps, ladders, handrails, entry points, grab rails, and surrounding walking surfaces for visible soil, standing water, algae-like buildup, litter, or slippery contamination. **CRITICAL** **HYGIENE**
- Compliant Needs attention Close / restrict N/A

Execution tip: Pool decks need both cleanliness and slip control.

- 14** Clean and disinfect applicable high-touch poolside surfaces such as handrails, door handles, shower controls, lockers, furniture arms, shared tables, and guest-use equipment according to product directions. **CRITICAL** **HYGIENE**
- Compliant Needs attention Close / restrict N/A

Execution tip: Use disinfectants according to label directions.

- 15** Check poolside loungers, chairs, tables, umbrellas, cabanas, storage bins, and other guest furniture are clean, dry enough for use, free from residue, and not visibly damaged. **CRITICAL** **HYGIENE**
- Compliant Needs attention Close / restrict N/A

Execution tip: Check furniture after every high-use period defined by the property.

- 16** Inspect pre-swim showers, rinse stations, foot-rinse areas where provided, changing-room approaches, and pool-entry routes for cleanliness, drainage, soap or supply needs, and odor. **CRITICAL** **HYGIENE**
- Compliant Needs attention Close / restrict N/A

Execution tip: Showers and drains can reveal hygiene problems early.

- 17** Verify cleaning activity, cords, hoses, carts, buckets, wet-floor signs, and temporary barriers do not create unmanaged trip hazards or obstruct normal pool circulation. **CRITICAL** **HYGIENE**
- Compliant Needs attention Close / restrict N/A

Execution tip: Cleaning equipment should not create hazards.

- 18** Record damaged deck surfaces, loose handrails, broken ladders, poor drainage, persistent algae-like growth, repeated standing water, or other maintenance defects that undermine hygiene or safe use. **HYGIENE**
- Compliant Needs attention Close / restrict N/A

Execution tip: Maintenance defects can defeat cleaning efforts.

4. Fecal, vomit, blood, body-fluid, contamination-response, closure, and incident readiness

- 19 Verify the aquatic facility has a written contamination-response plan for fecal, vomit, and blood incidents that is available to staff and aligned with the applicable local code or adopted aquatic-health standard. **CRITICAL** **HYGIENE**
- Compliant Needs attention Close / restrict N/A

Execution tip: CDC MAHC calls for immediate closure after fecal or vomit contamination.

- 20 Confirm staff responsible for aquatic operations know how to close the affected venue promptly and prevent swimmers from entering until remediation and verification are complete. **CRITICAL** **HYGIENE**
- Compliant Needs attention Close / restrict N/A

Execution tip: Staff need a practiced response plan.

- 21 Check contamination-response supplies, nets or scoops, PPE, disinfectant or treatment materials, signage, record forms, and escalation contacts are available and suitable for the approved procedure. **CRITICAL** **HYGIENE**
- Compliant Needs attention Close / restrict N/A

Execution tip: Keep response supplies available during operating hours.

- 22 Verify contamination is removed and handled using the approved method and that contaminated tools are cleaned and disinfected as required before reuse. **CRITICAL** **HYGIENE**
- Compliant Needs attention Close / restrict N/A

Execution tip: Use the approved removal and disinfection method.

- 23 Check the incident log records the time, affected venue, contamination type, closure, treatment or remediation, water-test verification, reopening time, operator, and any guest or employee follow-up required. **CRITICAL** **HYGIENE**
- Compliant Needs attention Close / restrict N/A

Execution tip: Document the complete closure and reopening timeline.

- 24 Escalate any contamination event that was not closed, treated, documented, or verified according to the facility's approved response procedure before reopening. **HYGIENE**
- Compliant Needs attention Close / restrict N/A

Execution tip: Never reopen on assumption alone.

