

FREE FACILITIES & PROPERTY WASHROOM HYGIENE TEMPLATE

Washroom Hygiene Checklist

Use this 60-point checklist to inspect toilets and urinals, handwashing, floors and drainage, touchpoints, accessibility, ventilation and odors, sanitary waste, cleaning tools and records, plumbing defects, corrective actions, and final verification.

Property / building

Inspection date

Washroom / zone

Inspector / hygiene owner

Internal Facilities & Property template. Apply current sanitation, plumbing, accessibility, cleaning, chemical-safety, service-contract, building, and local requirements. Where U.S. OSHA general-industry rules apply, relevant 29 CFR 1910.141 sanitation requirements should be included.

1. Inspection scope, washroom profile, service standard, frequency, ownership, and previous issues

- 1
- Confirm the property, building, floor or zone, washroom identifier, inspection date, and washroom-hygiene inspection scope are recorded.
- CRITICAL
- HYGIENE

Hygiene Item	Condition / status	Owner	Evidence	Action
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Execution tip: Define the washroom type, user volume, cleaning frequency, service standard, and known recurring issues before scoring condition.

- 2
- Identify the washroom type, expected user volume, opening hours, cleaning frequency, peak-use periods, and whether showers, changing areas, or accessible facilities are included.
- HYGIENE

Hygiene Item	Condition / status	Owner	Evidence	Action
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Execution tip: Define the washroom type, user volume, cleaning frequency, service standard, and known recurring issues before scoring condition.

- 3
- Verify current washroom cleaning standards, inspection frequencies, replenishment rules, escalation criteria, and service responsibilities are available where applicable.
- CRITICAL
- HYGIENE

Hygiene Item	Condition / status	Owner	Evidence	Action
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Execution tip: Define the washroom type, user volume, cleaning frequency, service standard, and known recurring issues before scoring condition.

- 4
- Review recent complaints, plumbing failures, blockages, odors, supply shortages, pest observations, accessibility issues, and previous hygiene findings before inspection.
- HYGIENE

Hygiene Item	Condition / status	Owner	Evidence	Action
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Execution tip: Define the washroom type, user volume, cleaning frequency, service standard, and known recurring issues before scoring condition.

- 5
- Confirm responsibility is defined across housekeeping, facilities, plumbing or maintenance, property management, and service contractors.
- HYGIENE

Hygiene Item	Condition / status	Owner	Evidence	Action
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Execution tip: Define the washroom type, user volume, cleaning frequency, service standard, and known recurring issues before scoring condition.

- 6
- Record property, washroom or zone, inspection date, inspector, housekeeping owner, facilities owner, contractor where applicable, and next review date.
- HYGIENE

FINAL STATUS | Enter

HYGIENE OWNER | Enter

FACILITIES APPROVAL | Enter

Execution tip: Define the washroom type, user volume, cleaning frequency, service standard, and known recurring issues before scoring condition.

2. Toilets, urinals, cubicles, partitions, seats, flush systems, and sanitary condition

7 Inspect toilets, urinals, seats, lids, bowls, flush controls, cisterns, partitions, cubicle doors, locks, and surrounding surfaces for cleanliness and serviceability. **CRITICAL** **HYGIENE**

Pass

Needs service

Critical

[LIVE PHOTO](#) | [Add](#)

Execution tip: Inspect hygiene and serviceability together. A fixture should not be scored clean if it is blocked, leaking, damaged, unavailable, or creating an unsanitary condition.

8 Check for visible soil, staining, scale, residue, splash contamination, buildup, blocked fixtures, overflow, leakage, or persistent unpleasant odor. **CRITICAL** **HYGIENE**

Pass

Needs service

Critical

[LIVE PHOTO](#) | [Add](#)

Execution tip: Inspect hygiene and serviceability together. A fixture should not be scored clean if it is blocked, leaking, damaged, unavailable, or creating an unsanitary condition.

9 Confirm cubicle doors, privacy latches, partitions, hooks, shelves, toilet-paper holders, and other fittings are secure and usable. **HYGIENE**

Pass

Needs service

Critical

[LIVE PHOTO](#) | [Add](#)

Execution tip: Inspect hygiene and serviceability together. A fixture should not be scored clean if it is blocked, leaking, damaged, unavailable, or creating an unsanitary condition.

