

CLEAN MAMA'S
GUIDE TO KITCHENS

**HOW TO CLEAN,
DECLUTTER & ORGANIZE**



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How to Clean & Deep Clean the Kitchen with the Clean Mama Routine

The kitchen is the hardest working room in the home and requires a lot of daily cleaning and upkeep.

A question I receive at least weekly is, “How do you clean the kitchen with the Clean Mama Routine? I don’t see ‘kitchen’ on the calendar?” Have you wondered this too? This is a question that’s frequently asked on Instagram and by email. I’m going to break down all the little things I do to clean the kitchen and keep it clean most of the time, all the time. I’ve found that this is the best and easiest way to keep a kitchen (and home) clean. That’s why I started trying to figure out a cleaning routine 20+ years ago – I was sick of spending my day off cleaning. Ready to see how easy it is? Keep reading – I hope it inspires you to give the Clean Mama Routine a try! New to Clean Mama? [Check out the Start Here Page.](#)

Looking for kitchen specific cleaning products? [Shop the Clean Mama kitchen collection.](#)



ABOUT THE ROUTINE

The Clean Mama Routine is a proactive approach to cleaning, not reactive. By doing a little bit daily, weekly, and monthly, your home stays mostly clean all the time.

IF YOU FOLLOW THE CLEAN MAMA ROUTINE YOU KNOW THAT THERE ARE DAILY TASKS.

DAILY: I/WE DO THESE THINGS

EVERY DAY... wipe counters (I use the DIY Stone Cleaning Spray), wipe kitchen table, check floors (sweep or vacuum if necessary), scrub the kitchen sink (this is my Nightly Sink Scrub routine).

These tasks sprinkled through the day and during meal time/prep/clean up keep the kitchen clean.

Another little thing that falls under the Daily Task of Wipe Counters, is that I keep a damp bar mop towel by the stove (on the counter) for wiping up little drips and spills as I cook. This gives me a little jump on cleaning up the kitchen after dinner and keeps clean up easy and keeps the stuck on food spills away.



WHAT ABOUT DISHES & THE DISHWASHER?

This is a Daily Task (most days, it’s multiple times a day). The kids help load/unload, we hand wash large pots and pans but I do try to put most pots and pans in the dishwasher or quickly wash them after meals. It can be discouraging to make a delicious meal and want to sit down and relax but still have dishes to wash and/or load in the dishwasher. To help us get started off on the right foot I unload the dishwasher when I’m brewing my morning coffee and I’m working with the kids to get in the habit of putting their dishes in the dishwasher right away after each meal. This helps out a lot! Every once in a while if I’m feeling burned out on dishes or in an extra busy season, I’ll grab a pack of eco-friendly disposable plates and use them for a couple days while we get back on track.

IN ADDITION TO THE 5 DAILY TASKS, THERE ARE WEEKLY TASKS.

These are tasks that are associated with the days of the week. If this feels like a lot, start with the Daily Tasks, add one a week. Don't worry about perfection, you're adding a new routine to your days and it will take time. Once you get those down, the Weekly Tasks just become part of your routine and make things so much easier because you no longer need to decide what the worst part of your house is to clean, you just do the Tasks for the day. It's **proactive, not reactive** – the busier you are, the better it works.

WEEKLY: I DO THESE THINGS...

Vacuum floor (Wednesday), Wash Floor (Thursday) – these Weekly Tasks apply to the kitchen as well. Wipe out refrigerator while meal planning – I typically do this on Fridays (Catch-All Day)

THE CLEAN MAMA ROUTINE ALSO INCLUDES ROTATING TASKS.

These are deep cleaning tasks that you work through during the year. I do these on Fridays or when it makes sense with a Weekly Task. After you've successfully implemented the Daily + Weekly Tasks, it's time to learn The Rotating Tasks and Monthly Focus. We add these deep cleaning tasks to our Catch-All Friday or on a day that works best for you. You can find the full list of Rotating Tasks and the Complete Monthly Focus in the [Guide to a Clean Home](#), [Homekeeping Planner](#), or [Homekeeping Society](#).

LET'S TALK EXTRAS

What if you want to do a kitchen quick clean? Check out the Kitchen Quick Clean Checklist on [page 8](#). Have some appliances that need a good cleaning? You'll also find a Kitchen Appliances Quick Clean on [page 10](#), perfect for getting those appliances clean in a hurry.

HERE ARE THE ROTATING TASKS THAT ARE ASSOCIATED WITH CLEANING THE KITCHEN:

- Monthly (usually every other week in our house): wipe appliances. I also include wiping cabinet fronts with this task, monthly, or as needed. The interiors don't typically get a thorough cleaning on a monthly basis, but I like to wipe or vacuum out crumbs / dust as needed and definitely in February for the Monthly Focus (keep reading for more on that). I also clean the dishwasher monthly and at the very least quarterly. [Here's how I do that](#) – it's a simple process that only uses vinegar to clean.
- January/April/July/October: clean oven
- January: light fixtures
- July: clean fridge/freezer

THE CLEAN MAMA ROUTINE ALSO HAS A MONTHLY FOCUS EACH MONTH.

The Monthly Focus is designed to be a chance to do some deep cleaning and organizing on a specific area of the home.

- January's Monthly Focus is a Whole House Declutter
- February's Monthly Focus is the Kitchen – this is essentially a full kitchen re-order and re-organization. I get a jump on it in January for the Whole House Declutter, but definitely do a full kitchen declutter and reorganization. It's the perfect time for doing this – after the holiday cooking and baking and before spring/summer.
- March's Monthly Focus is Spring Cleaning – any kitchen tasks that didn't get taken care of during February get a little extra care – this includes things like vacuuming/washing baseboards, washing windows, cleaning window treatments, etc.



Kitchen Cleaning

If cleaning the kitchen feels daunting, mix up a DIY cleaning recipe, grab a checklist and just start.

LOOKING FOR MORE TIPS & TRICKS? VISIT [CLEANMAMA.COM!](https://www.cleannmama.com)

DIY Kitchen Cleaning Recipes

STONE CLEANING SPRAY

ingredients

- 1 ½ cups water
- 2 tablespoons rubbing alcohol
- ¼ teaspoon castile or dish soap

instructions

Clean your sealed stone counters and more with this gentle, yet effective cleaning spray. Mix in spray bottle, spray on surfaces and wipe clean with a soft cleaning cloth. This spray is great for any sealed marble, granite, and quartz surfaces.

ALL-PURPOSE DISINFECTING SPRAY

ingredients

- 1 ¼ cups water
- ¼ cup white vinegar
- ¼ cup vodka or rubbing alcohol
- 15 drops of essential oil

instructions

Use in bathrooms, the kitchen, anywhere that needs a little cleaning boost. Mix in spray bottle, spray liberally on surfaces and wipe clean with a soft cleaning cloth.

This recipe should not be used on stone surfaces.

