

## Vehicle Checklist Minimum Sanitation Checklist

<b>“SANITATION” VEHICLE CLEANING CHECKLIST</b>	Cleaned
External driver side door handles	
Drivers side door internal arm rest area	
DrivesideLeft side inner door Window Controls, Internal Handle, door lock, mirror	
Drivers Seat buttons, adjustment bars	
Drivers side A pillar, driver side window	
Steering wheel, drivers side dash area	
Audio controls, navigation	
Vehicle Comm Equipment, Ipads, Telephone, Radio	
Center console	
Rear view mirror	
Passenger side dash / glove box	
A pillar, window area and left side armrest	
Passenger side door locks, door handle, window buttons	
Passenger seat adjustment controls	
External Passenger side door handle	
External hood latch	
Drivers side back seat door handle ( Inner and outer)	
Passenger side back seat door handle ( Inner and outer)	
Trunk latch handle	

<b>“SANITATION” Office CLEANING CHECKLIST</b>	Cleaned
Desk Area/Working table top area sweep	
Keyboards, Mouse,	
Radios, phones, comms equipment on desk.	
Chair Arms head read	
Over head Light Switches	
Security Safe area door handle	
All items in the safe (extra phones etc...	
Entry and exit door handle	