

# TOUCHPOINT CHECKLIST

Hightraffic touchpoints to disinfect in commercial facilities



## GENERAL (ITEMS/AREAS)

- Door frames
- Door handles
- Elevator buttons
- Elevator cars
- Filing cabinet handles **(include underside)**
- Filing cabinets
- Hole punches
- Light switches
- Phone handles
- Phone touchscreens
- Printer paper trays
- Printer touchscreens
- Scissors
- Stairway door handles
- Stairway railings
- Staplers
- Tape dispensers

## BREAKROOMS

- Chairs
- Coffee grounds holder handles **(include underside)**
- Coffee maker buttons
- Coffee pot handles **(include underside)**
- Cookie container lid
- Cookie scoop handles **(include underside)**
- Counters
- Microwave handles **(include underside)**
- Microwave touchscreens
- Refrigerator handles **(include underside)**
- Refrigerator ice scoop handles **(include underside)**
- Refrigerators
- Sink handles **(include underside)**
- Sinks
- Tables
- Water cooler handles **(include underside)**
- Water coolers

## RESTROOMS

- Counters
- Doors
- Faucets
- Sinks
- Toilets
- Paper towel dispensers
- Toilet paper dispensers
- Soap dispensers

## OFFICES

- Computer keyboards
- Computer mice
- Computer monitors
- Computer on/off switches
- Chair backs
- Chair armrests
- Desk drawers

## ENTRYWAY

- Chairs
- Doors
- Tables

## SECURITY

- Clip boards/pens
- Computer equipment
- Counters

## SHIPPING AREA

- Door(s)
- Mail bins
- Postage machine

**NEED HELP DISINFECTING YOUR FACILITY? CALL JANI-KING TODAY!**

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