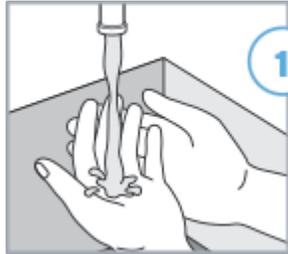


# FOOD SERVICE FRONT OF HOUSE CLEANING PROCEDURES

# CLEANING PROCEDURES

1. Hand Washing
2. Hand Sanitizing
3. Disinfecting Hard Surfaces
4. Entrance
5. Cash Register
6. Chairs/Stools
7. Coffee/Tea/ Espresso Maker
8. Counters/Tabletops
9. Display Cases
10. Drinking Fountain
11. Floors
12. Public Restroom
13. Trash Disposal
14. Breakroom Cleaning
15. Biohazard Spills

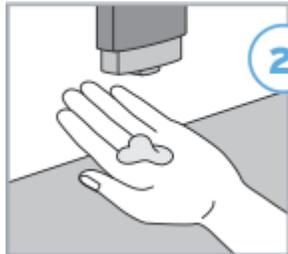
# HAND WASHING



Wet your hands with hot, running water (at least 100° F/38° C).



Rinse thoroughly under running water.



Apply **Hand Soap**.



Dry hands and arms with a single-use paper towel.



Scrub hands and arms for at least 20 seconds. Clean under fingernails and between fingers.



Turn off faucet using paper towel.

# HAND SANITIZING



Dispense adequate amount of approved **Hand Sanitizer** to fully cover your hands.

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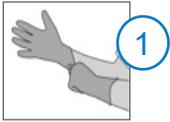
Rub hand sanitizer to cover the entire surface area of the hands, paying special attention to the area between fingers and around nails.

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Rub until dry. **DO NOT RINSE.**

# DISINFECTING HARD, NON-POROUS SURFACES



1 Wear protective gloves.

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2 Pre-clean visibly soiled areas to be disinfected.

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To disinfect, apply an **EPA-registered product** use-solution with a cloth, mop, sponge, by coarse spray or soaking on hard, non-porous surfaces making sure to wet thoroughly.

Apply product to high-touch surfaces such as doorknobs, light switches, faucets, counter tops, tables, chair armrests, etc.

*For an emerging viral pathogen, use a disinfectant with EPA-approved Emerging Viral Pathogen Claim. Contact your Ecolab representative for a complete list of products. Refer to the product label for complete directions for use including appropriate concentration, application method and contact time.*



4 Allow the surfaces to remain wet for the time indicated in the directions for use on the product label.

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5 Wipe the surfaces or allow to air dry.

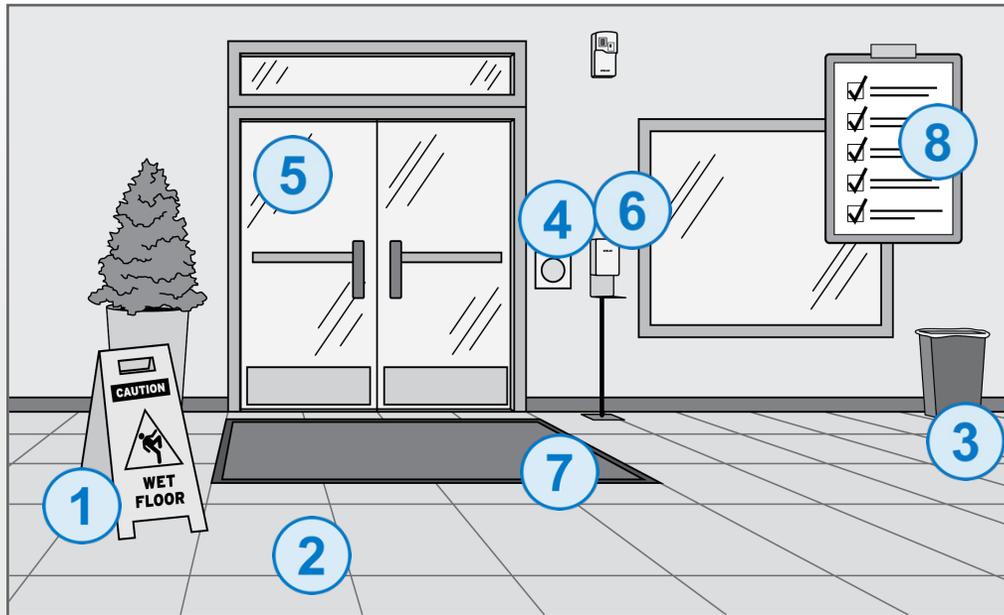
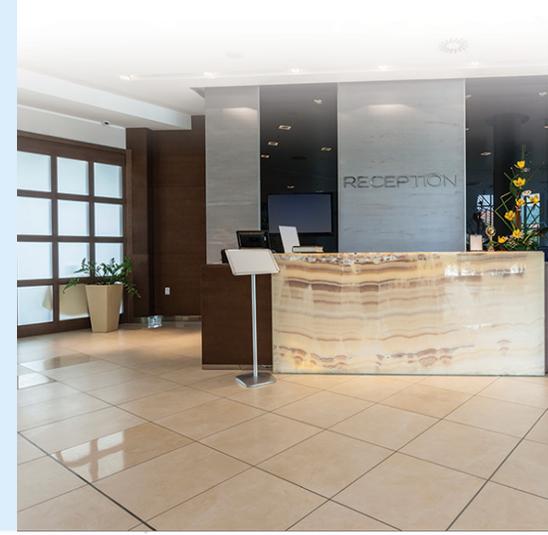
# DAY CLEANING Entrances