10 Verify toilets and urinals flush correctly and blocked, slow-draining, leaking, or out-of-service fixtures are clearly controlled and reported. **CRITICAL** **HYGIENE**

Hygiene item	Condition / status	Owner	Evidence	Action
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Execution tip: Inspect hygiene and serviceability together. A fixture should not be scored clean if it is blocked, leaking, damaged, unavailable, or creating an unsanitary condition.

11 Inspect joints, seals, grout, bases, wall interfaces, pipe penetrations, and concealed edges for residue, damage, moisture, or difficult-to-clean deterioration. **HYGIENE**

Pass

Needs service

Critical

[LIVE PHOTO](#) | [Add](#)

Execution tip: Inspect hygiene and serviceability together. A fixture should not be scored clean if it is blocked, leaking, damaged, unavailable, or creating an unsanitary condition.

12 Escalate sewage overflow, repeated blockage, widespread contamination, unusable fixtures, or other conditions that make the washroom unsanitary or unsuitable for normal use. **CRITICAL** **HYGIENE**

Hygiene item	Condition / status	Owner	Evidence	Action
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Execution tip: Inspect hygiene and serviceability together. A fixture should not be scored clean if it is blocked, leaking, damaged, unavailable, or creating an unsanitary condition.

3. Handwashing basins, running water, soap, drying, mirrors, counters, and hand-hygiene supplies

13

Inspect handwashing basins, taps, faucets, counters, splashbacks, mirrors, dispensers, and surrounding surfaces for cleanliness, residue, staining, and damage.

CRITICAL

HYGIENE

Pass

Needs service

Critical

LIVE PHOTO | Add

Execution tip: Where OSHA general-industry sanitation rules apply, lavatories should provide hot and cold or tepid running water, soap or a similar cleanser, and individual towels...

14

Confirm handwashing basins provide usable running water at an appropriate temperature and leaking, blocked, or failed taps are reported.

CRITICAL

HYGIENE

Hygiene item	Condition / status	Owner	Evidence	Action
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Execution tip: Where OSHA general-industry sanitation rules apply, lavatories should provide hot and cold or tepid running water, soap or a similar cleanser, and individual towels...

15

Verify soap or an approved cleansing agent is available at each required handwashing location and dispensers are clean and functional.

CRITICAL

HYGIENE

Hygiene item	Condition / status	Owner	Evidence	Action
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Execution tip: Where OSHA general-industry sanitation rules apply, lavatories should provide hot and cold or tepid running water, soap or a similar cleanser, and individual towels...

16

Confirm hand-drying facilities such as individual paper or cloth towels, clean continuous toweling, or air blowers are available and serviceable where required.

CRITICAL

HYGIENE

Hygiene item	Condition / status	Owner	Evidence	Action
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Execution tip: Where OSHA general-industry sanitation rules apply, lavatories should provide hot and cold or tepid running water, soap or a similar cleanser, and individual towels...

17

Inspect soap dispensers, towel dispensers, dryers, shelves, counters, and adjacent walls for buildup, leakage, empty supplies, or damage.

HYGIENE

Pass

Needs service

Critical

LIVE PHOTO | Add

Execution tip: Where OSHA general-industry sanitation rules apply, lavatories should provide hot and cold or tepid running water, soap or a similar cleanser, and individual towels...

18

Escalate loss of usable handwashing water, unavailable soap, failed required drying facilities, or widespread basin contamination for immediate service recovery.

CRITICAL

HYGIENE

Hygiene item	Condition / status	Owner	Evidence	Action
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Execution tip: Where OSHA general-industry sanitation rules apply, lavatories should provide hot and cold or tepid running water, soap or a similar cleanser, and individual towels...

4. Floors, walls, ceilings, drains, slip control, leaks, and cleaning condition

19

Inspect floors, floor edges, corners, tiles, grout, mats, thresholds, and transitions for cleanliness, residue, standing water, stains, damage, or slip risk.

CRITICAL

HYGIENE

Pass

Needs service

Critical

LIVE PHOTO | Add

Execution tip: Washroom floors should be kept clean and as dry as feasible. Repeated wetness should trigger plumbing, drainage, ventilation, or cleaning-process follow-up.

