



Your Plan for Caring for Your Living Space

To be smart about cleaning and care for your living space, remember that some jobs need to be done more often than others. Jobs may need to be done:

- Every day or every other day
- Once a week
- Once a month

Check the jobs you will do.

Jobs to do daily:

Kitchen:

- Wash dishes.
- Wipe off table, counter tops, range, and appliances.
- Clean sink.
- Empty garbage.
- Clean stove top after use.
- Sweep floor.
- _____

Living Room:

- Tidy up—pick up dirty dishes, clothes, and other clutter.
- Put away or throw out papers.
- Empty ashtrays.
- _____

Bathroom:

- Rinse out sink and tub/shower.
- Hang up towels.
- _____

Jobs to do weekly:

Kitchen:

- Mop floor.
- Disinfect counters, cutting boards, and sink drain with one teaspoon of bleach in a quart of water.
- _____





Module D: WHO'S RESPONSIBLE FOR MAINTENANCE, REPAIRS AND CARE?

Bathroom:

- Clean sink and tub with all-purpose cleaner or baking soda.
- Clean toilet bowl.
- Wipe toilet seat and outside of toilet bowl with all-purpose cleaner.
- Wash floor with all-purpose cleaner.
- _____

Living Room:

- Clean floors—vacuum carpets, mop vinyl floors.
- Dust shelves and furniture.
- Clean spots from walls and woodwork.
- Empty waste baskets.
- _____

Jobs to do monthly:

Kitchen:

- Clean oven.
- Clean range hood.
- Clean and defrost refrigerator.
- _____

Bathroom:

- Scrub mold on grout or walls with solution of $\frac{1}{4}$ cup chlorine bleach added to 1 quart of water.
- Clean drains with baking powder and vinegar.
- _____

Keep all cleaning products away from young children!

Adapted from "Develop a Plan for Cleaning" by Nayda I. Torres, published by North Carolina Cooperative Extension Service. North Carolina State University, College of Agriculture and Life Sciences.