

Routine Cleaning

Enhanced Procedures

6-Step Standardized Cleaning Process



1. Disinfect



Spray all the high-touch areas with a Buckeye Disinfectant. Do not wipe down.

2. High Dust



Clean in a clockwise pattern around the room everything above the shoulders.

3. Spot Clean



Clean glass, acrylic glass and white dry-erase boards with a Buckeye Glass Cleaner. Spray tough soils with a Buckeye Muscle Cleaner. Let it dwell 2-3 minutes. For stubborn stains, agitate the area and then wipe it clean with a paper towel. Go back to the high-touch areas that were initially sprayed with the disinfectant (time should have been between 6-7 minutes) and spray again and wipe down this time (the last 2-3 minutes of dwell time will be achieved for complete disinfection).

4. Dust Mop or Sweep



Scrape up items stuck to the floor with a putty knife, being careful not to gouge the floor.

5. Empty Trash



Do not push down on trash as there may be sharp objects in the trash bag.

6. Damp Mop



Post "Wet Floor" signs at the area entrance. Outline the area with a damp mop and fill in using a figure-8 technique.

Equipment Care

Clean and store equipment after completing Routine Cleaning procedures.

- Rinse mop heads and hang them to dry.
- Rinse buckets and wringers.
- Place dirty dust mop heads in a laundry bag.
- Treat new mop heads with a Buckeye Dust Mop Treatment.
- Wipe down all equipment including electrical cords.
- Check electrical cords for frayed or cracked wires or missing ground pins. Report any problems to your supervisor and do not use the equipment.
- If using an autoscrubber, empty the recovery tank, clean the squeegee blade, and inspect it for damage. Report any damaged or worn equipment to your supervisor.
- Refill or change out products when necessary, or inform your supervisor.