WOOD KITCHEN TABLE SPRAY

ingredients

- 2 cups filtered water
- 1-2 teaspoons castile or dish soap
- 3-5 drops essential oil

instructions

Mix in a spray bottle, shake before using as it will separate, spray, wipe clean and repeat throughout the day as needed.

NIGHTLY SINK SCRUB


ingredients

- 2 cups baking soda
- 20 drops of essential oil
- a squirt of dish soap in the sink

instructions

After the dishes are done for the night, sprinkle a little bit of this in your sink, and give it a little scrub. This scrub will leave your sink sparkling and clean. Combine the baking soda and essential oil in a mason jar to store. Sprinkle in your sink, add a squirt of dish soap and scrub clean with a sink-safe scrub brush. Rinse thoroughly.

Kitchen Quick Clean – a Nightly Routine

SUPPLIES	INSTRUCTIONS
<ul style="list-style-type: none">○ cleaning cloths or bar mop towels for the counters○ broom or vacuum cleaner○ all-purpose or stone cleaning spray○ disinfecting spray○ dish soap○ sponge○ scrub brush for kitchen sink	<ul style="list-style-type: none">○ Remove dishes from table and stack/rinse and set on counter.○ Wash dishes — load/run the dishwasher or hand wash.○ Wipe counters.○ Wipe kitchen table and chairs○ Wipe stovetop if necessary.○ Scrub the kitchen sink with the Nightly Sink Scrub – see the recipe on page 7○ Clean appliance fronts.○ Sweep or vacuum floor.○ Put out fresh dish/hand towels. <p style="text-align: center;"> <i>Repeat nightly!</i></p>

NOTES: _____

Kitchen Deep Clean Checklist

DEEP CLEANING TASKS	APPLIANCE QUICK CLEAN
<ul style="list-style-type: none"> ○ WASH THE DISHES Run the dishwasher or hand wash. ○ DON'T FORGET THE KITCHEN SINK Clean kitchen sink. ○ CLEAR + ASSESS Completely clear off counters. Place items on the kitchen table. Assess items that you keep on the counter - is there anything that you don't use daily or anything that is cluttering the space? Do a quick sort and declutter when you clear the counters. ○ DUST THE CABINETS Dust or vacuum upper and lower cabinets. ○ DUST LIGHT FIXTURES Dust any that are in the kitchen. ○ CLEAN THE CABINETS Use soapy water and a soft cleaning cloth (well wrung out) and quickly wipe down the upper and lower cabinet fronts. ○ WIPE DOWN Spray and wipe kitchen counters. Spray and wipe kitchen table and chairs. ○ RETURN Return items to the counters. ○ THE FLOOR Vacuum and then wash the floor. ○ FINAL TOUCH Put out fresh towels. 	<ul style="list-style-type: none"> ○ USE THE VACUUM Vacuum appliance corners and crevices – use an attachment to get under appliances or move out and clean, if possible. ○ WIPE DOWN Spray and wipe appliance fronts. ○ PREP Fill the kitchen sink with hot soapy water. ○ OVEN Start self clean or thoroughly spray a non-toxic cleaner in the oven (the DIY All-Purpose Spray on page 10 works great) and let it sit. ○ MICROWAVE Remove the glass plate and place in the kitchen sink with soapy water. Scrub, rinse, place back in the microwave. Put a bowl of water and a halved lemon in the microwave and run it for 3-5 minutes to get the water boiling. Let it sit and steam for 15 minutes and wipe clean. ○ REFRIGERATOR Empty and discard expired food. Wash removable bins and shelves in the soapy sink – wash, rinse, dry. Wipe shelves clean with soapy water and dry. Return food to the refrigerator, placing it in zones that make sense for your food storage needs. ○ FREEZER Empty if needed, wipe shelves, and return food to shelves and drawers in a way that works for your freezer storage needs. Think through zones that will make finding frozen food easy.

Appliance Quick Clean

SUPPLIES	INSTRUCTIONS
<ul style="list-style-type: none"> <input type="radio"/> cleaning cloths — microfiber works great on appliances <input type="radio"/> dusting wand <input type="radio"/> vacuum cleaner <input type="radio"/> cleaners — all-purpose, dish soap, disinfecting, white vinegar <input type="radio"/> sponges <input type="radio"/> sink full of soapy water <input type="radio"/> empty container for dirty cloths or paper towels <input type="radio"/> caddy or container to carry supplies from room to room 	<ul style="list-style-type: none"> <input type="radio"/> Dust off the tops of your appliances and wipe clean. <input type="radio"/> Vacuum appliance corners and crevices. <input type="radio"/> Fill your sink with hot, soapy water. <input type="radio"/> Oven: Start self-clean on your oven or thoroughly spray the DIY All-Purpose Spray (recipe below) in oven and let sit. <input type="radio"/> Microwave: remove the glass plate in microwave and place in sink with soapy water. Put a bowl of water and a halved lemon and boil for 3–5 minutes. Let it sit and steam for 15 minutes and wipe clean. <input type="radio"/> Refrigerator/freezer: empty appliances and discard expired food. Wash removable shelves and drawers in the soapy sink — wash, rinse, dry. Wipe shelves clean with soapy water and dry. Return food. <input type="radio"/> Dishwasher: empty & remove racks, spray edges with cleaner or wipe with vinegar. Remove any food or blockages from the bottom. Put 1-2 cups of vinegar in bottom of the dishwasher and run a normal wash cycle. Wipe edges and seal clean when cycle has completed. <input type="radio"/> Appliance fronts: spray and wipe clean
<p>NOTES: _____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	<div style="border: 1px solid #ccc; padding: 10px;"> <p style="text-align: center; margin: 0;">DIY ALL-PURPOSE SPRAY</p> <p style="margin: 10px 0 0 20px;"><i>ingredients</i></p> <ul style="list-style-type: none"> <input type="radio"/> 1 ¼ cups water <input type="radio"/> ½ cup white vinegar <input type="radio"/> 10 drops of your favorite essential oil <p style="margin: 10px 0 0 20px;"><i>instructions</i></p> <p style="margin: 0;">Mix in spray bottle, spray liberally on surfaces & wipe clean with soft cleaning cloth. This recipe should not be used on stone surfaces.</p> </div>

How to Clean a Refrigerator & Freezer

A clean refrigerator & freezer not only is nice to look at but it also helps make cooking, meal planning and prepping a little easier.

First things first, before you can organize a refrigerator/freezer, you need to CLEAN it. You can divide this task up and do it different days but I think it's easier to just tackle both at the same time. I find it easiest to clean the refrigerator and then the freezer.



QUICK TIP

If you cannot figure out how to remove a shelf or drawer, do a quick internet search of your make/model – you can usually find a YouTube video of someone showing how to do it.