20

Check floor drains, channels, traps, grates, and drainage points for blockage, slow drainage, odor, debris, standing water, or damaged covers.

CRITICAL

HYGIENE

Pass

Needs service

Critical

LIVE PHOTO | Add

Execution tip: Washroom floors should be kept clean and as dry as feasible. Repeated wetness should trigger plumbing, drainage, ventilation, or cleaning-process follow-up.

21

Inspect walls, partitions, splash zones, doors, ceilings, ceiling tiles, vents, and high-level surfaces for dirt, staining, moisture, dust, or damage.

HYGIENE

Pass

Needs service

Critical

LIVE PHOTO | Add

Execution tip: Washroom floors should be kept clean and as dry as feasible. Repeated wetness should trigger plumbing, drainage, ventilation, or cleaning-process follow-up.

22

Confirm active wet-floor conditions from cleaning, plumbing leaks, condensation, or user activity are controlled with drying, warning, restricted access, or repair as appropriate.

CRITICAL

HYGIENE

Pass

Needs service

Critical

LIVE PHOTO | Add

Execution tip: Washroom floors should be kept clean and as dry as feasible. Repeated wetness should trigger plumbing, drainage, ventilation, or cleaning-process follow-up.

23

Check for leaking taps, pipes, valves, cisterns, supply hoses, drains, sealants, or other plumbing sources contributing to repeated wetness.

CRITICAL

HYGIENE

Pass

Needs service

Critical

LIVE PHOTO | Add

Execution tip: Washroom floors should be kept clean and as dry as feasible. Repeated wetness should trigger plumbing, drainage, ventilation, or cleaning-process follow-up.

24

Record cracked tiles, damaged grout, broken finishes, persistent leaks, failed drainage, or other facility defects preventing effective cleaning.

CRITICAL

HYGIENE

Hygiene Item	Condition / status	Owner	Evidence	Action
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Execution tip: Washroom floors should be kept clean and as dry as feasible. Repeated wetness should trigger plumbing, drainage, ventilation, or cleaning-process follow-up.

5. High-touch points, dispensers, doors, handles, accessibility controls, and shared contact surfaces

25

Inspect door handles, push plates, cubicle locks, flush controls, tap controls, dispensers, dryer buttons, grab bars, switches, and other frequent-touch surfaces for visible cleanliness.

CRITICAL

HYGIENE

Hygiene item	Condition / status	Owner	Evidence	Action
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Execution tip: Prioritize frequently touched surfaces and verify both cleanliness and operation. Damaged touchpoints often need maintenance rather than repeat cleaning.

26

Check entrance and internal doors, closers, hinges, handles, locks, signage, glazing, and thresholds for cleanliness, safe operation, and visible damage.

HYGIENE

Pass

Needs service

Critical

LIVE PHOTO | Add

Execution tip: Prioritize frequently touched surfaces and verify both cleanliness and operation. Damaged touchpoints often need maintenance rather than repeat cleaning.

27

Inspect dispensers for soap, tissue, towels, sanitary supplies, seat covers, or other consumables for cleanliness, secure mounting, correct operation, and stock availability.

CRITICAL

HYGIENE

Pass

Needs service

Critical

LIVE PHOTO | Add

Execution tip: Prioritize frequently touched surfaces and verify both cleanliness and operation. Damaged touchpoints often need maintenance rather than repeat cleaning.

28

Confirm accessible controls, grab bars, emergency cords or alarms where provided, doors, and other accessibility-related touchpoints are not obstructed or damaged.

CRITICAL

HYGIENE

Hygiene item	Condition / status	Owner	Evidence	Action
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Execution tip: Prioritize frequently touched surfaces and verify both cleanliness and operation. Damaged touchpoints often need maintenance rather than repeat cleaning.

29

Inspect baby-changing stations or other shared hygiene fixtures where provided for cleanliness, secure operation, visible damage, and required supplies.

CRITICAL

HYGIENE

Pass

Needs service

Critical

LIVE PHOTO | Add

Execution tip: Prioritize frequently touched surfaces and verify both cleanliness and operation. Damaged touchpoints often need maintenance rather than repeat cleaning.