## WHAT TOOLS DO YOU NEED?

Dust Pan/Broom  
Gloves/Goggles  
Putty Knife  
Work Area Sign  
Microfiber Cloths



Contact your Ecolab representative for information on how to order tools.

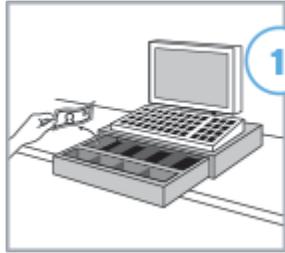


\* Detailed procedure card available.

1. Place work area sign.
2. Pick up debris from floor. Remove any gum from floor with putty knife or blunt-edged tool.
3. Empty trash cans and replace trash can liners if needed. Wipe the outside of the trash cans.\*
4. Wipe and clean high touch point surfaces and other hard surfaces as needed.\*
5. Wipe and clean glass surfaces and windows if needed\*.
6. Check and refill any hand sanitizer dispensers if needed.
7. Sweep carpets and hard floors if needed.
8. Inspect work.

[CLICK HERE TO WATCH LIVE](#)

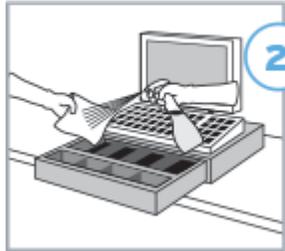
# CASH REGISTER



1

At the end of each day, remove all items from cash register drawers. Brush out interior or drawers. Brush between register keys.

.....



2

Spray **Multi-Purpose Cleaner and Disinfectant** generously on cloth and wipe, so interior and exterior surfaces remain wet.

.....



3

Allow surface to air dry before placing items back in the drawers of the cash register.

To Sanitize - Spray **Food Surface Sanitizer** generously on cloth and wipe, so interior and exterior surfaces remain wet. Allow to sit on surface for time specified by product label. Allow to air dry before placing items back in the drawers of the cash register and returning to use.

# CHAIRS/STOOLS/TRAY SLIDES



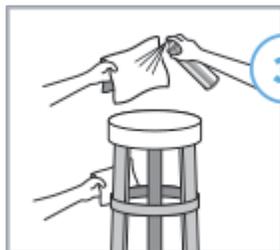
**1** Clean entire surface of chairs, stools and table legs using **Multi-Purpose Cleaner**. Use either a clean cloth and bucket application (damp wrung-out cloth), or spray bottle and clean cloth application (spray surface and wipe clean).

.....



**2** Allow additional product soak time for areas with high amount of soiling. Use a non-scratch pad to loosen any dried-on food particles. Wipe dry using a soft, clean cloth.

.....



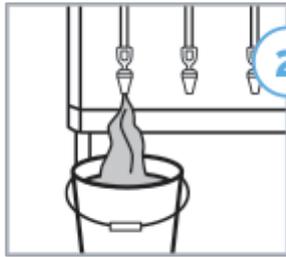
**3** If needed, use **Stainless Steel Cleaner** and a clean, soft cloth to shine stainless steel, brass or chrome exterior surfaces.

Use **Food Surface Sanitizer** to sanitize chairs and stools with either a clean cloth and pail application (damp, wrung-out cloth) or spray bottle application (spray surface, do not wipe dry). Allow to sit on surface for time specified by product label. Allow to air dry before returning to use.

# COFFEE/TEA/ESPRESSO MAKER



**1** Empty and rinse out urn/reservoir. Fill urn/reservoir with hot water between 110–120° F (43–50° C). Add **Dish Destainer** as specified by the product label to the urn/reservoir.

