# Food plant cleaning: what we clean

Walk the plant with your lead and mark the rooms, lines and doors on the route.

**Plant** _____ **Address** _____

**Walked by** _____ **Date** _____

## Front office and visitor areas

- ☐ Reception counter and lobby seating
- ☐ Visitor restrooms
- ☐ Conference rooms
- ☐ Desks, counters and door handles wiped
- ☐ Trash and recycling emptied in every office
- ☐ Lobby and corridor hard floors on periodic floor care
- ☐ Carpeted offices extracted on a quiet day

## Locker rooms and break rooms

- ☐ Locker rooms cleaned with extra care
- ☐ Break room tables and counters wiped
- ☐ Trash and recycling after each chosen shift change
- ☐ Break room supplies refilled

## Restrooms

- ☐ Staff and visitor restrooms cleaned every visit
- ☐ Paper, soap and liners refilled
- ☐ Dock-side and floor-side restrooms checked by a porter

## Production

- ☐ Production lines cleaned between runs to plant procedures
- ☐ Food-contact surfaces to plant procedures
- ☐ Doors that lead into production marked
- ☐ Where attire rules begin

## Porter and outside

- ☐ Break area supplies kept topped up during shifts
- ☐ Litter picked up at entrances
- ☐ Parking area litter cleared

## Timing

- [ ] Visits outside production hours
- [ ] Shift gaps and down days noted
- [ ] Peak months for added visits
- [ ] Extra evening visit before an audit or customer tour

## Notes