



### **Organization tips :**

- ✓ A toy chest kept at the end of your childbed or underneath is perfect way to eliminate clutter.
- ✓ Make a small cleaning kit that has all essential material in a bucket, which is handy.
- ✓ Make a separate cleaning kit for bathroom to maintain hygiene.
- ✓ Always tidy first, take used dishes to kitchen, pick up lose toys. Collect papers and place in recycle.
- ✓ Recruit your children with basic house cleaning or their room cleaning routine, which develop good organizational habits in children. Try to make it a fun.

### **Dusting:**

- ✓ Dust first and then vacuum so that dirt fallen on the floor after dusting will be collected by vacuum.
- ✓ Use microfiber cloth; damp it enough to pick up the dirt without leaving moisture streaks on furniture is the best and green way of cleaning.
- ✓ While cleaning shelf lift all objects and clean behind and underneath them. Best idea is to start from top shelf.
- ✓ Use small soft paintbrush to remove dust from louvered doors, telephone, carved furniture.
- ✓ Use modicum for wood surface to avoid strips.
- ✓ Remove Pet hair.
- ✓ Damp cotton cloth will remove pet hair.

### **Floor cleaning and vacuum tips:**

- ✓ Sweep or vacuum before damp mopping.
- ✓ Before vacuuming check underneath the furniture for small items like jewelry, coins, toys so that vacuum doesn't pick them up.
- ✓ Change the vacuum bag as recommended by manufacture to maintain maximum suction.
- ✓ After vacuum use plastic hairbrush to pick the dirt from fringe of the carpet.
- ✓ Vacuum bathroom floor to collect loose hairs and dirt. Wet floor can damage vacuum, so be careful.
- ✓ Vacuum underneath mats, wastebaskets, over sofa.
- ✓ Start mopping from the corner of the rooms towards the entrance.
- ✓ To avoid fall, use anti slip bucking under rugs or mats
- ✓ To reduce dirt place mat inside and outside the entrance. Make it and habit to remove wet shoes outside door.
- ✓ Never keep wet cloth on the furniture, hardwood floors, carpet or marble.



### **Kitchen tips:**

- ✓ Clean all the utensils first and then wipe the platform.
- ✓ To clean microwave, fill cup of water with lime drops in it and microwave it on high for few minutes. Steam will loosen the food; so that you can easily clean wipe it. Lime will give nice fragrance.
- ✓ Baking soda sprinkled in the bottom of your kitchen garbage pail or plastic bag will reduce the food odours.
- ✓ White vinegar on a soft cloth is a great way to remove spots from your stainless steel cutlery. Use a dry cloth to wipe it dry.
- ✓ Use fresh cloth or launder kitchen cloth for hygiene.

### **Bathroom cleaning tips:**

- ✓ To clean soap holder, corner, taps use toothbrush.
- ✓ Add fabric softener sheet in wastebasket to remove odor.
- ✓ Squeegee shower screen once in week after a shower.
- ✓ It is much easier to clean bathroom on regular basis.

### **Cleaning Supplies:**

- ✓ Limit products to green/ eco friendly for good health of your family.