



OFFICE ROUTINE MAINTENANCE CHECKLISTS

EMPLOYEE: _____ DATE: _____

PPE Gloves Facemask Eye Protection

CHEMICALS

OFFICES / HALLWAYS / LOBBIES / CONFERENCE ROOMS

- DUAL BLEND® #4 EARTH SENSE® pH Neutral AP Cleaner
- DUAL BLEND® #8 HD Detergent Disinfectant
- DUAL BLEND® #1 EARTH SENSE® Glass & Window Cleaner
- DUAL BLEND® #2 EARTH SENSE® MS Cleaner w/ H₂O₂ SC
- CREAM COAT™ Premium Furniture Polish

RESTROOMS

- DUAL BLEND® #11 Sha-Zyme™
- DUAL BLEND® #8 HD Detergent Disinfectant
- DUAL BLEND® #19 Lavender Disinfectant 256
- DUAL BLEND® #20 Bathroom Plus
- DUAL BLEND® #10 Malodor Counteractant
- DUAL BLEND® #1 EARTH SENSE® Glass & Window Cleaner
- EASY DAB® Creme Cleanser

BREAK ROOMS

- DUAL BLEND® #4 EARTH SENSE® pH Neutral AP Cleaner
- DUAL BLEND® #8 HD Detergent Disinfectant
- DUAL BLEND® #1 EARTH SENSE® Glass & Window Cleaner
- DUAL BLEND® #2 EARTH SENSE® MS Cleaner w/ H₂O₂ SC
- DUAL BLEND® #23 SANIQUAT™ Sanitizer
- DUAL BLEND® #7 HD Spray Cleaner / Degreaser

EQUIPMENT / SUPPLIES

OFFICES / HALLWAYS / LOBBIES / CONFERENCE ROOMS

- Dust Mop, Broom & Dust Pan
- CAUTION Wet Floor Signs
- Mop & Bucket with Wringer
- Microfiber Cleaning Cloths
- Putty Knife
- Vacuum Cleaner & Extra Vacuum Bags
- Trash Receptacle Liners
- AFIA™ Alcohol-Based Foaming Hand Sanitizer

BREAK ROOMS

- Dust Mop, Broom & Dust Pan
- CAUTION Wet Floor Signs
- Mop & Bucket with Wringer
- Microfiber Cleaning Cloths
- Putty Knife
- Trash Receptacle Liners
- AFIA™ Ocean Mist Foaming Hand Cleaner
- AFIA™ Alcohol-Based Foaming Hand Sanitizer
- Paper Towels
- Napkins
- Coffee & Coffee Filters or K-Cup® Pods
- GREEN EMERALD™ Premium Dishwash Detergent

RESTROOMS

- Broom & Dust Pan
- CAUTION Wet Floor Signs
- Mop & Bucket with Wringer
- Microfiber Cleaning Cloths
- Toilet Brush or Swab
- Trash Receptacle Liners
- Toilet Paper
- Paper Towels
- AFIA™ Ocean Mist Foaming Hand Cleaner



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