



Washroom Quality Audit

Soft-services quality audit for washrooms: cleanliness, consumables, fixtures, and odour control.

BUILDING / FLOOR

WASHROOM ID / LOCATION

AUDITOR

DATE / TIME

Gender / type

☐ Male

☐ Female

☐ Accessible

☐ Gender-neutral

☐ Other

1. Cleanliness & presentation

Toilets / urinals clean and odour-controlled

☐ Pass

☐ Fail

☐ N/A

Basins, taps, counters free from residue and pooling

☐ Pass

☐ Fail

☐ N/A

Floors clean and as dry as practicable

☐ Pass

☐ Fail

☐ N/A

Mirrors, doors, partitions free from marks

☐ Pass

☐ Fail

☐ N/A

Bins emptied; sanitary units serviced

☐ Pass

☐ Fail

☐ N/A

Overall presentation score

☐ A

☐ B

☐ C

☐ Fail

2. Consumables & fixtures

Soap / sanitiser stocked and dispensing

☐ Pass

☐ Fail

☐ N/A

Paper / dryer working

☐ Pass

☐ Fail

☐ N/A

No leaks; flush and taps operating

☐ Pass

☐ Fail

☐ N/A

Accessible facilities compliant and unobstructed

☐ Pass

☐ Fail

☐ N/A

DEFECTS / RESTOCK NEEDS

Corrective / follow-up actions

FINDING / ACTION REQUIRED

OWNER

PRIORITY

DUE DATE

STATUS

Sign-off

COMPLETED BY

DATE / TIME

SIGNATURE

