

# Production Area Cleaning Checklist

Date:

Supervisor:

Area/Zone:

Item/Area	Cleaning Task	Completed	Comments
Floors	Sweep and mop thoroughly	<input type="checkbox"/>	
Work Surfaces	Wipe and sanitize	<input type="checkbox"/>	
Machinery	Clean and inspect for debris	<input type="checkbox"/>	
Doors & Handles	Sanitize touchpoints	<input type="checkbox"/>	
Bins & Waste	Empty and clean bins	<input type="checkbox"/>	
Sinks & Drains	Clean and unclog if necessary	<input type="checkbox"/>	
Walls	Spot clean as needed	<input type="checkbox"/>	
Other	<input type="text" value="Specify"/>	<input type="checkbox"/>	

## Additional Notes

Cleaner Name/Signature: