

Personal Property - Cleaning Tips and Recommendations

- **PPE (Personal Protective Equipment)**
 - We strongly suggest that while performing any cleaning tasks that you take proper safety precautions. Recommended PPE would include:
 - Hand protection – latex gloves
 - Eye protection and respiratory protection (safety glasses and N95 mask)
 - Some type of smock or protective clothing
- **General Cleaning**
 - Start all cleaning tasks with the least aggressive cleaning method to achieve the desired results. These are only suggestions and are done at your own risk. Test cleaning a small area prior to cleaning the entire item.
- **Soft Goods (clothing, fabrics, handbags, shoes, etc)**
 - These items can usually be professionally dry-cleaned.
 - If the item can be laundered suggest the following actions one at a time:
 1. Vacuum item prior to washing (use a HEPA filtration device if possible).
 2. Add the following to your normal laundry detergent:
 - ½ cup of white vinegar on the first cycle
 - Normal detergent on the second cycle
 3. Use laundry scent boosters such as “Downey Scent Booster.”
 4. Launder with ½ cup of lemon juice.
 5. Launder with ½ cup of cheap vodka or rubbing alcohol.
 - If the item cannot be laundered, try using a carpet steam cleaner with minimal cleaning agent.
- **Hard Surfaces/Furniture (chairs, desks, glass, metals, etc.)**
 - Vacuum the item (using an HEPA filtration device if possible).
 - Use a mild soap or detergent. You can mix in 6 teaspoons of Tri-Sodium-Phosphate (TSP is an industrial cleaning agent available at stores like Lowes and Home Depot)
 - Rinse surface with clean water and allow to air dry (use a fan, if available).
 - If the item can be safely cleaned in a dishwasher, you may use that method.
- **Books and Paper Items**
 - Vacuum the item (using an HEPA filtration device if possible).
 - These types of items are best treated using a controlled, limited area, ozone process.
 - Another option is to place a few of the items in a bag and sprinkle with Arm & Hammer baking soda in the bag. Seal the bag up.
 - Repeat the vacuum process.
- **Electronics**
 - Make sure the device is powered down.
 - Vacuum the item (using an HEPA filtration device if possible).
 - Using compressed air and while vacuum is running, blow out any opening in the devices.
 - Wipe down exterior surfaces using a mild soap or detergent. You may mix in 6 teaspoons of Tri-Sodium-Phosphate (TSP is an industrial cleaning agent available at stores like Lowes and Home Depot). Q-tips, can be helpful in this process.
 - Rinse with clean water and allow to dry.
- **Items We Strongly Suggest You Throw Away**
 - Any food, candy, medicine (use environmentally safe practices), cosmetics or hygiene products, stuffed animals, pens, pencils, markers, plastic cups, nonmetallic eating utensils, cheap paper items like post-its, etc.
- **Testing** - After working in a smokey environment your sense of smell can become desensitized. A typical test to check for residual odors is to place the cleaned item in a plastic trash bag and seal the bag. After 24 hours, cut a 2” slit in the bag and place your nose in the slit. Check for a residual odor.