

## TOILET AREA INSPECTION CHECKLIST

**Date:**

**Inspected by:**

**Area for inspection:** Toilets

Furnishing/ fittings	Check for	Tick	Defect	Action to be taken	Action completed by
External doors	Signs clear and fixed on				
	Open & close smoothly				
	Hinges well fitted				
	No chips in paintwork				
Cubicle doors	Open & close smoothly				
	Hinges well fitted				
	No chips in paintwork				
	Locks working				
Windows	Open & close smoothly				
	Hinges well fitted				
	No chips in paintwork				
	No cracks in glass				
Mirrors	Fully secured				
	No chips or cracks				
Basins	No chips or cracks				
	Taps not dripping				
	Free from stains				
	Plug well fitting & secure				
	Water drains freely				
	No limescale build up				
	Secured to wall				
Urinals	No chips or cracks				
	Free from stains				
	Free flushing				
	Water drains freely				
Toilets	No chips or cracks				
	Free from stains				
	Free flushing				
	Handle is secured				
	No cracks in seat / lid				
	Seat / lid secure				
	Toilet roll holder secure				
Lighting	Switches safe, no cracks				
	Turn on/off easily				
Walls	No crack in lampshades				
	All bulbs working				
	No chips in paintwork				
	Tiles all present				
	No chips/cracks in tiles				
	Grouting clean/good				