5. Gym cardio and strength equipment, touchpoints, mats, accessories, and between-use cleaning

- 25 Inspect cardio equipment, strength machines, benches, racks, handles, adjustment pins, touchscreens, consoles, grips, pads, and other frequent-contact surfaces for visible soil, sweat, residue, dust, or buildup. **CRITICAL** **HYGIENE**
- Compliant Needs attention Close / restrict N/A

Execution tip: Sweat-contact equipment needs consistent cleaning.

- 26 Check free weights, dumbbells, kettlebells, bars, plates, medicine balls, resistance bands, rollers, mats, blocks, and other shared accessories are clean, dry, organized, and free from obvious contamination. **CRITICAL** **HYGIENE**
- Compliant Needs attention Close / restrict N/A

Execution tip: Shared accessories can be missed during routine rounds.

- 27 Verify the gym has a defined process for guest self-cleaning and staff cleaning of shared equipment, with approved products and supplies available at practical locations. **CRITICAL** **HYGIENE**
- Compliant Needs attention Close / restrict N/A

Execution tip: Keep guest self-cleaning supplies convenient.

- 28 Confirm disinfectants or sanitizers used on hard nonporous gym surfaces are applied only to compatible surfaces and according to the product label, including the required contact time. **CRITICAL** **HYGIENE**
- Compliant Needs attention Close / restrict N/A

Execution tip: EPA-registered disinfectants must be used according to the label.

- 29 Check porous items, fabric surfaces, straps, mats, upholstery, and specialized equipment are cleaned using methods compatible with the manufacturer instructions and replaced when hygiene cannot be maintained. **CRITICAL** **HYGIENE**
- Compliant Needs attention Close / restrict N/A

Execution tip: Porous surfaces may need manufacturer-specific methods.

- 30 Remove or restrict visibly contaminated, damaged, wet, torn, cracked, or otherwise unhygienic gym equipment until it is cleaned, dried, repaired, or replaced. **HYGIENE**
- Compliant Needs attention Close / restrict N/A

Execution tip: Restrict equipment that cannot be cleaned effectively.

6. Gym floors, mirrors, ventilation, drinking stations, towels, waste, and general fitness-area hygiene

- 31** Inspect gym floors, rubber flooring, carpet, corners, skirtings, under-equipment areas, and stretching zones for dust, hair, debris, spills, sticky residue, and visible soil. **CRITICAL** **HYGIENE**
- Compliant Needs attention Close / restrict N/A

Execution tip: Clean under and around gym equipment.

- 32** Clean mirrors, glass, doors, handles, touchscreens, counters, shelves, water-station surfaces, and other shared high-touch points to the approved frequency. **CRITICAL** **HYGIENE**
- Compliant Needs attention Close / restrict N/A

Execution tip: High-touch surfaces need scheduled rounds.

- 33** Check ventilation and air movement feel adequate for occupancy and report persistent odor, excessive humidity, condensation, visible moisture, or recurring comfort complaints to engineering. **CRITICAL** **HYGIENE**
- Compliant Needs attention Close / restrict N/A

Execution tip: Persistent humidity and odor may need HVAC support.

- 34** Inspect drinking fountains, bottle-fill stations, water dispensers, cups where provided, and surrounding drains or splash areas for cleanliness, leakage, scale, standing water, and supply needs. **CRITICAL** **HYGIENE**
- Compliant Needs attention Close / restrict N/A

Execution tip: Keep drinking stations clean and dry.

- 35** Verify clean towels are protected from used towels and waste, and that used gym towels are collected in designated containers without overflowing or mixing with clean stock. **CRITICAL** **HYGIENE**
- Compliant Needs attention Close / restrict N/A

Execution tip: Separate clean and used towels clearly.

- 36** Empty waste bins before overflow, control discarded tissues and bottles promptly, and report sharps, bodily fluids, or other unusual waste requiring special handling. **HYGIENE**
- Compliant Needs attention Close / restrict N/A

Execution tip: Unusual waste needs controlled handling.

