



## Housekeeping Tips

When a resident moves into a public housing unit, everything has been inspected, cleaned, and repaired. It is the resident's responsibility to practice good housekeeping skills to keep it that way. Good housekeeping will prevent pest infestation and ensure that all unit inspections will yield passing scores. A short list of good housekeeping practices follows below:

- Residents should not put grease down the sink.
  - Residents should clean pots, pans, the stove, and oven each time they are used.
  - Residents should clean the toilet at least twice a week, and the bathroom floor, shower, and bathtub every week. Tenants should not flush toys, grease, sanitary napkin products, paper towels, sanitary wipes, or wash cloths down the toilet. Residents will be charged drain clearance fees for these damages and they can be quite costly especially if other units are affected.
  - Residents should keep garbage cans covered. Plastic bags inside the can should be utilized to avoid bad odors. Cans should be washed and disinfected weekly.
  - Residents should thoroughly clean their stove and vent hood weekly. When cleaning stoves, a non-abrasive cleanser should be used. Stove racks, vent hood filters and ovens should be cleaned as needed. **Grease build up in the stove burner drip pans and the vent hoods should not be allowed to accumulate since this presents a fire risk.**
  - Residents should keep the kitchen sink clear and free of all dishes.
  - Residents should keep counter top appliances such as blenders, toasters, and microwave ovens should be kept clean.
  - Residents should store all cookies, crackers, cereal, etc, in covered, air tight containers.
  - Residents should sweep floors weekly and mop with appropriate floor cleaners. Paste wax should not be used.
  - Residents should wipe down any dirty walls with warm water and a cloth.
  - Residents should use the proper wall hooks for hanging decorative items or pictures. Molly bolts should not be used.
  - Exterior Areas- Residents should keep front and back areas clean at all times. Interior furniture should not be placed on exterior porch areas. Cigarette butts, or trash, scattered outside can result in clean-up damage charges being assessed to the resident. Grease should not be dumped in the grass outside the resident's unit. This also could result in damage charges being assessed to the resident.
-