

Checklist for Public Restrooms and Hygiene Stations Project

Creating a checklist for a public restrooms and hygiene stations project involves ensuring that all necessary tasks are completed to meet hygiene standards and provide a clean and safe environment for users. Here's a comprehensive checklist you can use:

1. **Location Assessment:**

- Determine the location for the restrooms and hygiene stations.
- Ensure accessibility and proximity to high-traffic areas.

2. **Regulatory Compliance:**

- Check local regulations and building codes for restroom construction and hygiene standards.
- Obtain necessary permits and approvals.

3. **Design and Layout:**

- Plan the layout of restrooms and hygiene stations for optimal traffic flow.
- Allocate space for fixtures, sinks, hand dryers, waste receptacles, and hygiene products.
- Ensure adequate ventilation and lighting.

4. **Fixture Selection:**

- Choose durable, easy-to-clean fixtures such as toilets, urinals, sinks, and faucets.
- Install low-flow or touchless fixtures to conserve water and minimize contact.

5. **Hygiene Products:**

- Stock hygiene stations with essentials like soap dispensers, hand sanitizer, paper towels, and toilet paper.
- Ensure a regular supply chain for replenishing supplies.

6. **Cleaning Supplies:**

- Equip janitorial staff with appropriate cleaning supplies such as disinfectants, gloves, and cleaning tools.
- Establish a cleaning schedule to maintain cleanliness throughout the day.

7. **Safety Measures:**

- Install safety features such as grab bars, non-slip flooring, and emergency call buttons if required.
- Implement security measures to prevent vandalism and ensure user safety.

8. **Accessibility:**

- Ensure ADA compliance with accessible stalls, sinks, and amenities for individuals with disabilities.
- Install signage with Braille and raised lettering for the visually impaired.

9. **Maintenance Plan:**

- Develop a maintenance plan for regular inspections, repairs, and replacements of fixtures and equipment.
- Train staff on proper maintenance procedures.

10. **User Experience:**

- Provide amenities such as baby changing stations, feminine hygiene products, and disposal bins.
- Monitor user feedback and make adjustments to improve the overall experience.

11. **Cleaning Protocols:**

- Establish cleaning protocols for high-touch surfaces, including door handles, faucets, and toilet flush handles.
- Ensure thorough cleaning and disinfection of restrooms and hygiene stations at regular intervals.

12. **Waste Management:**

- Provide designated bins for sanitary waste disposal and ensure proper disposal procedures are followed.
- Implement recycling programs for paper towels and other recyclable materials.

13. **Monitoring and Evaluation:**

- Implement a system for monitoring cleanliness, hygiene product usage, and user satisfaction.
- Conduct periodic evaluations to identify areas for improvement.

14. **Emergency Preparedness:**

- Develop protocols for handling emergencies such as spills, plumbing issues, or medical incidents.
- Ensure staff are trained in emergency procedures and first aid.

15. **Documentation and Reporting:**

- Maintain records of inspections, maintenance activities, and incidents.
- Report any issues or concerns to management for prompt resolution.

By following this checklist, you can ensure that your public restrooms and hygiene stations project meets hygiene standards and provides a clean and safe environment for users.