INSTRUCTIONS

- **EMPTY THE REFRIGERATOR/FREEZER**
Take everything out and check dates and decide if there is anything that you aren't going to use. Toss anything with expired expiration dates and anything that is past its prime. Bring your garbage can over to the fridge if you need to.
- **PUT ITEMS THAT WILL RETURN IN CATEGORIES**
Fruit, veggies, beverages, leftovers, meal prep, condiments, dairy – whatever makes sense for your family. Use [page 24](#) to help with this.
- **REMOVE DRAWERS & SHELVES IF NEEDED/POSSIBLE**
Bring them to the sink and wash or wipe clean and thoroughly dry.
- **WIPE THE REFRIGERATOR DOWN**
I use a bowl with a drop of Castile soap & warm water – if the fridge is stinky I'll add a sprinkle of baking soda to the water/soap mixture.
- **WIPE THE FREEZER DOWN**
I just use a barely damp bar mop towel to wipe clean.
- **VACUUM IF NEEDED**
Wipe the vacuum attachment clean with rubbing alcohol before using in the fridge/freezer. This method gets all the crumbs, dog hair, whatever else you find in the crevices and crannies of this appliance.
- **USE A TOOTHPICK FOR TOUGH SPOTS**
If you can't get stuff stuck in the seals or crevices, a toothpick works well. Make sure you are using it almost parallel to the crevice so it doesn't break off or puncture anything.



clean mama says...

Moving forward, wipe down your refrigerator weekly as you're doing a grocery list/meal planning. You'll be able to maintain your clean fridge & you won't have as much food waste. I do this on Friday as part of my Catch-All day.

How to Clean a Dishwasher

It doesn't necessarily make sense to have to clean an appliance that cleans...

but food particles and minerals can build up in your dishwasher preventing it from cleaning thoroughly. Add cleaning your dishwasher to your cleaning rotation – your dishes will be cleaner and your dishwasher will run more efficiently.

INSTRUCTIONS

- Start by running the dishwasher and removing any clean dishes. Your dishwasher needs to be empty to clean it.
- Wipe the edges and seal with your favorite all-purpose cleaner or white vinegar and a clean, soft cloth.
- Remove the bottom rack and check for any food particles or blockages. If you see any blockages you can use a toothpick to get them out.
- If you have a filter in your dishwasher remove it and rinse it out with hot water. You can also use a clean toothbrush to give it a little scrub.
- Pour one cup of vinegar in the bottom of the dishwasher. Close the dishwasher and run it on a quick wash, hot, sanitize cycle. This will ensure that your dishwasher is completely clean and that any mineral build-up is washed away.
- When the dishwasher has completed its cycle wipe dry with a soft cloth.



HOW TO ADD IT TO YOUR ROUTINE:

If you're adding cleaning your dishwasher to your cleaning rotation, clean it monthly or at least every 3 months.



clean mama says...

Cleaning your dishwasher will take about 5 minutes of hands-on cleaning time and as long it takes to run the dishwasher cycle. Try this quick and easy method today!

How to Clean an Oven

Follow these steps to get your oven sparkling clean.

If your oven has seen better days, this simple and effective DIY cleaning recipe is fume-free, uses ingredients you already have, and best of all, it really works.

GATHER THESE TOOLS & INGREDIENTS:

- DIY All-Purpose Spray – [see recipe on page 10](#) – don't use anything toxic
- sponge
- container to mix paste
- baking soda
- castile or dish soap
- water



QUICK TIP

You can always use the self-clean option on your oven to clean it but make sure that you have proper ventilation (it's smelly) and that you don't need to cook anything for 4+ hours.

INSTRUCTIONS

- **START WITH A PRE-CLEAN**
Remove oven racks and set aside. You can scrub these in a large sink or by hand and rinse clean. The purpose of a pre-clean is to get the larger food particles cleaned up from the bottom of the oven.
- **NATURALLY CLEAN YOUR OVEN**
Once you've pre-cleaned your oven it's time to do a full cleaning of your oven. I like using this DIY Oven Cleaning Paste because it's mildly abrasive, has a little extra cleaning power in it with soap and does a really good job getting the burned on oil and grease off with just a little effort.

DIY OVEN CLEANING PASTE

ingredients

- ½ cup baking soda (enough baking soda to make a very thin paste)
- 1 tablespoon castile or dish soap
- 1 cup warm/hot water

instructions

- Add soap and a little baking soda at a time to your water until it comes to a very thin paste – stir thoroughly and let sit for a couple minutes to let the baking soda absorb the liquid.
- Dip sponge in mixture and apply the paste to the oven with a sponge in a scrubbing motion and allow to sit for 10-15 minutes.
- Be careful to apply on closed/sealed surfaces, do not apply to the heating elements, vents or seals.
- Rinse the sponge, scrub, wipe clean, repeat until your oven is completely clean. Allow to dry and check for any residual baking soda. You might need to rinse a little more to ensure that it's completely removed.

How to Clean a Microwave

Cleaning a microwave isn't difficult but it's definitely a neglected task – out of sight, out of mind.

Food splatters and spills happen and if your house is anything like mine, it's much easier to close the door than wipe up those drips and spills. If you're looking to clean your microwave without any chemicals, you'll love this solution!

INSTRUCTIONS

- Fill a glass bowl or measuring cup with 3-4 cups of hot tap water. Cut a lemon into wedges (I do wedges for the one lemon) and place in the warm water. I like to squeeze the wedges prior to putting them in the water to give the water a little grease-cutting power.
- Put the bowl of water and lemon/lemon juice in the microwave and run it until the water boils. This typically takes 3-5 minutes. Keep an eye on it and make sure that it starts boiling before you stop the microwaving process.
- Let the steam do its job – don't open the door for at least 5-10 minutes. The steam will work to dissolve any grease, drips, and grime. Repeat if you don't see steam on the inside of the microwave like this.
- Take out the glass plate or tray in your microwave and wash it in your sink or dishwasher.
- Wipe the interior of the microwave clean. If you need a little extra cleaning power spritz with white vinegar or non-toxic all-purpose cleaner. Use a sponge or a cleaning cloth to wipe clean and rinse and wring as you're wiping.
- Wash and dry the glass plate and return it to the microwave. Stand back and admire your shiny and clean microwave!