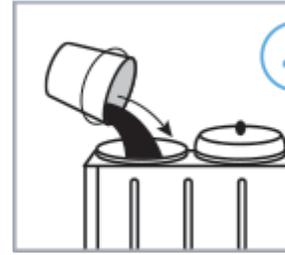


**2** Draw off 2 quarts of solution through faucet and pour back into the top of the urn/reservoir. This will fill the valve and sight gauge. Allow soaking per time specified by the product label.

CAUTION: Hang a Warning tag on the valve handle to indicate cleaning is in process and urn should not be used! Ingestion of the cleaning solution is hazardous.



**3** With a brush, scrub the urn/reservoir until all the stains are removed. While the solution is draining, brush out the sight glass. Dismantle and scrub out the valve and connecting pipes. Rinse 3 times with hot water. Assemble valve and sight glass.

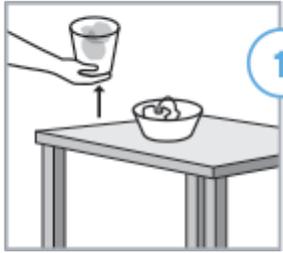


**4** Put 1 gallon of hot rinse water in the urn/reservoir and brush all interior surfaces. Drain. Rinse 2 additional times with fresh, potable water. To sanitize, fill urn/reservoir with **Food Surface Sanitizer** solution as specified by the product label. Drain. Allow to air dry.



**5** Clean exterior surface and panel bottom (splash area) with **Multi-Purpose Cleaner** solution and wipe with clean cloth. Use **Stainless Steel Cleaner** and a clean, soft cloth to shine stainless steel exterior surfaces, if needed.

# COUNTERS/TABLETOPS



After customers leave, clear tabletops and counters of all dishware, food debris and other items.



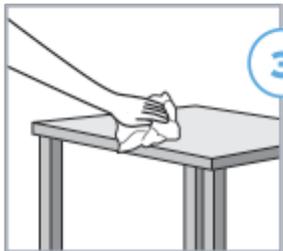
If needed, use **Stainless Steel Cleaner** and a clean, soft cloth to shine stainless steel, brass or chrome non-food-contact surfaces.



Clean entire surface of tabletop/counter using **Multi-Purpose Cleaner**. Use with a clean cloth and bucket application (damp, wrung-out cloth), or spray bottle and clean cloth application (spray surface and wipe clean).

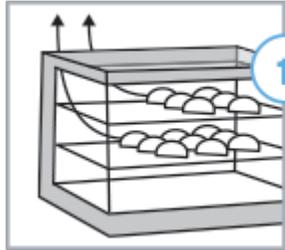


Use **Food Surface Sanitizer** to sanitize entire counter or tabletop surface with either a clean cloth and pail application (damp, wrung-out cloth) or spray bottle application (spray surface, do not wipe dry). Allow to sit on surface for time specified by product label. Allow to air dry before placing items on the tabletop/counter or before returning to use.



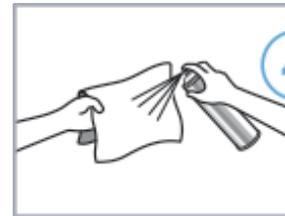
Allow additional product soak time for areas with a high amount of soiling. Rinse with clear water using a clean cloth and allow to air dry. Repeat Steps 2 and 3 for all surfaces in the dining area where food and drinks are served. Be certain to clean all edges of tabletops and counters.

# GLASS DISPLAY CASES

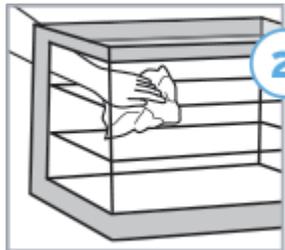


## DAILY

Remove all food from display case and store in dry area, away from chemicals. If paper lining is used, remove from shelves and discard. Sweep away any crumbs.



If needed, use **Stainless Steel Cleaner** and a clean, soft cloth to shine stainless steel, brass or chrome exterior surfaces.



Use **Food Surface Sanitizer** to sanitize shelves with either a clean cloth and pail application (damp, wrung-out cloth) or spray bottle application (spray surface, do not wipe dry). Allow to sit on surface for time specified by product label. Allow to air dry. Insert fresh paper lining, if needed.



## TWICE WEEKLY

Thoroughly clean and sanitize shelves using Pot & Pan Machine or Manual cleaning procedures. While shelving is removed, wipe interior glass surface of display case, following the procedure in Step 3. Replace shelves and paper lining.



Spray **Glass Cleaner** onto a clean cloth or paper towel until damp. Wipe exterior glass surface of display case with the cleaning cloth, flipping as necessary until the surface is dry and streak-free.

NOTE: To minimize streaking, DO NOT use fabric softener when washing the cloths used for cleaning glass.

