Cleaners should make sure that:

- Taps and sources of clean water are functional with adequate pressure for washing. Sinks have a functioning drainage system.
- Menstrual bins are available in toilets for employees to dispose used menstrual products. Menstrual bins are covered with lids at all times.
- Menstrual waste bins are emptied routinely to avoid overflow of waste.
- All basins are equipped with functional soap dispensers or clean bar soap.
- Soap dispensers are kept adequately full and regularly resupplied with non-diluted soap.
- Toilets and floors are clean of all bodily fluids and trash.
- Toilets have a functional source of water for flushing and are not blocked by waste or other materials.
- Each toilet facility has a clean, undamaged mirror.
- Access to toilets, stalls, and bins is not obstructed or blocked.

**NOTE:** Kindly report any complaints about this toilet facility to an MHM Champion or the HR Manager.