✦ ✦ ✦ *Repeat monthly or as needed!*

How to Clean Small Appliances

TOASTER	COFFEE POT
<ul style="list-style-type: none"> ○ Unplug the toaster. ○ Remove the crumb tray. ○ Soak the crumb tray in warm, soapy water. Rinse and dry thoroughly. ○ Bring the toaster over the sink or a garbage can and shake out the crumbs. ○ Clean the exterior. ○ Return the crumb tray. ○ Plug back in. 	<ul style="list-style-type: none"> ○ Rinse out the carafe, basket holder and reusable filter (if you have one). You want all the grounds to be gone, but you don't need to wash it thoroughly with soap and water. A good rinse will do until later. ○ Fill your carafe halfway with plain white distilled vinegar and then the remainder with water. For example, if you have a standard 12 cup coffee maker, fill it to the 6 cup line with vinegar and then top it off to the 12 with cold water. ○ Pour the vinegar and water mixture in to the water reservoir and begin brewing. Halfway through, turn off your coffee maker and let it sit for 45 minutes or so. The purpose of this step is to allow the vinegar to sit in the inner workings of your coffee maker and gently remove those hard water deposits that can slow your machine down.
BLENDER	<ul style="list-style-type: none"> ○ After your time is up, finish up the brewing cycle. See all that gunk and residue in your carafe? That's what has been sitting inside your coffee maker slowing it down and brewing up a bitter cup of coffee. Pour out this solution and refill the water chamber with fresh, clean water. ○ Run clean water through your coffee machine a minimum of three times, or until the water is clear and the vinegar scent has dissipated. ○ Use a damp microfiber cloth with a dot of soap in order to clean up the exterior of the coffee maker. If you have some hard water deposits on the outside, use a small amount of white vinegar on a cloth to remove. Wash the carafe and filter basket in hot, soapy water and allow it to dry. That's it!
<ul style="list-style-type: none"> ○ Bring the carafe to the sink and fill to 1/3-1/2 full with hot water. ○ Add a squirt or a pump of dish soap. ○ Put the lid on the carafe. ○ Blend for 30 seconds to 1 minute on high. ○ Bring the carafe to the sink and rinse thoroughly with hot water and air dry. ○ Unplug the blender. ○ Spray the base with all-purpose spray and wipe the exterior & cord with a microfiber cleaning cloth. 	



Kitchen Decluttering

Clean kitchen? Let's do a little decluttering, simplify the space and make it easier to maintain and keep clean and organized.

LOOKING FOR MORE TIPS & TRICKS? VISIT [CLEANMAMA.COM!](https://www.cleanmama.com)

How Many Should I Keep Kitchen Edition

KITCHEN	OTHER
<input type="radio"/> 12 sets of silverware	<input type="radio"/>
<input type="radio"/> 12 sets of dishes	<input type="radio"/>
<input type="radio"/> 1 of each utensil	<input type="radio"/>
<input type="radio"/> 2 – 9x13” baking pans	<input type="radio"/>
<input type="radio"/> 1 – 8x8” baking pan	<input type="radio"/>
<input type="radio"/> 2 loaf pans	<input type="radio"/>
<input type="radio"/> 1 large frying pan	<input type="radio"/>
<input type="radio"/> 1 small frying pan	<input type="radio"/>
<input type="radio"/> 1 small sauce pan	<input type="radio"/>
<input type="radio"/> 1 large sauce pan	<input type="radio"/>
<input type="radio"/> 1 stockpot	<input type="radio"/>
<input type="radio"/> 1 roasting pan	<input type="radio"/>
<input type="radio"/> 1 cast iron pan	<input type="radio"/>
<input type="radio"/> 1 crockpot and/or Instant Pot	<input type="radio"/>
<input type="radio"/> 1 coffee pot	<input type="radio"/>
<input type="radio"/> 1 tea kettle	<input type="radio"/>
<input type="radio"/> Cloth napkins (at least 12 or more)	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>

Quick Kitchen Declutter

Before you start, open all of your cabinet drawers and cabinets and do a quick assessment of where everything is located.

Now is your chance to relocate items – are the silverware and dishes by the dishwasher and sink? Do you keep spices in a cabinet but would like to simplify and put them in a drawer? How about that knife block? Want those knives in a drawer or on a magnet on the wall by your cutting area? Assess and relocate your items as you're doing your organizing.

NOTES: _____

- **CUPS + MUGS** Pull all cups + mugs out, do a deep declutter. Make sure you only keep what you love/use. Sort by type, put back by type.
- **GLASSWARE + DISHES** Pull all the glassware and dishes out and put them on a counter or table. Wipe the shelves, make any shelf height adjustments. Decide what you use and want to keep and put the keep items in their proper spots.
- **SILVERWARE + UTENSILS** Pull everything out, wipe or vacuum the space, declutter, return items making sure that everything has a proper home, sorting like with like.
- **FOOD STORAGE CONTAINERS** Pull everything out, make sure each container has a matching lid, keep the best containers, put them back. Consider a container for the lids to keep them organized.
- **SMALL APPLIANCES** Pull all of your small appliances out & do a realistic assessment of items you use/don't use. Sort, place in categories, return to proper storage. If you need to re-think your small appliance storage, clear space, or move items around, do this now. Wipe or vacuum this space and place the small appliances back.
- **POTS + PANS** Pull all of your pots and pans out and sort by type, decluttering any items that you no longer use or need. Wipe or vacuum space. Place back in a way that works for you. If you need a rack holder or a system to consolidate the products that you do have, put that in place now.
- **BAKEWARE** Pull all of your bakeware out & sort by type, getting rid of any items that you no longer use or need. Wipe or vacuum space. Place back in categories: loaf pans, baking sheets, muffin tins, etc.
- **SPICES** Take all of your spices out, get rid of duplicates and expired spices. Keep only what you use and arrange in a way that makes sense.
- **PANTRY/ FOOD STORAGE** Take everything out of the pantry or food storage area. Check expiration dates and toss any expired items. Group like with like and place back in zones – baking, cooking, snacks, grains, pasta, etc.

The Declutter Process

Anytime you start decluttering, follow this process.

Start by making a declutter station with boxes or bins or garbage bags that are labeled and ready to accept items. Don't buy anything for this, use what you have on hand and get started right away.