30

Record damaged locks, loose grab bars, failed dispensers, broken door hardware, or other touchpoint defects requiring facilities or contractor repair.

CRITICAL

HYGIENE

Hygiene item	Condition / status	Owner	Evidence	Action
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Execution tip: Prioritize frequently touched surfaces and verify both cleanliness and operation. Damaged touchpoints often need maintenance rather than repeat cleaning.

6. Accessibility, privacy, signage, clearances, routes, and usable washroom access

31

Confirm the route to the washroom and accessible facilities is clear of cleaning carts, waste bags, stored supplies, deliveries, or temporary obstructions.

CRITICAL

HYGIENE

Pass

Needs service

Critical

LIVE PHOTO | Add

Execution tip: A hygienic washroom must also be usable. Keep accessible routes, doors, fixtures, transfer spaces, grab bars, and emergency controls free from obstruction and...

32

Inspect accessible cubicles, door clearances, grab bars, fixtures, transfer spaces, lavatory approaches, and other provided accessibility features for visible obstruction or damage.

CRITICAL

HYGIENE

Hygiene item	Condition / status	Owner	Evidence	Action
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Execution tip: A hygienic washroom must also be usable. Keep accessible routes, doors, fixtures, transfer spaces, grab bars, and emergency controls free from obstruction and...

33

Verify washroom identification, accessibility signs, cubicle indicators, out-of-service notices, handwashing guidance, and other user information are visible and accurate.

HYGIENE

Pass

Needs service

Critical

LIVE PHOTO | Add

Execution tip: A hygienic washroom must also be usable. Keep accessible routes, doors, fixtures, transfer spaces, grab bars, and emergency controls free from obstruction and...

34

Check privacy partitions, doors, locks, gaps, screens, and changing or shower areas where applicable for suitable condition and privacy.

CRITICAL

HYGIENE

Hygiene item	Condition / status	Owner	Evidence	Action
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Execution tip: A hygienic washroom must also be usable. Keep accessible routes, doors, fixtures, transfer spaces, grab bars, and emergency controls free from obstruction and...

35

Confirm cleaning or maintenance activity does not leave an accessible washroom unavailable longer than necessary without an appropriate alternative process.

CRITICAL

HYGIENE

Hygiene item	Condition / status	Owner	Evidence	Action
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Execution tip: A hygienic washroom must also be usable. Keep accessible routes, doors, fixtures, transfer spaces, grab bars, and emergency controls free from obstruction and...

36

Escalate blocked accessible routes, unusable accessible fixtures, failed emergency controls, or privacy defects affecting safe and dignified use.

CRITICAL

HYGIENE

Hygiene item	Condition / status	Owner	Evidence	Action
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Execution tip: A hygienic washroom must also be usable. Keep accessible routes, doors, fixtures, transfer spaces, grab bars, and emergency controls free from obstruction and...

7. Ventilation, odors, moisture, mold-like growth, plumbing condition, and environmental hygiene

37

Assess the washroom for persistent sewage, damp, chemical, waste, or other abnormal odors that remain after routine cleaning.

CRITICAL

HYGIENE

Hygiene item	Condition / status	Owner	Evidence	Action
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Execution tip: Persistent odor and moisture are often building-service issues. Cleaning alone will not fix failed ventilation, leaking pipework, blocked drains, or recurring...

38

Inspect exhaust grilles, vents, fans, louvers, and visible ventilation components for dust buildup, blockage, damage, or evidence of poor airflow.

HYGIENE

Pass

Needs service

Critical

LIVE PHOTO | Add

Execution tip: Persistent odor and moisture are often building-service issues. Cleaning alone will not fix failed ventilation, leaking pipework, blocked drains, or recurring...

39

Check for condensation, dampness, water staining, peeling coatings, mold-like growth, softened materials, or recurring moisture on walls, ceilings, fixtures, and concealed edges.

CRITICAL

HYGIENE

Pass

Needs service

Critical

LIVE PHOTO | Add

Execution tip: Persistent odor and moisture are often building-service issues. Cleaning alone will not fix failed ventilation, leaking pipework, blocked drains, or recurring...