# DRINKING FOUNTAIN



Spray **Multi-Purpose Cleaner** generously on cloth or surface so that surface remains wet. Allow cleaning solution to penetrate soils. Use a nylon brush or non-scratch pad to loosen dirt and grime.

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Apply **Food Surface Sanitizer** with either clean cloth and bucket or spray bottle application so surface remains wet. Allow to air dry. Do not wipe or rinse.

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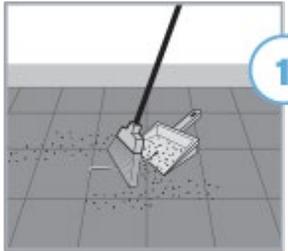
Rinse with clean water and wipe with clean cloth.

.....



Use Stainless Steel Cleaner and a clean, soft cloth to shine stainless steel exterior surfaces if needed.

# FLOORS Vinyl/Waxed



1 Clear floor of all movable equipment including rugs and floor mats. Wipe up spills and sweep entire floor to remove loose soil and debris.



4 Use a “Figure 8” technique to mop floor. Turn mop over after each fourth pass. Repeat Steps 3 and 4 until entire floor has been cleaned. Change solution when soiled.



2  Put out “Wet Floor” sign.

Fill mop bucket with 4–5 gallons of hot water (min. 110° F). Add **Floor Cleaner** as specified by the product label.

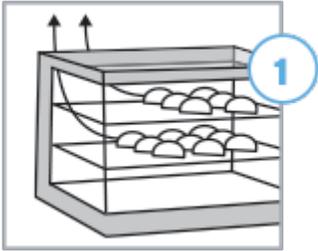


5 Mop up or squeegee solution toward the drain. Refer to product label if rinsing is required. Allow floor to air dry. Thoroughly clean and store all equipment properly after use (mop should be hung up for storage).



3 To prevent streaking from dirty kitchen mops, use a dedicated cotton or synthetic mop for guest area floors. Insert the mop into the cleaning solution in the mop bucket and wring out mop well before applying to floor. Do not over-wet floor. Use damp mop only.

# GLASS DISPLAY CASES

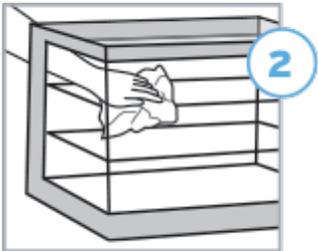


## DAILY

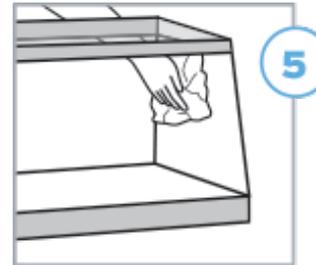
Remove all food from display case and store in dry area, away from chemicals. If paper lining is used, remove from shelves and discard. Sweep away any crumbs.



If needed, use **Stainless Steel Cleaner** and a clean, soft cloth to shine stainless steel, brass or chrome exterior surfaces.

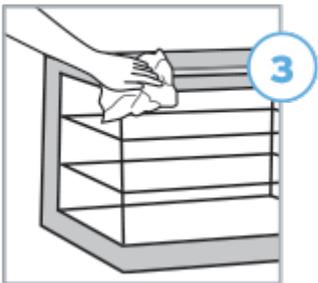


Use **Food Surface Sanitizer** to sanitize shelves with either a clean cloth and pail application (damp, wrung-out cloth) or spray bottle application (spray surface, do not wipe dry). Allow to sit on surface for time specified by product label. Allow to air dry. Insert fresh paper lining, if needed.



## TWICE WEEKLY

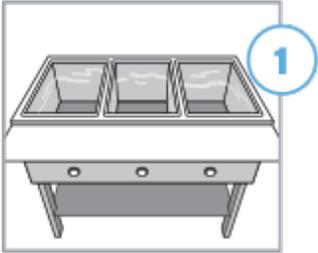
Thoroughly clean and sanitize shelves using Pot & Pan Machine or Manual cleaning procedures. While shelving is removed, wipe interior glass surface of display case, following the procedure in Step 3. Replace shelves and paper lining.



Spray **Glass Cleaner** onto a clean cloth or paper towel until damp. Wipe exterior glass surface of display case with the cleaning cloth, flipping as necessary until the surface is dry and streak-free.

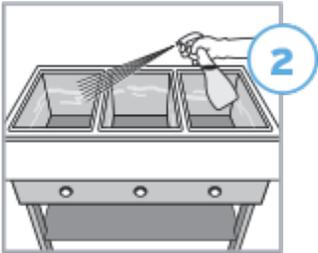
NOTE: To minimize streaking, DO NOT use fabric softener when washing the cloths used for cleaning glass.

# STEAM TABLE



If steam table has lime scale buildup, first delime the surfaces before cleaning and sanitizing.

