

Standard Operating Procedure

Public Shower Cleaning

HAZARDS: Slip and fall, back/shoulder sprain and strain, chemical inhalation.

WARNING NOTICE: When cleaning the shower be mindful of slippery surfaces and never put your hands in areas that you cannot see.

PURPOSE:

To ensure a high standard of cleanliness and hygiene in public showers, promoting the well-being and satisfaction of users while minimizing the risk of infections and maintaining a positive public image.

RESPONSIBILITY:

Cleaning Staff: Perform regular cleaning of public showers as outlined in this SOP. Report any damage or maintenance issues to the appropriate department.

Supervisors/Managers: Ensure that cleaning staff are adequately trained in accordance with this SOP. Conduct regular inspections to verify the cleanliness and adherence to SOP standards.

EQUIPMENT / MATERIALS:

- Coarse Hard Pad
- Long handle brush
- Detergent (glass cleaning detergent if needed)
- Cleaning Cloths
- Bucket and mop (colour coded)
- Paper
- Yellow safety bags for disposal of any infectious material (if applicable)
- Sharps containers and tongs
- Safety gloves
- Safety and warning signs (if appropriate)
- Face mask

PROCEDURE:

- Before work commences ensure that you have all personal protective equipment on.
- Get a trolley and transport all equipment and materials to the area to be cleaned.
- If area to be cleaned has not enough ventilation, make sure to open the door by placing a wedge under it. This action will allow for better air movement.
- Place safety or warning signs outside the door.
- Ensure that correct posture is adopted during all Manual Handling activities. If you have any doubt about this procedure you are to talk to your Supervisor.
- If possible, use doodle bug with extension to avoid excessive bending.
- Use brush to remove all items from the surface, e.g. hair from the plughole.

- Using the detergent and brush scrub the surface then rinse and clean with water and cleaning cloth.
- For special areas such as the taps and chrome areas use detergent and either coarse hard pad or cleaning cloth to clean.
- If showers have glass door and sides use glass cleaning detergent and either coarse hard pad or cleaning cloth to clean.
- To dry surface use the paper.
- Before moving to next area to be cleaned ensure there is no water residue on the floor (that can contribute to slip and fall) by using mop.

PREPARATION:

- Ensure that all required equipment is with you before you start your task
- Make sure you know what areas are to be cleaned.
- Make sure all PPE that could be used is taken with you to the area where the task is to take place.
- If possible the supervisor should ensure that staff performing this activity have had previous experience in the task, if not staff should receive training in manual handling techniques before work commences.
- All staff performing this activity should have received chemical substance usage training and have the SDS available to them.
- Supervisor should use SDS to ensure the lowest risk chemicals are provided, while maintaining an efficient clean finish.
- All staff performing this activity should also receive training in needle stick and body fluids procedure and their control.

SAFETY:

- Always put on the appropriate PPE for the task being performed before commencing the task.
- Always adopt correct manual handling postures.
- Take extra care when working on wet slippery surfaces.
- Equipment is to be checked before and after use and any damaged equipment or unsafe condition to be reported to supervisor.
- Supervisor to make sure that the employees have been trained in chemical usage.
- Ensure “wet floor sign” is placed before start mopping.

CARE OF EQUIPMENT:

- Always make sure equipment is properly stored.
- Make sure any faults with the equipment are reported to the supervisor.
- Regularly check and maintain equipment.

NOTE: Pay attention at all times to complete tasks safely

ENVIRONMENTAL:

- Remove minor chemical spills according to site requirements.
- Dispose waste materials according to job site requirements and including recycling guidelines.
- Do not dispose waste down storm water drains.
- After use ensure you switch off equipment at power point with dry hands.
- Where applicable ensure correct bin liners and bins are used in accordance with site requirements and recycling guidelines.
- Turn off tap after use.
- Once you have carried out your cleaning duties where applicable switch off lights.

NOTE: Report any leaking taps, faulty appliances and incorrect disposal of waste materials to your site supervisor or manager.