

## Chatham County Public Health Department



### Housekeeping Cart Guide

1. Store chemicals below or separate from linen and clean guest items. If separation is used, distance or a physical barrier must be used.
2. Store personal items (drinks, phones, etc) separate from linen and clean guest items.
3. Store Linen in the center of the cart (See A in picture below)
4. Store guest items on the top of the cart (See B in picture). Examples of guest items: glassware, wrapped hand soap, bottled shampoo, etc.
5. All used guest items, trash, and “lost & found” items must be stored separate from clean linen and clean guest items.
6. Store mops, brooms, sticky rollers, and other similar equipment so that handle points toward the ceiling. (C is an example of improper storage)
7. Store all trash in a trash bag.
8. Store all soiled linen in a trash bag or separate container from clean linen and clean guest items.
9. Clean the housekeeping cart daily.
10. Store unused cleaning clothes separate from clean linen and clean guest items.