40

Inspect visible plumbing, pipework, traps, valves, joints, supply hoses, water heaters where applicable, and drainage connections for leakage, corrosion, or damage.

CRITICAL

HYGIENE

Pass

Needs service

Critical

LIVE PHOTO | Add

Execution tip: Persistent odor and moisture are often building-service issues. Cleaning alone will not fix failed ventilation, leaking pipework, blocked drains, or recurring...

41

Confirm recurring odor, moisture, or drainage complaints are linked to facilities investigation rather than repeatedly closed as cleaning issues.

CRITICAL

HYGIENE

Hygiene item	Condition / status	Owner	Evidence	Action
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Execution tip: Persistent odor and moisture are often building-service issues. Cleaning alone will not fix failed ventilation, leaking pipework, blocked drains, or recurring...

42

Escalate sewage odor, active leakage, widespread dampness, mold-like growth, ventilation failure, or drainage conditions requiring urgent maintenance or specialist review.

CRITICAL

HYGIENE

Hygiene item	Condition / status	Owner	Evidence	Action
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Execution tip: Persistent odor and moisture are often building-service issues. Cleaning alone will not fix failed ventilation, leaking pipework, blocked drains, or recurring...

8. Waste, sanitary bins, consumables, storage, pest indicators, and hygiene-support areas

43

Inspect general waste bins, sanitary bins, diaper or hygiene-waste containers where provided, and other disposal points for cleanliness, secure condition, correct placement, and overflow.

CRITICAL

HYGIENE

Pass

Needs service

Critical

LIVE PHOTO | Add

Execution tip: Waste handling can quickly undermine washroom hygiene. Inspect sanitary bins, general waste, supply storage, collection frequency, spills, odors, and pest...

44

Confirm waste containers are serviced at the required frequency and leaking bags, exposed waste, offensive odor, or excessive accumulation is not present.

CRITICAL

HYGIENE

Pass

Needs service

Critical

LIVE PHOTO | Add

Execution tip: Waste handling can quickly undermine washroom hygiene. Inspect sanitary bins, general waste, supply storage, collection frequency, spills, odors, and pest...

45

Check spare tissue, soap, towels, sanitary supplies, cleaning consumables, and other washroom stock for clean, dry, organized storage away from contamination.

HYGIENE

Hygiene item	Condition / status	Owner	Evidence	Action
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Execution tip: Waste handling can quickly undermine washroom hygiene. Inspect sanitary bins, general waste, supply storage, collection frequency, spills, odors, and pest...

46

Inspect janitorial storage associated with the washroom for chemical leaks, open containers, dirty tools, uncontrolled waste, clutter, or blocked access.

CRITICAL

HYGIENE

Pass

Needs service

Critical

LIVE PHOTO | Add

Execution tip: Waste handling can quickly undermine washroom hygiene. Inspect sanitary bins, general waste, supply storage, collection frequency, spills, odors, and pest...

47

Check for pest evidence including insects, droppings, nesting, standing water, entry gaps, waste residue, or other conditions that may support infestation.

CRITICAL

HYGIENE

Pass

Needs service

Critical

LIVE PHOTO | Add

Execution tip: Waste handling can quickly undermine washroom hygiene. Inspect sanitary bins, general waste, supply storage, collection frequency, spills, odors, and pest...

48

Record recurring waste, supply, storage, odor, or pest problems requiring housekeeping, facilities, waste-contractor, or pest-control action.

CRITICAL

HYGIENE

Hygiene item	Condition / status	Owner	Evidence	Action
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Execution tip: Waste handling can quickly undermine washroom hygiene. Inspect sanitary bins, general waste, supply storage, collection frequency, spills, odors, and pest...

9. Cleaning process, chemicals, tools, PPE, inspection records, frequency, and contractor delivery

49

Confirm the washroom is included in the approved routine-cleaning and periodic deep-clean schedule with frequency appropriate to usage and property standards.

CRITICAL

HYGIENE

Hygiene item	Condition / status	Owner	Evidence	Action
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Execution tip: A completed cleaning record should match the actual washroom condition. Verify safe chemical use, clean tools, required protective measures, service frequency,...

50

Verify cleaning records identify the date, time or shift, washroom or zone, responsible cleaner or contractor, and any exception or defect requiring follow-up.