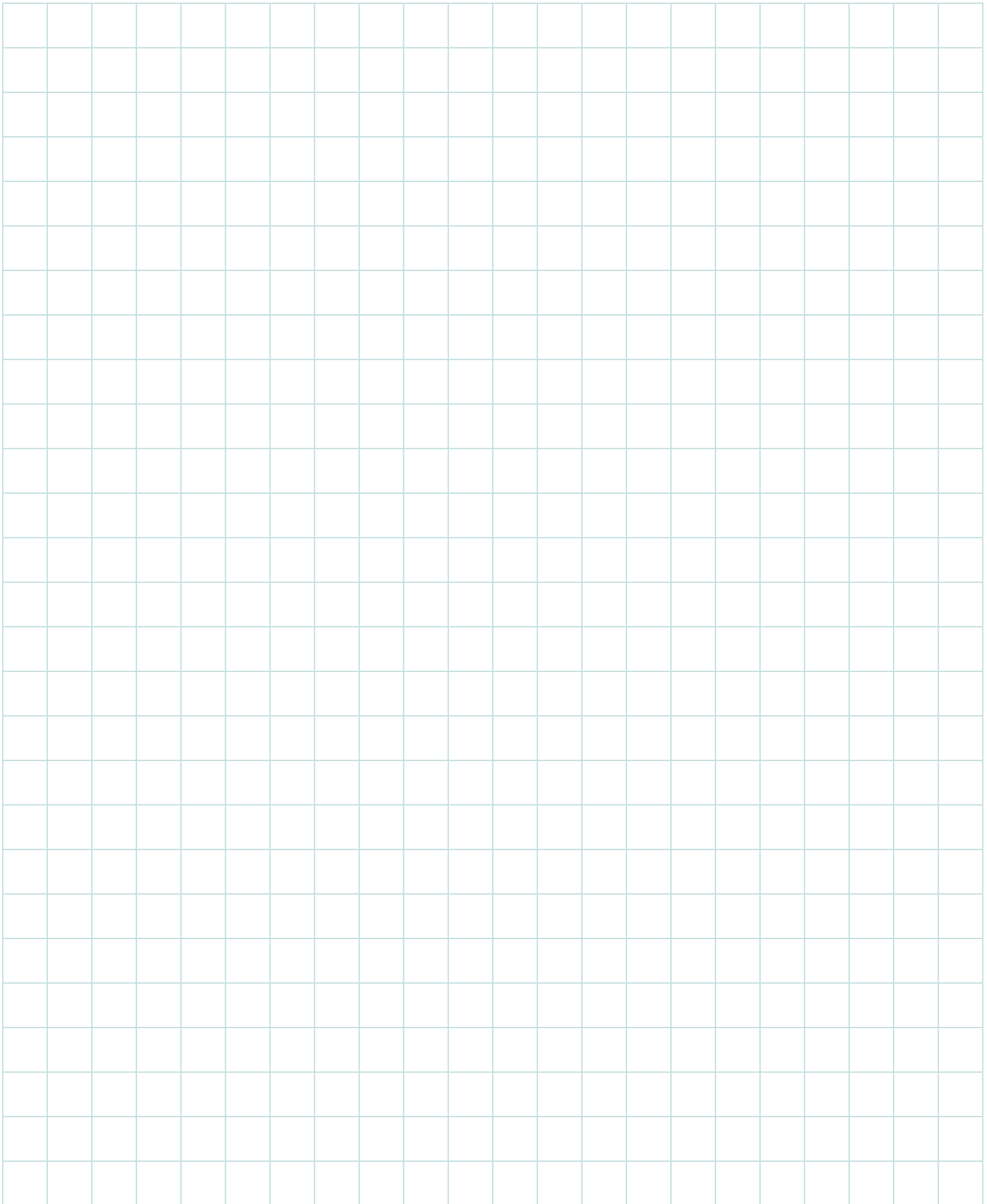
Decluttering can be a complicated process and it most definitely won't be done overnight – give yourself grace and time to work through the process.

INSTRUCTIONS

- **MAKE 4 CATEGORIES**
Keep, toss, relocate, donate - use a box, basket, bag, bin to contain them while you're decluttering. Once you have your clutter station set up with your categories, you're ready to get started decluttering your home.
- **COMPLETELY EMPTY THE SPACE**
Regardless of if it's a box, a closet, an entire room, or a drawer, remove everything in the space FIRST. Put the items on the floor, a bed, a table...quickly move them out of the space so you can get started.
- **THINK QUICKLY**
Think quickly as you sort through your items. Think about the space you have and what you want it to look like when you're done. Do you really need x, y, z to move forward in life or can you let it go?
- **PUT EVERYTHING INTO YOUR CATEGORIES -**
Use the categories keep, toss, relocate, donate – put away any items that were in the keep pile, toss what can be tossed, relocate what can be relocated, and put the donate items in a bin or bag for a trip to your favorite donation center.
- **WIPE DOWN**
Wipe down any surfaces and vacuum if necessary.
- **ARRANGE ITEMS**
Attange items in a way that makes sense for your home and space and admire your transformation!

NOTES:

The Kitchen Planning Grid





Kitchen Organizing

Clean, decluttered and organized. The 'recipe' for a kitchen that functions well for your home and family. Use the organizing checklists as you work through the hard-working spaces in your kitchen.

LOOKING FOR MORE TIPS & TRICKS? VISIT [CLEANMAMA.COM!](https://www.cleanmama.com)

Spice Cabinet

If you cook, bake, or both, a spice cabinet or drawer is a necessity.

Take a couple of minutes to take inventory of what you have and what you need.

FOLLOW THESE STEPS...

- Quick declutter
- Wipe down area
- Sort by type of spice
- Arrange in a way that makes sense for how you use spices
- Assess and make any needed adjustments

SPICE INVENTORY		
SAVORY		
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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BLENDS		
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<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
SWEET		
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<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
NEEDED		
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Pantry/Food Storage

Let's get that pantry organized and working FOR your kitchen.

Follow these steps to do a quick declutter and organize. Take the time to assess the situation and make decisions that will make this an area that works well.

USE THE GRID ON THE NEXT PAGE TO DRAW YOUR PANTRY/FOOD STORAGE SPACE.

On your drawing, label the shelves or areas so you know what is going where.

HERE ARE A COUPLE OF LABEL IDEAS TO GET YOU STARTED...

- Baking
- Cooking
- Snacks
- Canned Items
- Back Stock
- Pasta
- Rice
- Cereal
- Grains
-
-
-

Once you have your categories determined, follow these steps to organize the space. If you are short on time, go shelf-by-shelf instead of removing everything.

