

House-keeping principles

-Toilet

- > Avoid SLAMMING the door/toilet cover after use
- > Use it for maximum 30 mins
- > Clean the toilet bowl THOROUGHLY after use every time
- > Take away personal items after use EVERY TIME (except towels)
- > Clean all the hairs of the tub after showering (before the end of the day/0000)

-Kitchen

- > Clean all areas (stove, sink, table) IMMEDIATELY after use except emergencies (flatmates must be alerted)
- > Never switch the stove to the maximum heat for a long time
- > Store leftover properly with a cover

-Corridor

- > Both inner and outer doors must always be closed
- > Boots must be put on the upper side of the shoe rack
- > Other shoes (e.g. slippers, sneakers etc.) must be placed on the lower side
- > Always empty the corridor

-Active hours

- > Be quiet before 7am & after 11pm
- > Family calls can be made not more than 30 mins agreed by other flatmates

-Weekly cleaning

- > Everyone takes turn per week
- > Common areas including kitchen, toilet and corridor
- > The person-in-charge has to buy all necessary detergents

Socialising

-Internal

- > Everyone takes turn to cook for the rest twice a month to ensure sufficient internal communication on a regular basis

-External

- > Individual guests must stay at the host's own room without interrupting shared areas
- > The presence of individual guests of the opposite sex (of the host) must be informed in this flat prior to his/her arrival
- > The presence of groups (>1 person) should only be accepted when there is an unanimous agreement in the flat