

Daily Cleaning

1. Equipment Wipe-down:

	Wipe down all exercise equipment with disinfectant wipes after each use.
	Pay special attention to high-touch areas like handles, seats, and control panels
	Use separate wipes for cardio machines and weight equipment to prevent cross-contamination.

2. Floor Cleaning:

	Sweep/vacuum the gym floor to remove dust, dirt, and debris.
	Mop the floor with a disinfectant cleaner to remove sweat and bacteria.
	Spot clean spills immediately to prevent slips and falls.

3. Locker Room Maintenance:

	Clean and disinfect locker room surfaces including benches, lockers, and showers.
	Refill soap dispensers, hand sanitizer stations, and toilet paper rolls.
	Empty trash bins and replace liners as needed.

4. Restroom Cleaning:

	Clean and disinfect restroom surfaces including toilets, sinks, faucets, and door handles.
	Replenish paper towels, toilet paper, and hand soap.
	Empty trash bins and replace liners.

5. Mirrors and Windows:

	Wipe down mirrors and windows with glass cleaner to remove smudges and fingerprints.
	Ensure good visibility and cleanliness throughout the gym.

Regular maintenance and cleaning of the gym ensure a safe and hygienic environment for members and staff. Adjust the frequency of tasks as needed based on gym usage and facility size.



Weekly Cleaning

1. Deep Equipment Cleaning:

	Thoroughly clean equipment using appropriate cleaning agents and equipment manufacturer guidelines.
	Lubricate moving parts as needed to ensure proper functionality.
	Inspect equipment for any damage or maintenance needs.

2. Floor Maintenance:

	Scrub and buff gym floors to maintain shine and cleanliness.
	Apply floor wax or sealant as needed to protect the surface.

3. HVAC System Maintenance:

	Clean air vents and filters to improve air quality and circulation.
	Inspect HVAC systems for any issues or malfunctions.

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Monthly Cleaning

1. Deep Locker Room and Restroom Cleaning:

	Scrub and disinfect showers, sinks, and toilet fixtures.
	Clean grout and tile surfaces to prevent mold and mildew buildup.

2. Equipment Inspection:

	Conduct a thorough inspection of all gym equipment for wear and tear.
	Repair or replace any damaged or malfunctioning equipment promptly.

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Yearly Cleaning:

1. Gym Renovation and Maintenance:

	Schedule professional deep cleaning and maintenance for gym equipment.
	Consider any renovations or upgrades to improve the overall facility.

2. Safety Inspection:

	Conduct a comprehensive safety inspection of the gym premises
	Ensure all emergency equipment (fire extinguishers, first aid kits) are up-to-date and accessible.
	Review and update safety protocols and procedures as needed.

3. Staff Training:

	Provide staff with refresher training on cleaning protocols and best practices.
	Educate staff on new cleaning products or equipment.

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