

# Route Audit — One Pager

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## Audit Flow

- Open zone list for the shift and expected frequency.
- Spot check at least 3 zones per area type (restrooms, cafés, lobbies).
- Validate QR scans exist near service times.
- Verify stock-on-arrival notes for previous service.
- Capture photos for misses or repeat issues.

## Pass / Fail Criteria

- Presentation meets standard: floors safe/dry, fixtures clean, stock full.
- Frequency met or justified by notes/traffic.
- No overdue areas (> 2 hours without scan where required).

## Closeout

- Log audit notes in shift report.
- If failures, note corrective action and owner.