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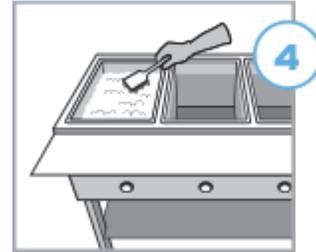
Brush or spray full-strength **Delimer** on interior surfaces of the steam wells. Let stand for 10 minutes.

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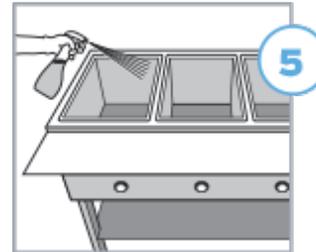
Fill steam well with water. Turn on steam and heat to operating temperature (between 140° F and 160° F). Let stand for 10 minutes with **Delimer** in the well. Turn off steam. Scrub all surfaces with nylon scrub brush. Drain and rinse.

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To clean, add water and enough **Manual Detergent** to water wells to make suds when agitated with a nylon scrub brush. Scrub surfaces both inside and out. Drain and rinse out soil and detergent solution.

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To sanitize, apply **Food Surface Sanitizer** as specified by the product label using a spray bottle. Do not rinse. Allow to air dry.

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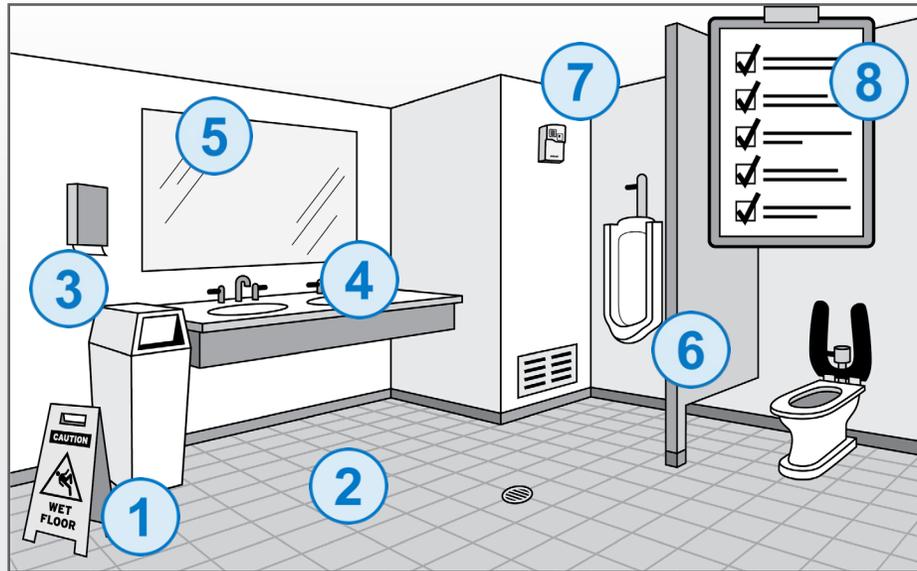
# DAY CLEANING Restrooms

## WHAT TOOLS DO YOU NEED?

Dust Pan/Broom  
Gloves/Goggles  
Putty Knife  
Work Area Sign  
Microfiber Cloths



Contact your Ecolab representative for information on how to order tools.



\*Detailed procedure card available

1. Place work area sign at entrance.
2. Evaluate restroom and remove debris from counters and floors. Do not mop floors.
3. Restock supplies\* and empty trash. Replace trash liners if needed.\*
4. Wipe down counters, sinks, fixtures and high touch point surfaces\*. Do not pre-treat.
5. Spot clean mirrors if needed\*.
6. Spot clean and disinfect toilets and urinals only if needed. Do not pre-treat.
7. Restock odor control product, as needed.
8. Inspect work.

[CLICK HERE TO WATCH LIVE](#)

