

IVA-Farm

Farm Rules

1. The day rhythm should be respected. Take time to clean up the working spaces and tools before the start of a break.
2. Personal belongings are kept in your room and should not lay/hang around.
3. Farm properties have a fixed place and must be returned to that exact same place.
4. Don't use everything for everything: ask what you can use for which purposes. (e.g. dish drying towels are not for lifting pans from a hot stove -> use the stove glove.)
5. Before entering the houses: clean you clothes from dust, hay and straw and leave dirty shoes outside.
6. Smoking on the properties is not allowed. Please use the dedicated smoking place and keep it clean. Cigarette buds go in a separate plastic bag in the garbage bag in the green container in the Ambar.
7. In case of a (personal) problem with someone on the farm, please search for a conversation in quietness.
8. Keep doors closed at all times because of mice, insects flies and mosquitoes.

Kitchen

1. Bigger food leftovers go in the evening in the fridge/cold store (old shed), small leftovers are thrown in the compost bucket.
2. Garbage bags when full should be closed and carried away into the garbage bag in the green container in the Ambar.
3. Food reserves are meant for cooking purposes only – don't consume between the meals.
4. There are different kinds of honey, but only the 'Cooking Honey' can be used for general purposes. Leave the honey bucket tightly closed (ants).
5. The bread plank is for bread only. Don't use it for cutting vegetables/fruits etc. Wrap the bread in a cloth and keep the plank free from crumbs (for the birds).
6. Keep work surfaces and stoves clean and dry. Don't place wet or moist things on the stove.
7. While cooking rinse the tools you are ready with and place them on the table for dishes.

Dishes:

1. Dishes should be rinsed immediately upon bringing into the kitchen or when possible and placed on the table for dirty dishes. The sink should stay free from dishes. Soaking pans also happens on that table.
2. Flush the sink after rinsing dishes and clean out the strainer in the compost bucket.
3. Dripping dishes happens best under an angle – use the rack. Dishes placed direct on the surface stay in their own water and don't dry.
4. Milk bottles and jars need to be extra clean: the result should look like new. They need to be done first. Don't do the lids with a sponge: it can hang in the thread.
5. Use a little amount of soap: it dries better.
6. Order: milk bottles and jars, rest glass, coffee cups, cutlery, plates, pots, pans, baking tins.
7. Doing dishes also includes: drying, storing away and cleaning the used surfaces.
8. Don't place wet dishes in the cupboards.

Bathroom

1. Look if taps are well closed and don't drip.
2. Remove hair after showering/bathing. Use and clean the strainer.
3. Don't flush hairs, mud, straw/hay and food leftovers through the wash basin or bathtub but put it in the compost bucket in the kitchen or in the toilet.
4. Clean the cleaning equipment after using and hang/place back on the same place.

Toilet:

1. Use the water saving when possible: not always a whole reservoir is needed for flushing. Also make sure it stopped flushing.
2. Men: don't piss while staying: it splashes! Please sit down (or clean everything when ready).
3. When empty hang a new toilet roll (with the beginning to the front) and throw the carton in the box for fire starting paper.
4. After using the toilet brush let it drip out before returning it in its tube.

Laundry:

1. Bring your dirty laundry to the bathroom; don't pile up in your room.
2. Clean your clothes from hay and other stuff. Don't leave socks fumbled up, trouser legs and sleeves rolled up.
3. Wash is separated in light (60°C) and dark (40°C) and wool (30°C). (furthermore there are the 2 diaper buckets (90°C).)
4. The washing machine runs during the night, so the wash can be hung in the morning, dry during the day and folded and stored away in the evening.
5. Take your laundry into your room as soon as it's dry.

Living/Dining room

1. Hang your jacket/jumper on a hook, not on a chair/couch/sofa. Take care that you don't have too many pieces hanging (there is not much space).
2. Personal belongings go back to your room
3. The laptops on the desk are not for general use. Please bring your own or go to an internet café.
4. Food/drinks on the office desk are not allowed.

New House

1. Leave the outside door closed at all times.
2. Put your shoes off at the entrance of the hall and place in the corner, not in the walkway.

Your Room

1. Food is not allowed to be left in the room, unless it is in a sealed box (mice, ants).
2. When airing the room, make sure the windows are opened to their full extend so they can't hit into each other with a sudden wind.
3. When heating the stove make sure nothing is laying on or leaning against the stove. Keep the space around it clear from objects. There is a fire extinguisher in the hall.
4. When leaving make sure the bed sheets are brought to the laundry buckets and the room is nicely cleaned for the next person.
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