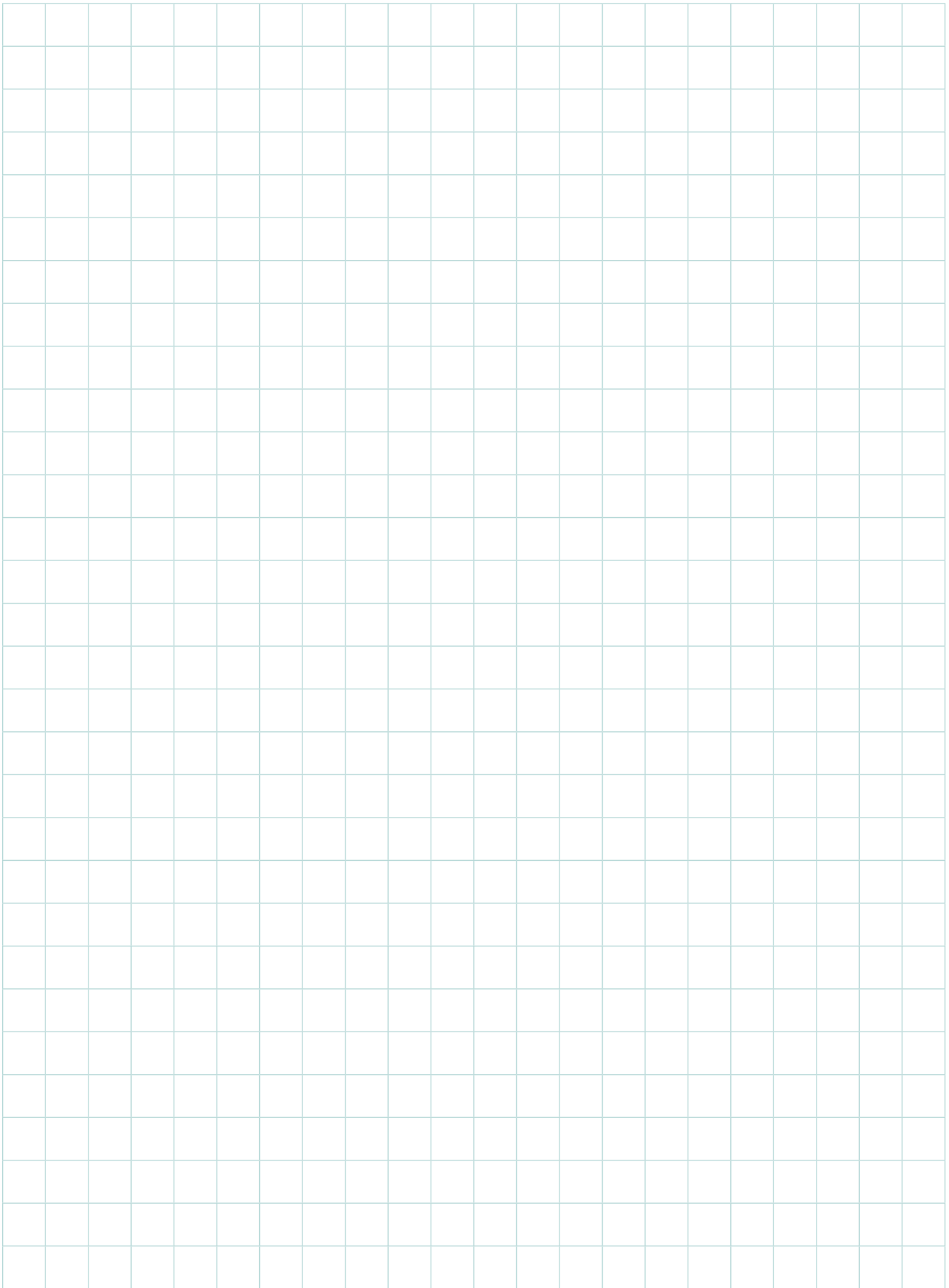
FOLLOW THESE STEPS TO ORGANIZE...

- Remove everything from the pantry/food storage area
- Group in categories
- Toss anything expired
- Wipe shelves clean
- Return items to shelves
- Assess + make adjustments

DON'T FORGET TO THINK THROUGH HOW YOU'LL MAINTAIN THIS SPACE.

HERE ARE A COUPLE OF MAINTENANCE IDEAS TO GET YOU STARTED...

- Rotate food – make sure you're bringing older items to the front to use first
- Shop the pantry before meal planning
- Check the pantry before shopping
-
-
-
-
-



Refrigerator/Freezer Organization

Let's get the refrigerator & freezer organized and working FOR your kitchen.

Follow these steps to do a quick declutter and organize. Take the time to assess the situation and make decisions that will make this an area that works well.

USE THE GRID ON THE NEXT PAGE TO DRAW YOUR REFRIGERATOR/FREEZER SPACE.

On your drawing, label the shelves or areas so you know what is going where.

HERE ARE A COUPLE OF LABEL IDEAS TO GET YOU STARTED...

- Meat – I like to put mine on a tray
- Fruit
- Vegetables
- Eggs & Dairy
- Leftover
- Butter/Spreads
- Flex & Meal Prep Area
- Condiments
- Deli Meats & Cheeses
-
-

Once you have your categories determined, follow these steps to organize. If you are short on time, go shelf-by-shelf instead of removing everything.

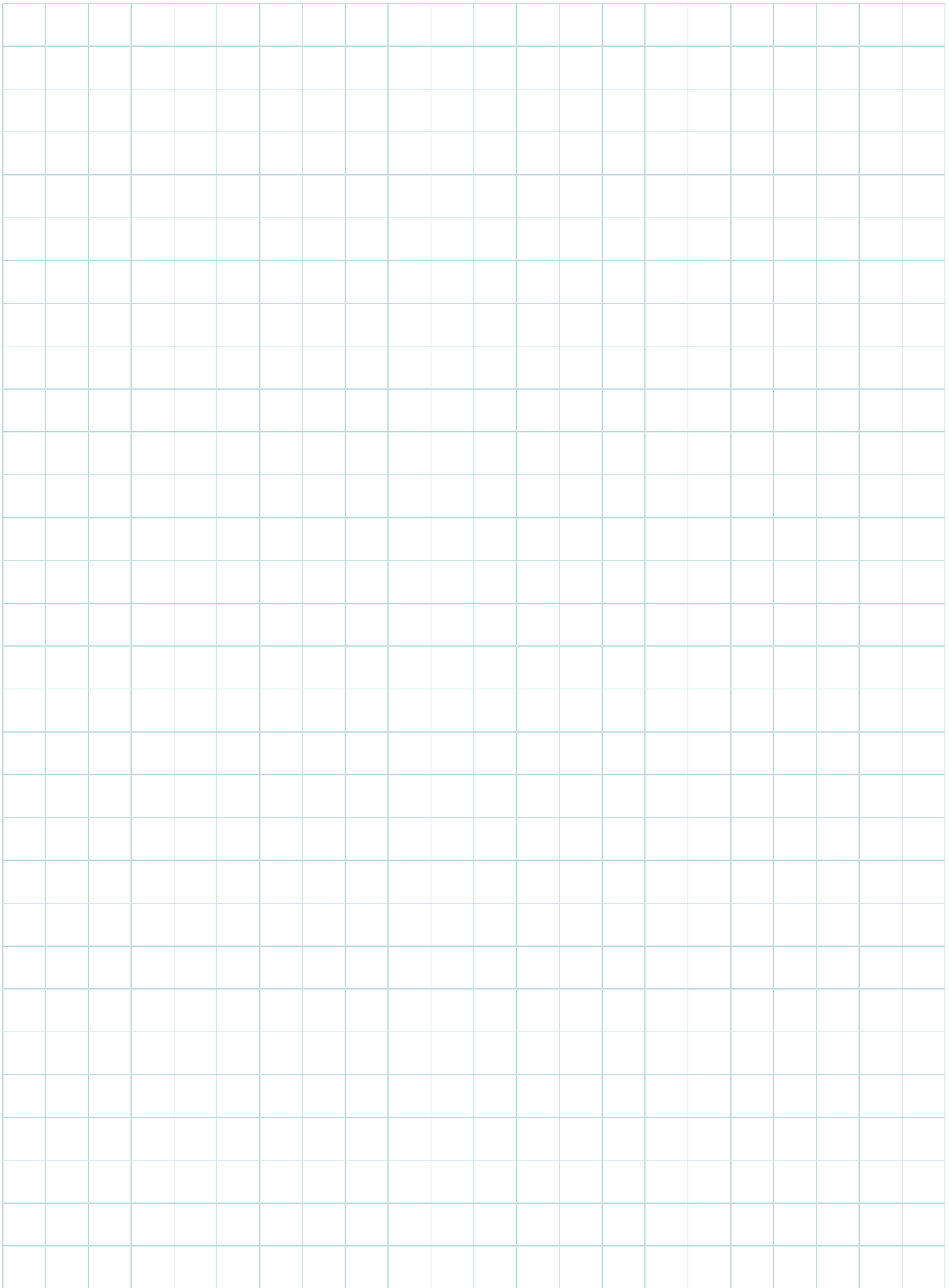
FOLLOW THESE STEPS TO ORGANIZE...