HYGIENE

Hygiene item	Condition / status	Owner	Evidence	Action
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Execution tip: A completed cleaning record should match the actual washroom condition. Verify safe chemical use, clean tools, required protective measures, service frequency,...

51

Compare completed cleaning records with the actual washroom condition to identify missed, late, incomplete, or inaccurately closed tasks.

CRITICAL

HYGIENE

Hygiene item	Condition / status	Owner	Evidence	Action
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Execution tip: A completed cleaning record should match the actual washroom condition. Verify safe chemical use, clean tools, required protective measures, service frequency,...

52

Confirm cleaning chemicals are correctly labeled, used according to approved instructions, diluted correctly, and stored safely when brought into or near the washroom.

CRITICAL

HYGIENE

Hygiene item	Condition / status	Owner	Evidence	Action
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Execution tip: A completed cleaning record should match the actual washroom condition. Verify safe chemical use, clean tools, required protective measures, service frequency,...

53

Inspect mops, cloths, brushes, buckets, carts, vacuums, floor machines, and other cleaning tools for clean, serviceable condition and appropriate segregation where required.

CRITICAL

HYGIENE

Pass

Needs service

Critical

LIVE PHOTO | Add

Execution tip: A completed cleaning record should match the actual washroom condition. Verify safe chemical use, clean tools, required protective measures, service frequency,...

54

Review recurring failures linked to staffing, peak-use demand, access, equipment, consumable shortages, contractor coverage, or unclear service ownership.

HYGIENE

Hygiene item	Condition / status	Owner	Evidence	Action
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Execution tip: A completed cleaning record should match the actual washroom condition. Verify safe chemical use, clean tools, required protective measures, service frequency,...

10. Inspection result, corrective actions, plumbing repairs, reinspection, trends, and final sign-off

55

Classify each finding by cleanliness, sanitation, handwashing, supplies, plumbing, drainage, slip risk, ventilation, accessibility, waste, pest, contractor service, or other approved category.

HYGIENE

Hygiene item	Condition / status	Owner	Evidence	Action
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Execution tip: Separate immediate hygiene recovery from underlying repair. Close significant findings only after the washroom is rechecked and any plumbing, ventilation,...

56

Prioritize findings using hygiene impact, safety risk, user exposure, accessibility impact, recurrence, service disruption, and urgency.

CRITICAL

HYGIENE

Hygiene item	Condition / status	Owner	Evidence	Action
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Execution tip: Separate immediate hygiene recovery from underlying repair. Close significant findings only after the washroom is rechecked and any plumbing, ventilation,...

57

Assign cleaning recovery, replenishment, plumbing repair, drainage work, ventilation action, fixture repair, pest-control follow-up, or contractor correction to named owners with due dates.

CRITICAL

HYGIENE

Hygiene item	Condition / status	Owner	Evidence	Action
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Execution tip: Separate immediate hygiene recovery from underlying repair. Close significant findings only after the washroom is rechecked and any plumbing, ventilation,...

58

Apply immediate controls such as cleaning, drying, temporary closure, warning signs, alternative washroom direction, fixture isolation, or access restriction where required.

CRITICAL

HYGIENE

Hygiene item	Condition / status	Owner	Evidence	Action
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Execution tip: Separate immediate hygiene recovery from underlying repair. Close significant findings only after the washroom is rechecked and any plumbing, ventilation,...

59

Verify significant corrective actions through reinspection, live photos, updated cleaning records, completed work orders, contractor evidence, or functional checks before closure.

CRITICAL

HYGIENE

Hygiene item	Condition / status	Owner	Evidence	Action
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Execution tip: Separate immediate hygiene recovery from underlying repair. Close significant findings only after the washroom is rechecked and any plumbing, ventilation,...

60

Record final washroom status, critical open issues, out-of-service fixtures, overdue actions, next inspection date, inspector, housekeeping owner, facilities owner, and management approval.

CRITICAL

HYGIENE

FINAL STATUS | Enter

HYGIENE OWNER | Enter

FACILITIES APPROVAL | Enter

Execution tip: Separate immediate hygiene recovery from underlying repair. Close significant findings only after the washroom is rechecked and any plumbing, ventilation,...