

## **POUND HALL CLEANING PROCEDURES**

**Purpose:** To outline steps for cleaning at Pound Hall

**Scope:** Facility Operations Staff

### **Procedures:**

- I. POUND HALL CLEANING RESPONSIBILITIES
  - a. Treadmills
  - b. Scrub Dumbbells & Bars (use alcohol)
  - c. All selectorized equipment & benches
  - d. Dust/Disinfect Dumbbell Racks (remove weights)
  - e. Check AED Batteries (Wall Mounted & Portable in Desk Drawer)
  - f. Disinfect/organize desk
  - g. Check restrooms for trash/spilled water
  - h. Bikes & Rowers
  - i. Squat Racks, Kettlebells, Medicine Balls
  - j. Cable Machines & Attachments
  - k. Disinfect Mats, Swiss Balls, Bosu Balls, Boxes, Foam Rollers
  - l. Facility walk-through (e-mail Pro Staff with issues)
  - m. Push on all exterior doors to check locking mechanisms
  - n. Wipe down bases of all machines (Cardio/Strength)
  - o. Check Gym Wipes/Hand Sanitizer/Cleaning supplies & notify if low
  - p. Spot Clean Windows & Mirrors
  - q. Re-Rack & align equipment
  - r. Ellipticals & other cardio
  - s. Plate loaded strength equipment
  - t. Dust all machines top to bottom