- Remove everything from the refrigerator/freezer
- Group in categories
- Toss anything expired
- Wipe shelves clean
- Return items to shelves
- Assess + make adjustments

DON'T FORGET TO THINK THROUGH HOW YOU'LL MAINTAIN THIS SPACE.

HERE ARE A COUPLE OF MAINTENANCE IDEAS TO GET YOU STARTED...

- Rotate food – make sure you're bringing older items to the front to use first
- Shop the refrigerator/freezer before meal planning
- Check the refrigerator/freezer before shopping
-
-
-
-
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Dishes & Silverware

Let's get the dishes & silverware organized and working FOR your kitchen.

Follow these steps to do a quick declutter and organize. Take the time to assess the situation and make decisions that will make this an area that works well.

USE THE GRID ON THE NEXT PAGE TO DRAW YOUR DISHES & SILVERWARE SPACES.

On your drawing, label the shelves and drawers so you know what is going where.

HERE ARE A COUPLE OF LABEL IDEAS TO GET YOU STARTED...

- Bowls
- Plates
- Serving Dishes
- Pots & Pans
- Cutting Boards
- Measuring Cups
- Spoons
- Knives
- Forks
-
-

Once you have your categories determined, follow these steps to organize. If you are short on time, go shelf-by-shelf instead of removing everything.

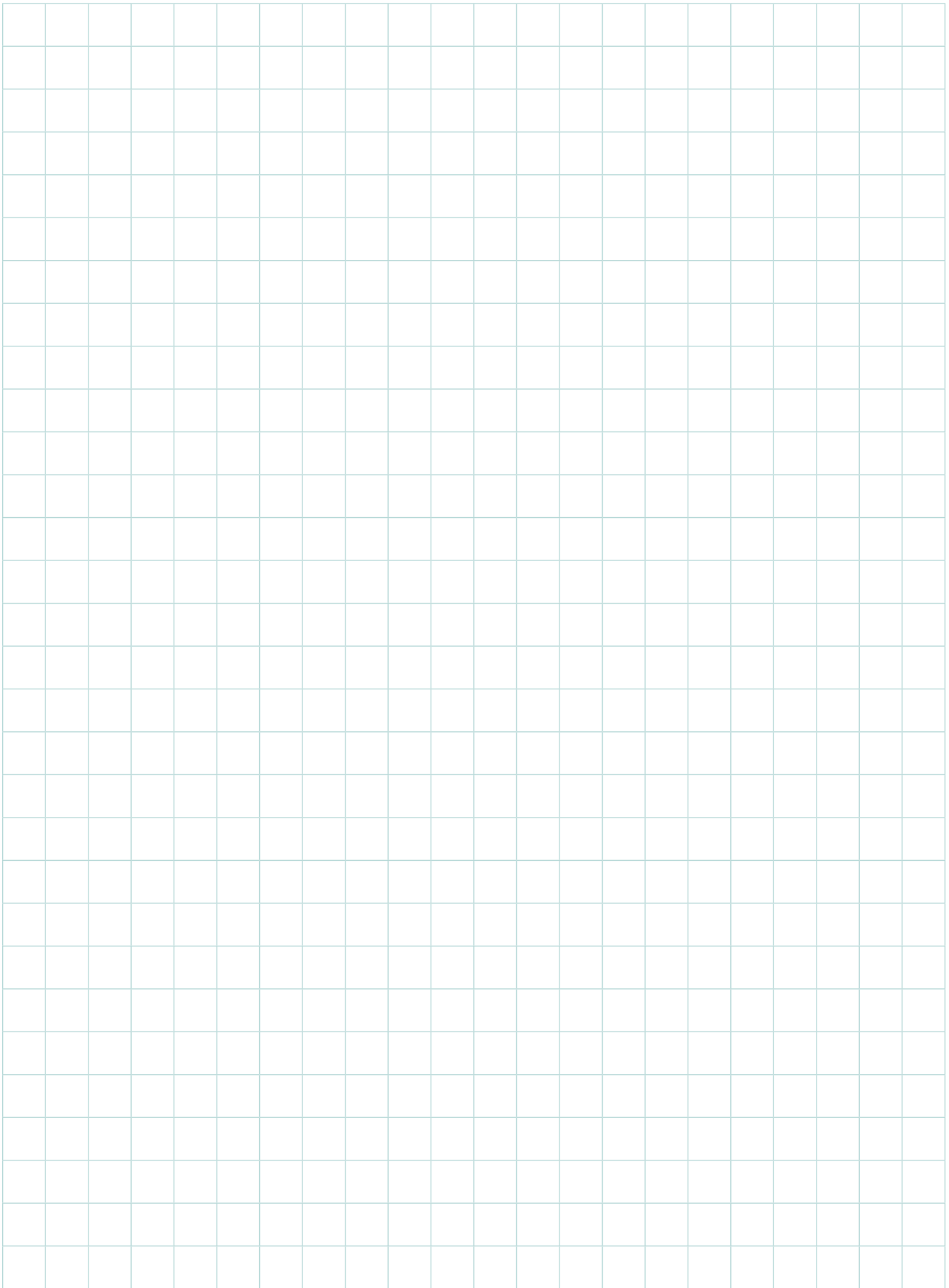
FOLLOW THESE STEPS TO ORGANIZE...

- Remove everything from the dishes & silverware spaces
- Group in categories
- Toss anything broken or unused
- Wipe shelves/drawers clean
- Return items to shelves/drawers
- Assess + make adjustments

DON'T FORGET TO THINK THROUGH HOW YOU'LL MAINTAIN THIS SPACE.

HERE ARE A COUPLE OF MAINTENANCE IDEAS TO GET YOU STARTED...

- Are these spaces easy to clean?
- Is there an organizing system that I could put in place?
- When will I check in with this space?
-
-
-
-
-





Food Inventory & Organization

Want to keep track of what you have on hand and make shopping a little easier? These checklists will help you get started!