# RESTROOM

## Full Cleaning Procedure

### WHAT TOOLS DO YOU NEED?



Microfiber Cloths



Toilet Brush

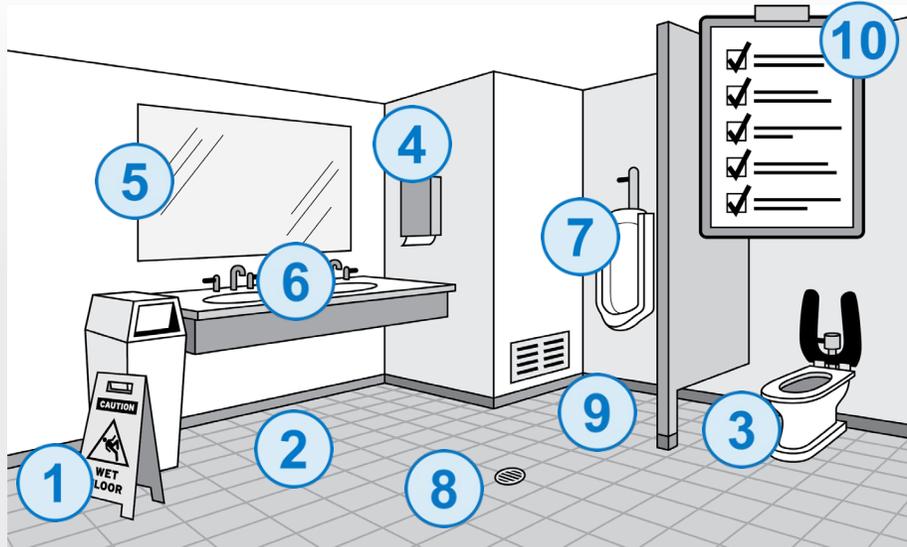


Mop



Mop Bucket

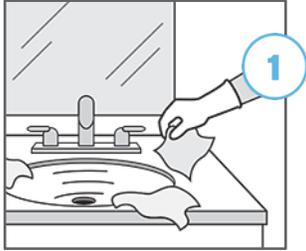
Contact your Ecolab representative for information on how to order tools.



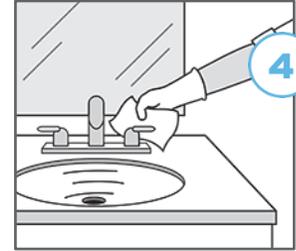
\*Detailed procedure card available

1. Place wet floor sign at entrance.
2. Evaluate restroom and remove debris from floors and counters.
3. Pre-treat toilets/urinals (inside and out), sinks, countertops and fixtures.\*
4. Restock supplies\* and empty trash.
5. Clean mirrors, glass and windows.\*
6. Clean and disinfect sinks, countertops, fixtures and high touch points.\*
7. Clean and disinfect toilets/urinals.\*
8. Clean floors.\*
9. Apply odor control product, as needed.
10. Inspect for quality and remove floor sign if floor is dry.

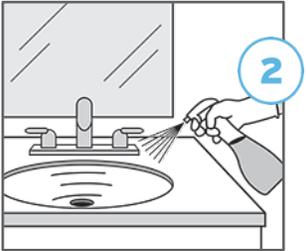
# RESTROOM – Hard Surfaces (Counter & Sink)



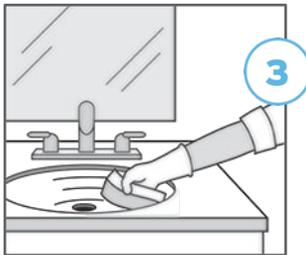
Wear protective gloves. Pick up debris around sink



Wipe surfaces dry with a clean cloth.

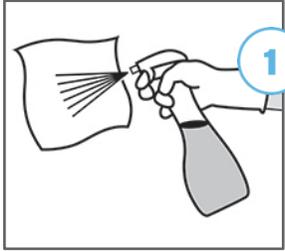


Spray sinks, counters and baby changing station with **Disinfectant Cleaner**. Make certain to include all high-touch surfaces, such as faucet handles.



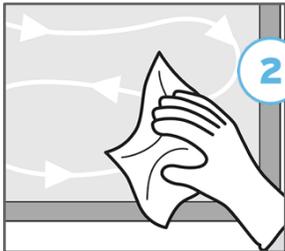
Allow disinfectant solution to sit on surface for amount of time specified on product label. Scrub surfaces with a scrub pad or cloth.

# MIRRORS & GLASS SURFACES

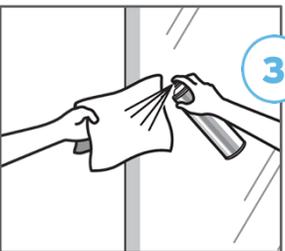


Spray **Glass Cleaner** onto a clean cloth. DO NOT spray cleaning solution directly onto mirror.

NOTE: To minimize streaking, do not use cloths treated with fabric softener.

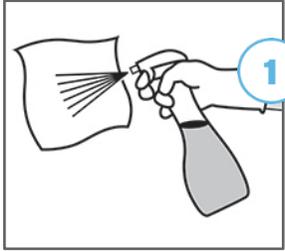


Beginning at top, wipe surface by moving cloth from left to right and flipping as necessary until surface is dry and streak-free.

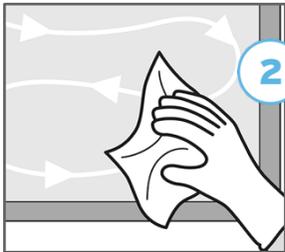


If needed, apply **Stainless Steel Cleaner** to clean, soft cloth and wipe stainless steel, brass or chrome exterior surfaces.