7. Locker rooms, changing rooms, toilets, showers, benches, lockers, drains, and wet-area hygiene

- 37** Inspect toilets, urinals where provided, basins, taps, counters, mirrors, showers, shower controls, partitions, benches, lockers, handles, hair dryers, and other changing-room fixtures for cleanliness. **CRITICAL** **HYGIENE**
- Compliant Needs attention Close / restrict N/A

Execution tip: Locker rooms combine high touch and high moisture.

- 38** Remove hair, soap residue, scale, standing water, paper debris, visible soil, odor, and other wet-area contamination from surfaces and drains according to the cleaning plan. **CRITICAL** **HYGIENE**
- Compliant Needs attention Close / restrict N/A

Execution tip: Hair and standing water are common missed points.

- 39** Clean and disinfect high-touch locker-room surfaces such as door handles, locker pulls, bench edges, shower controls, taps, dispensers, grab bars, and shared grooming surfaces. **CRITICAL** **HYGIENE**
- Compliant Needs attention Close / restrict N/A

Execution tip: Clean shared controls and handles systematically.

- 40** Check soap, toilet paper, tissues, hand-drying supplies, sanitary disposal supplies, liners, and other required consumables are stocked and dispensers are clean and functional. **CRITICAL** **HYGIENE**
- Compliant Needs attention Close / restrict N/A

Execution tip: Restocking is part of hygiene readiness.

- 41** Verify wet floors are controlled during cleaning and that drains, floor falls, mats, and drying practices minimize persistent standing water and slip risk. **CRITICAL** **HYGIENE**
- Compliant Needs attention Close / restrict N/A

Execution tip: Keep wet-floor hazards controlled.

- 42** Escalate blocked drains, sewage odor, plumbing leaks, visible mold-like growth, damaged lockers, broken fixtures, failed ventilation, or severe sanitation issues requiring repair or temporary closure. **HYGIENE**
- Compliant Needs attention Close / restrict N/A

Execution tip: Severe sanitation failures may require temporary closure.

8. Cleaning products, dilution, labeling, storage, PPE, contact time, and housekeeping controls

43
Verify cleaning and disinfecting products are clearly identified, stored securely, and used only for approved surfaces and tasks according to the product label and property procedure.
CRITICAL
HYGIENE

Compliant
Needs attention
Close / restrict
N/A

Execution tip: Use only identified cleaning products.

44
Check concentrates, ready-to-use products, wipes, spray bottles, and dosing systems are correctly labeled or otherwise identified and are not placed in unmarked guest-accessible containers.
CRITICAL
HYGIENE

Compliant
Needs attention
Close / restrict
N/A

Execution tip: Follow the exact product dilution and application method.

45
Confirm dilution, application method, surface compatibility, and required wet contact time are followed for disinfectant claims rather than relying on immediate wipe-off.
CRITICAL
HYGIENE

Compliant
Needs attention
Close / restrict
N/A

Execution tip: Contact time matters for disinfectant effectiveness.

46
Check required gloves, eye protection, footwear, or other task-specific PPE are available and used according to the product label, SDS, and property procedure.
CRITICAL
HYGIENE

Compliant
Needs attention
Close / restrict
N/A

Execution tip: PPE should follow label and SDS information.

47
Keep chemicals separated from clean towels, drinking supplies, guest amenities, food or beverages, and other incompatible or contamination-sensitive items.
CRITICAL
HYGIENE

Compliant
Needs attention
Close / restrict
N/A

Execution tip: Keep chemicals away from guest consumables.

48
Remove leaking, damaged, expired, improperly diluted, unlabelled, or otherwise unsuitable cleaning products from use and escalate chemical-storage or exposure concerns promptly.
HYGIENE

Compliant
Needs attention
Close / restrict
N/A

Execution tip: Remove unsuitable products from use immediately.