LOOKING FOR MORE TIPS & TRICKS? VISIT [CLEANMAMA.COM!](https://www.CLEANMAMA.COM)

Pre-Filled Grocery Shopping List

FRUIT	VEGGIES	MEATS	DELI
<input type="checkbox"/> apples	<input type="checkbox"/> avocados	<input type="checkbox"/> beef	<input type="checkbox"/> cheese
<input type="checkbox"/> bananas	<input type="checkbox"/> broccoli	<input type="checkbox"/> ground turkey	<input type="checkbox"/> cold cuts
<input type="checkbox"/> berries	<input type="checkbox"/> carrots	<input type="checkbox"/> ground beef	<input type="checkbox"/> prepared salad
<input type="checkbox"/> grapes	<input type="checkbox"/> cucumbers	<input type="checkbox"/> fish	<input type="checkbox"/>
<input type="checkbox"/> lemons / limes	<input type="checkbox"/> lettuce	<input type="checkbox"/> pork	<input type="checkbox"/>
<input type="checkbox"/> oranges	<input type="checkbox"/> mushrooms	<input type="checkbox"/> poultry	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/> onions	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DAIRY	BEVERAGES	BAKERY / BREADS	FROZEN FOODS
<input type="checkbox"/> butter	<input type="checkbox"/> coffee	<input type="checkbox"/> bagels	<input type="checkbox"/> fruit
<input type="checkbox"/> cheese	<input type="checkbox"/> tea	<input type="checkbox"/> english muffins	<input type="checkbox"/> ice cream
<input type="checkbox"/> cream cheese	<input type="checkbox"/> juice	<input type="checkbox"/> fresh bread	<input type="checkbox"/> meals
<input type="checkbox"/> eggs	<input type="checkbox"/> soda	<input type="checkbox"/> pitas	<input type="checkbox"/> pizza
<input type="checkbox"/> yogurt	<input type="checkbox"/> water	<input type="checkbox"/> sandwich bread	<input type="checkbox"/> potatoes
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> tortillas	<input type="checkbox"/> vegetables
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CANNED GOODS	RICE / PASTA	CEREAL / GRAINS	BAKING / SPICES
<input type="checkbox"/> beans	<input type="checkbox"/> brown rice	<input type="checkbox"/> cold cereal	<input type="checkbox"/> chocolate chips
<input type="checkbox"/> fruit	<input type="checkbox"/> couscous	<input type="checkbox"/> granola	<input type="checkbox"/> flour
<input type="checkbox"/> tomato paste	<input type="checkbox"/> lasagna	<input type="checkbox"/> oatmeal	<input type="checkbox"/> sugar
<input type="checkbox"/> tomato sauce	<input type="checkbox"/> macaroni	<input type="checkbox"/>	<input type="checkbox"/> vanilla
<input type="checkbox"/> pasta sauce	<input type="checkbox"/> spaghetti	<input type="checkbox"/>	<input type="checkbox"/> baking mix
<input type="checkbox"/> soup	<input type="checkbox"/> white rice	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> stock	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

CONDIMENTS	SPECIALTY	HOUSEHOLD	TOILETRIES
<input type="checkbox"/> honey	<input type="checkbox"/> almond milk	<input type="checkbox"/> cleaner	<input type="checkbox"/> shampoo
<input type="checkbox"/> jam / jelly	<input type="checkbox"/> hummus	<input type="checkbox"/> batteries	<input type="checkbox"/> conditioner
<input type="checkbox"/> ketchup	<input type="checkbox"/> soy milk	<input type="checkbox"/> hand soap	<input type="checkbox"/> deodorant
<input type="checkbox"/> mayonnaise	<input type="checkbox"/> tofu	<input type="checkbox"/> laundry detergent	<input type="checkbox"/> lotion
<input type="checkbox"/> mustard	<input type="checkbox"/>	<input type="checkbox"/> light bulbs	<input type="checkbox"/> shaving cream
<input type="checkbox"/> oil	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> soap
<input type="checkbox"/> peanut butter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> toothpaste
<input type="checkbox"/> vinegar	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PAPER GOODS	BABIES / KIDS	PETS	OTHER
<input type="checkbox"/> foil	<input type="checkbox"/> bubble bath	<input type="checkbox"/> cat food	<input type="checkbox"/>
<input type="checkbox"/> paper towels	<input type="checkbox"/> diapers	<input type="checkbox"/> dog food	<input type="checkbox"/>
<input type="checkbox"/> parchment paper	<input type="checkbox"/> lotion	<input type="checkbox"/> cat litter	<input type="checkbox"/>
<input type="checkbox"/> plastic wrap	<input type="checkbox"/> wipes	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> toilet paper	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Category Shopping List

FRUIT	VEGGIES	MEATS	DELI
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<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DAIRY	BEVERAGES	BAKERY / BREADS	FROZEN FOODS
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CANNED GOODS	RICE / PASTA	CEREAL / GRAINS	BAKING / SPICES
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Blank Grocery Shopping List

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Maintaining Your Clean Kitchen

Once you've cleaned, decluttered, and organized your kitchen, a simple routine will help you keep it clean and organized moving forward. On the next pages you'll find a little Routine at a Glance and a Weekly Planner perfect for getting started with the Clean Mama Routine.

LOOKING FOR MORE TIPS & TRICKS? VISIT [CLEANMAMA.COM!](https://www.CLEANMAMA.COM)

Routine at a Glance

There are 4 parts to the routine. Start with Daily Tasks + work your way to the Monthly Focus.







1. DAILY TASKS

Completed daily, these tasks are the secret to keeping your home tidy most of the time.

- CHECK FLOORS
- WIPE COUNTERS
- CLUTTER
- LAUNDRY
- MAKE BEDS

2. WEEKLY TASKS

Complete as quickly as possible and if you can't get to them, finish on Friday or next week.

	MONDAY clean the bathrooms
	TUESDAY dust all surfaces
	WEDNESDAY vacuum floors + carpet
	THURSDAY wash the floors
	FRIDAY a day to catch up
	SATURDAY launder sheets + towels

3. ROTATING TASKS

Take the guesswork out of deep cleaning! You'll find specific Rotating Tasks for each month in the [Homekeeping Society Subscription](#) and the [Homekeeping Planner](#).

- VACUUM + WASH BASEBOARDS
- CLEAN LIGHT FIXTURES
- WASH RUGS + LAUNDRY BEDDING
- CLEAN OVEN + OTHER APPLIANCES
- CLEAN FRIDGE + FREEZER
- POLISH WOOD FURNITURE
- SPOT CLEAN WALLS + FURNITURE
- ROTATE / VACUUM MATTRESSES
- WASH WINDOWS
- REPLACE FILTERS
- WASH WINDOWS
- WIPE SWITCHES / PHONES / REMOTES

4. MONTHLY FOCUS

Looking for a whole-home organizing method? With the Monthly Focus, we work through the entire home – organizing each space using a simple, doable method. This gives you the time to implement habits and systems that work for you and your family. With a whole house declutter in January, spring cleaning in March and paperwork in December, you won't be trying to figure out where you should organize next – the best way to do that is laid out for you. Find the Monthly Focus in the [Homekeeping Society Subscription](#) and the [Homekeeping Planner](#).