# RESTROOM – Partitions & Walls



Spray **Multi-Purpose Cleaner** on cleaning cloth and wipe stall partitions, doors and bathroom walls. Allow proper dwell time per product label.



Spot clean high-tough surfaces. Respray disinfectant solution onto cloth and turn as needed.



Check for and remove graffiti with cloth and disinfectant solution. Report areas that need paint or repair to your supervisor.

# RESTROOM – Toilets



Wear protective gloves. Remove water from bowl by forcing water over trap with swab mop applicator. Press swab mop against side of bowl to remove excess water from applicator. Apply **Bowl Cleaner** evenly, allowing sufficient time for product to cover entire surface of bowl for maximum cleaning.



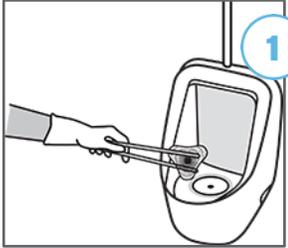
Swab bowl completely using toilet brush, making sure to get under rim. Let stand for time specified by product label to allow for disinfection, and flush.



Spray exterior surface of toilet with **Bathroom Disinfectant Cleaner**. Wipe surfaces with microfiber cloth or non-scratch pad. Let stand for time specified by product label to allow for disinfection. Wipe all surfaces dry with microfiber cloth.

NOTE: Cloths used to clean toilets and urinals should NOT be used on any other surfaces.

# RESTROOM – Urinals



1

Using tongs, remove Urinal Screen Block. Flush urinal. Apply **Bowl Cleaner** evenly, allowing sufficient time for product to cover the entire surface for maximum cleaning.



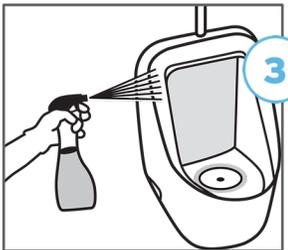
4

Replace Urinal Screen Block.



2

Swab bowl completely using toilet brush, paying particular attention to under-lip and trap area. Allow product time for disinfection, and flush.



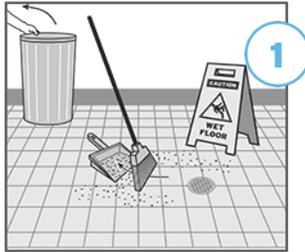
3

Spray exterior surface of urinal with **Bathroom Disinfectant Cleaner**. Scrub surfaces with microfiber cloth or non-scratch pad. Let stand for time specified on product label to allow for disinfection.

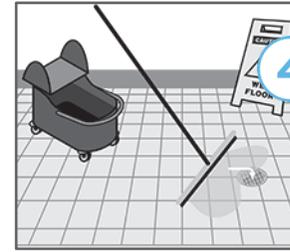
NOTE: Cloths used to clean toilets and urinals should NOT be used on any other surfaces.

# RESTROOM – Floors (Quarry/Terrazzo/Vinyl)

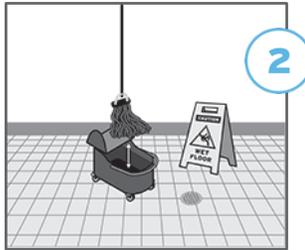
**PREPARATION:** Add proper dilution of **Floor Cleaner** to mop bucket as specified by the product label.



Clear floor of all movable equipment including garbage bins and floor mats. Wipe up spills and sweep to remove loose soil and debris. Place floor sign.



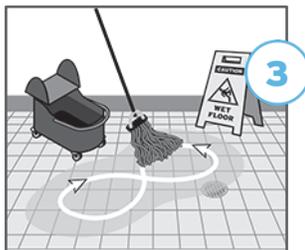
Remove excess water. Empty dirty cleaning solution into mop sink.



Dip mop into cleaning solution and wring out well so mop does not drip.



Apply **Air Freshener** solution as needed.

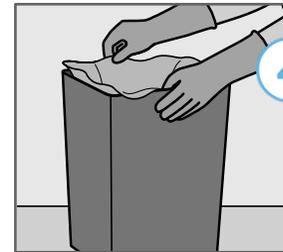


Mop in "figure 8" pattern with overlaps. Flip mop when first side is soiled. Rinse when both sides are soiled. Continue mopping until entire floor is clean.

# Trashing



1 Wear protective gloves. Line trash cart with the appropriate size trash bag.



4 Replace liner if there is food or liquid.



2 Pick up debris. Keep trash cart near, making sure not to block aisles or hallways.



5 Empty trash cart in main dumpster area.



3 Empty trash can and wipe outside with **Multi purpose cleaner and disinfectant**

# DAY CLEANING Breakrooms

## WHAT TOOLS DO YOU NEED?

Dust Pan/Broom  
Gloves/Goggles  
Putty Knife  
Work Area Sign  
Microfiber Cloths



Contact your Ecolab representative for information on how to order tools.