9. Cleaning verification, maintenance defects, guest complaints, corrective actions, evidence, and reinspection

49 Use scheduled supervisor rounds or audit sampling to verify cleaning quality across pool decks, furniture, gym equipment, locker rooms, showers, drinking stations, and high-touch surfaces. **CRITICAL** **HYGIENE**

Compliant

Needs attention

Close / restrict

N/A

Execution tip: Verification should cover both cleaning and maintenance dependencies.

50 Record each hygiene finding with exact zone or equipment, condition, severity, guest impact, immediate control, owner, due time, and evidence required for closure. **CRITICAL** **HYGIENE**

Compliant

Needs attention

Close / restrict

N/A

Execution tip: Every finding needs one owner.

51 Create corrective actions for repeated missed cleaning, worn surfaces that cannot be cleaned effectively, broken dispensers, damaged mats, leaks, drainage issues, ventilation defects, or other maintenance dependencies. **CRITICAL** **HYGIENE**

Compliant

Needs attention

Close / restrict

N/A

Execution tip: Repeated hygiene misses often need process changes.

52 Review guest complaints, incident reports, pool closures, odor complaints, visible-soil findings, towel shortages, equipment contamination, and repeat locker-room issues for recurring patterns. **CRITICAL** **HYGIENE**

Compliant

Needs attention

Close / restrict

N/A

Execution tip: Guest complaints can reveal missed zones.

53 Reinspect corrected critical areas before reopening a closed pool, locker room, shower zone, or restricted gym equipment when the facility procedure requires verification. **CRITICAL** **HYGIENE**

Compliant

Needs attention

Close / restrict

N/A

Execution tip: Critical corrections should be reinspected.

54 Keep areas or equipment restricted when hygiene, contamination, maintenance, or water-operation conditions do not support normal guest use. **HYGIENE**

Compliant

Needs attention

Close / restrict

N/A

Execution tip: Do not reopen areas that remain unhygienic.

10. Audit scoring, trend review, management follow-up, training, action closure, and final sign-off

- 55 Summarize audit results separately for pool water and deck hygiene, gym equipment hygiene, locker-room hygiene, cleaning controls, maintenance defects, and corrective-action closure. CRITICAL HYGIENE
- Compliant Needs attention Close / restrict N/A

Execution tip: Score pool and gym areas separately enough to see patterns.

- 56 Trend repeat findings by zone, shift, time of day, occupancy, cleaning team, contractor, product, equipment type, pool closure reason, and maintenance dependency. CRITICAL HYGIENE
- Compliant Needs attention Close / restrict N/A

Execution tip: Trend by time and zone, not only overall score.

- 57 Use recurring hygiene failures to revise cleaning frequency, staffing, guest self-cleaning supplies, pool-operator checks, equipment replacement, training, or preventive-maintenance priorities. CRITICAL HYGIENE
- Compliant Needs attention Close / restrict N/A

Execution tip: Use data to adjust frequency and staffing.

- 58 Verify staff training is refreshed when audits identify repeated product misuse, missed contact time, poor contamination response, unsafe chemical handling, or inconsistent closure decisions. CRITICAL HYGIENE
- Compliant Needs attention Close / restrict N/A

Execution tip: Repeated misuse indicates a training gap.

- 59 Close corrective actions only after evidence shows the required cleaning, repair, water verification, restocking, training, or process change has actually been completed. CRITICAL HYGIENE
- Compliant Needs attention Close / restrict N/A

Execution tip: Close actions on evidence, not promise.

- 60 Record the final audit result, critical restrictions, open actions, next audit date, department owners, auditor, reviewer, approver, date, time, and sign-off. HYGIENE
- Compliant Needs attention Close / restrict N/A

Execution tip: Final sign-off should show all remaining restrictions.

RUN THIS CHECKLIST DIGITALLY

Turn recreation hygiene findings into accountable correction and verified reopening

Capture pool logs, gym cleaning, wet-area hygiene, restrictions, maintenance defects, reinspection, and trends in Taotics.

Try Recreation Hygiene in Taotics