

Toilet and Surrounding Area Cleaning

WI.Co.W.03.02

QUALIFICATIONS	SPECIFIC TRAINING	REFERENCES
Knowledge and understanding of this work instruction. Knowledge of chemicals permitted. Knowledge of MSDS	Manual Handling Infection Control	OHS hazardous substances Regulations Manual Handling Code of Practice Infection Control Manual MSDS sheets

TASK	METHOD	HAZARD	CONTROL MEASURES
Collect Equipment	Collect PPE equipment and approved cleaning products		
Ensure adequate ventilation	Open doors or windows and turn on exhaust fan	Inhalation of chemical fumes	MSDS sheets
Apply Toilet cleaner	Use only chemicals approved by WCCS. Use as per instructions on original container. Ensure you avoid inhaling any residue or fumes.	Inhalation of chemical fumes. Irritation to eyes, throat and skin	MSDS sheets PPE including mask.
Clean	Brace body by resting hand on wall or cistern to maintain 'S' curve of your back <ul style="list-style-type: none"> If required flush toilet first Remove "over toilet" frame. Spray or squeeze appropriate cleaner into and around inside of toilet bowl. Using toilet brush, scour inside of toilet bowl Using toilet paper, disposable cloth or toilet only cleaning cloth and appropriate cleaning product, wipe over toilet cistern, wipe/ clean toilet lid outside and inside, wipe/clean toilet seat on both sides, wipe/clean all outside areas of toilet bowl down to floor level, wipe/clean toilet rim and also clean entire over toilet frame Flush toilet If necessary, wipe down the walls surrounding the toilet. Do this with PPE and appropriate cleaning products.	Reaching, bending, twisting, repetitive movement Exposure to biological hazards	Manual Handling PPE
Cloths	Dispose or clean cloths as applicable		
Wash Floor	Do not use excessive force, let the chemicals do the work. Begin inside room and wash toward the door, using a long handled mop.	Inhalation of chemical fumes. Reaching, bending, twisting, repetitive movement	MSDS sheets PPE Manual Handling
Wash Hands	Wash hands as per work instruction: Hand Washing		
NOTE	UNDER NO CIRCUMSTANCES USE ANY CHEMICAL IN AN UNLABELLED BOTTLE OR ANY WHICH HAVE BEEN DECANTED		