\* Detailed procedure card available.

1. Wipe / disinfect all hard surfaces including tables, countertops, refrigerators and cabinets if needed.\*
2. Straighten items on countertop and wipe coffee machine and drip tray if needed.
3. Wipe / disinfect high touch point surfaces including door handles, light switches, faucets, cupboards and drawer handles if needed.\*
4. Wipe outside and inside of microwave.
5. Restock paper products and soap dispensers as needed\*. Wipe / disinfect exterior of dispensers.
6. Empty trash cans and replace liners. Clean the outside of trash cans.\*
7. Place a work area sign before sweeping the floor. Sweep hard surface flooring. Do not wet mop.
8. Inspect work.

# BIOHAZARD SPILLS



1

Close or block off the affected area using “Caution – Wet Floor” sign or safety cone. Put on disposable plastic apron, face mask and shoe covers, then put on the disposable gloves.



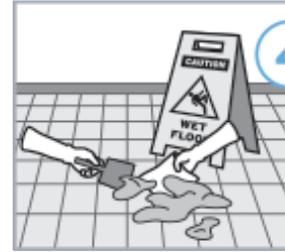
2

Sprinkle the absorbent material onto the spill and allow it to stand for time specified by the product label or until the fluid is fully absorbed and jelled.



3

Apply **EPA-registered product** to the spill. Hold bottle 6"–8" from the surface. Spray area until it's covered with the solution. Allow product to penetrate and remain wet for time specified by the product label.



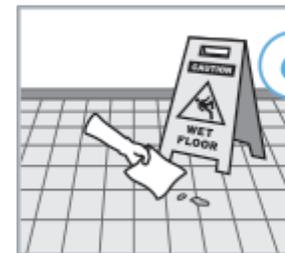
4

Using disposable shovel and paper towels, completely pick up all of the jelled substance. Place it in a black trash bag. (For blood spills, use red bags instead of black.) Seal the black or red bag tightly with twist tie.



5

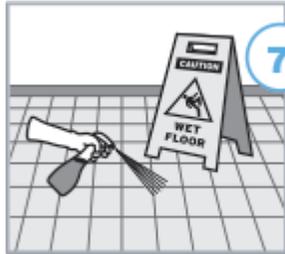
Put sealed black or red bag into second black bag (or red bag for blood spills). Do not seal outer black trash bag. Once spill is completely cleaned up, place disposable shovel into outer black/red trash bag.



6

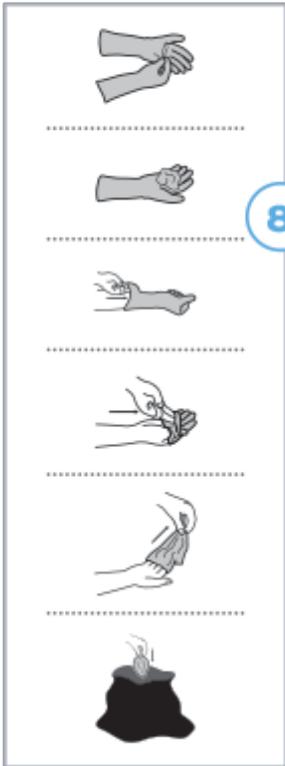
Use paper towels and additional **EPA-registered product** to clean up surrounding areas that may have been affected by spill. Place all soiled paper towels into outer black/red trash bag.

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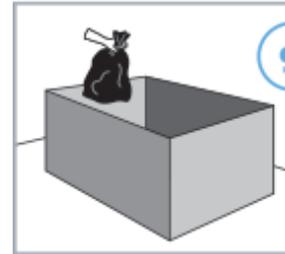
7

Once more, apply the **EPA-registered product** to the area following directions for use on product label. Allow product to penetrate and remain wet for time specified by the product label. If the spill is on a food contact surface, after disinfection you must rinse surface with potable water. (Sanitation may also be necessary in accordance with your local health codes.)



8

Pull up on apron sleeves to rip thumb loops. Remove the apron, face mask and shoe covers and place into outer black/red trash bag. Remove gloves as follows (reference step-by-step illustrations for glove removal).



9

Seal outer black or red trash bag tightly with twist tie. Place sealed black trash bag into a dumpster outside of restaurant. Do not discard in indoor trash receptacle. (Red bags must be disposed according to local guidelines.)



10

Thoroughly wash and sanitize hands. Remove wet floor sign and reopen the affected area.