# Introduction

The following template should be tailored by the individual farm to best suit the operation’s needs. It was adapted from Kansas State University Cooperative Extension.

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# cleaning Schedule

*This suggested cleaning schedule can help farm housing occupants plan.*

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| --- | --- | --- | --- |
| DAILY TASKS | WEEKLY TASKS | OCCASIONAL CHORES | SEASONAL CHORES |
| **Kitchen** | | | |
| * Wash dishes * Wipe countertops * Wipe out sink * Empty garbage * Sweep floor | * Dispose of leftover food * Mop floor * Clean garbage pail * Wipe out microwave | * Clean drip pans on range * Clean oven * Defrost and clean refrigerator * Wash walls and woodwork | * Clean cupboards * Scrub floors |
| **Bathroom** | | | |
| * Wipe our sink and tub * Replace soiled towels * Empty waste baskets | * Wash floor * Launder towels * Clean toilet bowl * Wipe tile surfaces * Clean mirrors * Clean sink, shower and tub | * Wash bath mat * Wipe walls and woodwork | * Clean closets |
| **Living Room** | | | |
| * Clean ash trays * Dispose of papers * Straighten magazines, DVDs, CDs and throw pillows | * Vacuum rugs and furniture * Vacuum or dust floors * Dust furniture, lamps and accessories | * Shampoo rugs and furniture * Wipe lamp shades * Move and clean under furniture * Wash windows and curtains * Dust books and pictures | * Clean closets * Clean screens or storm windows * Wax floors * Wipe walls and woodwork * Scrub floors |
| **Bedrooms** | | | |
| * Put away clothes | * Launder bed linens * Vacuum and dust | * Turn mattresses * Wash mattress covers and pad * Wash pillows * Wipe walls and woodwork | * Wash or dry clean blankets and spread * Organize closets |