

HOUSING CULTURE

Moosdorfsrasse 7 - 9

„What´s your project at Moos?“

„How would you like to introduce yourselves to the Moos-community?

Welcome to Moos!

Living at Moos means creating our home within the environment. We share facilities with our neighbors and create spaces for interactions and gatherings.

We have a responsible approach towards the environment by keeping our shared spaces clean and respecting the boundaries of others.

It's important to adhere to the rules of the area. Since there is no dedicated service available, we rely on each other to maintain Moos. This includes cleaning up after ourselves, helping one another, identifying areas that require support, and seeking clarification when unsure about tasks.

We consider the well-being of everyone as our collective responsibility, fostering a trusting, open, and harmonious atmosphere. Despite not knowing each other individually, we form a close-knit community.

KITCHEN

The kitchen is the room to enjoy and share our food cultures: having breakfast, lunch, dinner and coming together to have fruitful conversations & exchanges.

Please remember that the kitchen is heavily used by the entire community, including yourself. While it is your personal kitchen, please adjust personal habits to the circumstances here. Cleaning the communal spaces is the responsibility of all tenants, regardless of the length of their stay. Please avoid leaving a mess for others to clean up.

BENEFIT BASE CONDITION

- Function of all kitchen appliances and facilities
- Clean surfaces
- Clean dishes
- Sorted food supply

GUIDELINE

- Clean pots, pans, large bowls, and wooden utensils immediately after use and put them away
- Do not use pans with metal cutlery, use wood or plastic. Cleaning only with soft sponge
- Rinse and place dirty dishes in the dishwasher
- Remember to empty the dishwasher when it's clean
- Clean up food scraps from the sink and drain to prevent clogging
- Empty trash bins when full and use fresh garbage bags
- Refer to the German trash system description provided in the kitchen
- Remove leftovers before leaving
- Put away food
- Dispose of garbage

two times per week

- Vacuum
- Clean surfaces
- Used glass + deposit
- Waste paper
- Garbage disposal

GENERAL CLEANING

Monday

3 People: _ _ _

- Tidy up
- Checking Defects
- Cleaning surfaces
- Checking + cleaning drawers
- Checking kitchen machines
- Cleaning freezer + refrigerator
- Cleaning floors

LIVING ROOM + LAUNDRY

The Living Room and Laundry is a place where you can relax, read, have tea, meet people, enjoy evenings but also do your laundry. There is one laundry machine and one dryer, to wash and dry your clothes and blankets.

BENEFIT BASE CONDITION

- Couch area is free
- Clean and cleared areas
- Tidy shelf structure
- Running laundry machine and dryer
- Empty laundry machines and dryer when it is not running
- gentle handling of the washing machine and dryer

GUIDELINES

- Clean up leftovers
- Tidy up shelf structure
- Checking laundry machine and dryer

GENERAL CLEANING

Monday

1 Person _

- Vacuum
- Clean up the room
- Clean surfaces

BEDROOM

This is your absolutely private and secure room. Since there are no keys for the rooms, respecting the privacy of the rooms is key and of utmost importance.

BENEFIT BASE CONDITION

- Covered clean bed
- Functioning furniture: table, shelves, bed, chair
- Clean floors and surfaces
- Functioning curtains
- Functioning Lamps

GUIDELINE

- You are responsible for regular cleaning.
- Report any damages to the head contact person so that we can find a solution together with Moos.
- Smoking, including the use of incense sticks, is not permitted.
- Please smoke outside and provide your own ashtray. Smoking inside may trigger the fire alarm.
- Ensure open windows are closed before leaving.
- Use appropriate power and voltage adapters for electrical outlets
- Familiarize yourself with Moos' basic rules and strictly adhere to them. You can find them in the kitchen area.

GENERAL CLEANING

Monday

- Cleaning surfaces
- Vacuum the floor

Check-out time is 10 am !

There will also be a joint check out with Facilities and our Residency Host. Together we will check on the condition of your room.

- Strip the bed and leave sheets and towels outside the door
- It is appreciated if you put fresh sheets on the bed
- Sweep and clean the floor and surfaces in your room
- Remove all personal items from the bathroom
- Move your personal food to the communal fridge and pantry in the kitchen
- Leave all spaces clean
- Report if anything has been damaged

Thank you for your cooperation!

BATHROOM

Please treat the bathrooms with care as they are of high quality. Remember that the bathroom is shared by the entire community, so adapt personal habits accordingly. As we don't offer cleaning services, please keep the bathroom clean and dry.

BENEFIT BASE CONDITION

- Dry wood surfaces and floor
- Clean toilets
- Clean sanitary equipment
- Clean towels
- Replacement toilet paper
- Clean Surfaces
- Boxes for your private care products

GUIDELINE

- Clean the wood around the bathtub and window sills, as well as the glass and windows, using a squeegee.
- Dry the floor after using the shower or bath.
- Clean the drain regularly and only dispose of toilet paper in the toilet.
- Keep your personal belongings organized and take them with you when you leave.
- Flush and clean after using toilet
- Checking and refill toilet paper
- Cleaning surfaces
- Checking towels

GENERAL CLEANING

Monday

2 People _ _

- Eliminate standing water on floors and wood surfaces
- Checking defects
- Tidy up leftovers
- Cleaning surfaces
- Cleaning sanitary equipment
- Cleaning floors
- Refill toilet paper
- Washing towels + new towels

Thank you for helping to maintain a pleasant environment.

CORRIDORS

The Corridors are an open space where we can meet, hang out, play games or install some art projects.

BENEFIT BASE CONDITION

- Open space
- Cleared table and chairs

GUIDELINE

- Clear up leftovers

GENERAL CLEANING

Monday

2 People _ _

- Vacuum
- Tidy up leftovers
- Clean surfaces
- Clean floors
- Checking infoboards

TERRACE + BALCONY

The Terrace and balcony are the places to stay outside, meet, eat and enjoy the sun.

BENEFIT BASE CONDITION

- Seating options
- Table
- Well kept plants
- Open space

GUIDELINES

- Tidy up leftovers and cigarettes

GENERAL CLEANING

Monday

1 Person _

- Broom clean floor
- Tidy up leftovers and cigarettes
- Checking furniture
- Caring plants

PLANTS

There are some wonderful plants in the rooms as well as on the terrace, which are happy about your care.

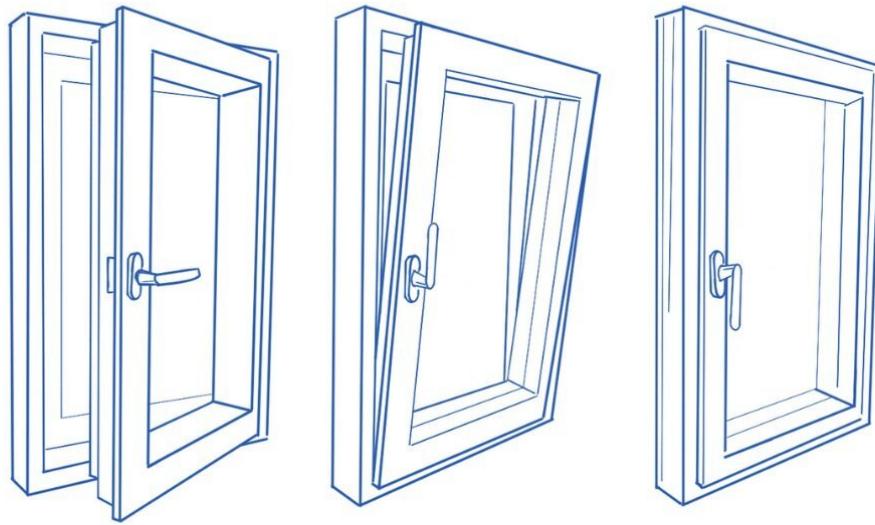
Every 5 days:

- check whether the soil is dry 1 cm below the surface
- Top up with fresh water
- You will find the equipment for watering on the terrace

- If the soil is still very moist, refrain from further watering.

Thank you for the plant care for a flourishing MOOS.

WINDOW



Tilt and turn windows have a single handle with three positions for different functions.

Turning the handle 90 degrees horizontally unlocks the window and allows it to swing open like a door, with hinges on one side.

Turning the handle an additional 90 degrees upwards disconnects one hinge and connects another, causing the window to tilt inwards from the bottom corners.

HALL

BENEFIT BASE CONDITION

- Clean open space
- Functional and clean toilet
- Light and building services work

GENERAL CLEANING

Monday

3 People _ _ _

- Comparison of current status and vision
- Vacuum
- Tidy up leftovers
- Check current installation
- Get rid of what's not needed

For each event:

- Clean up
- Vacuum
- Cleaning toilet

REAR HALL AREA

BENEFIT BASE CONDITION

- Clean open space
- empty space for modular application
- Install a proper storage system

GENERAL CLEANING

Monday

- Clean up
- Vacuum

SURFACE TREATMENT

Oiled wood surfaces

Stairs - walnut

steps + handrail: 1 x a year after oiling

Doors - oak

Periodically wipe with a damp cloth

Wooden structure - pine

Regularly wipe with a damp cloth

Horizontal surfaces: 1 x a year after oiling

Moroccan tiles

Basic cleaner acid-free alkaline

GARBAGE

GARBAGE

Over the whole week

1 Person _

DETAILED ONBOARDING:

- Garbage separation
- Times for Garbage disposal
- Bins indoor
- Bins outdoor

continuous

- Checking garbage everyday
- Full Bin bring downstairs
- Separate Garbage into right outdoor bin
- Cleaning dirty bins
- Refill empty bags

TYPES OF RECYCLING BINS

Standard recycling bins

You find these bins in your apartment building:

-  Blue bin (*blaue Tonne*)
For paper and cardboard. You can't use plastic bags for the blue bin.¹
Flatten cardboard boxes before you recycle them.
-  Yellow or orange bin (*Wertstofftonne*)
For plastic and metal containers, and containers with the *Grüner Punkt* logo.
-  Brown bin (*Biomüll*)
For biodegradable goods. It's used to make [biogas](#) and compost.² Don't use plastic or biodegradable bags, only paper bags.³
-  Grey bin (*Restmüll*)
Things that you can't sell, donate or recycle.
-  Glass recycling bins (*Glasiglus*) For glass containers that don't have a deposit (*Pfand*). In Berlin, you don't need to clean glass containers.⁴ If your building does not have glass recycling bins, [find them in your neighbourhood](#). There are 3 bin types:
 -  The *Braunglas* bin for brown glass
 -  The *Grunglas* bin for green, red and blue glass⁵
 -  The *Weißglas* bin for transparent glass

Other types of recycling bins

- Bottle return machines (*Pfandautomat*)
For [containers with a deposit \(Pfand\)](#). These machines are in most supermarkets, usually near the door.
- Battery recycling bins
For used batteries. These bins are in most [supermarkets, electronics stores](#) and [hardware stores](#), usually near the door. Rossmann and dm also recycle batteries.
- Electronics recycling bins
For used electronics and objects with the [WEEE logo](#). These bins are in electronics stores, hardware stores, and some supermarkets. – [More information](#)

RECYCLING CENTRES

Recycling centres accept almost everything. This is where you get rid of big items like construction materials, trees, furniture, appliances, carpets and mattresses.

<https://www.bsr.de/recyclinghoefe-20503.php?view=list>

Recyclinghof Asgardstraße

Recyclinghof Behmstraße

Recyclinghof Berliner Straße

Recyclinghof Brunsbütteler Damm

Recyclinghof Fischerstraße

Recyclinghof Plus Gradestraße

Recyclinghof Hegauer Weg

Recyclinghof Ilsenburger Straße

Recyclinghof Lengeder Straße

Recyclinghof Nordring

Recyclinghof Oberspreestraße

Recyclinghof Ostpreußendamm

Recyclinghof Rahnsdorfer Straße

Recyclinghof Ruppiner Chaussee

Mechanische Behandlungsanlagen Gradestraße

Blue Bin = Paper And Cardboard

Papiertonne - Für Papier und Pappe

Paper bin - For paper and cardboard
Poubelle à papier - pour papier et carton
Kağıt çöp bidonu - Kağıt ve karton için
Контейнер для сбора макулатуры – для бумаги и картона
حاربات الورق – الورق والكرتون



38

What Belongs In The Blue Bin?

- Newspapers
- Magazines
- Egg cartons
- Letters and Envelopes
- Carton Packaging (folded)

What Does Not Belong In The Blue Bin?

- Drink cartons = yellow bin
- Paper towels = black bin
- Dirty cardboard with food residues = black bin
- Large carton shipping boxes = special large carton containers on your neighborhood streets

Yellow Bin = Plastic And Soft Metal

Gelbe Tonne - Nur für Verpackungen

Yellow bin - For packaging only
Poubelle jaune – uniquement pour les emballages
Sarı çöp bidonu - Sadece ambalaj malzemeleri için
Желтый контейнер – только для упаковок
الحاويات الصفراء – للمعلبات فقط



40

What Belongs In The Yellow Bin?

- No-deposit plastic bottles
- No-deposit cans
- Milk and juice cartons/Tetra-packs
- Yogurt containers (pull the metal lid of the plastic container fully, as they get separated by machines and recycled differently)
- Drink cartons
- Aluminum foil
- Tins

What Does Not Belong In The Yellow Bin?

- Batteries = special containers (see below)
- Light bulbs = special containers (see below)
- Styrofoam = black bin

Green/Brown Bin = Organic/Bio Waste



What Belongs In The Brown/Green Bin?

- Coffee grounds and filters
- Eggshells
- Food leftovers
- Fruit and vegetables and their skin
- Waste from the garden, such as flowers, grass, leaves, etc.

What Does Not Belong In The Biotonne?

- Ashes = black bin
- General dirt = black bin
- Pet litter = black bin

Gray/Black Bin = Residual Waste



The German gray or black trash can (Restmüll) is for all other trash, including sanitary products with the below exceptions.

Glass Bottles



There are containers, where your glass bottles go, of course, separated by brown, white, and green glass.

What Is Pfand In Germany?

Pfand stands for deposit in German, and it refers to the bottle and can recycling system in Germany. When you buy certain bottles and cans in a supermarket or at a kiosk in Germany, you will pay a deposit (Pfand) on top of the product price. Once you return the empty bottle, you are refunded this deposit, and the bottles get recycled or reused.

Upon purchase, you can spot the Pfand on the shelf's price tag, as it is listed separately from the product price.

The Different Bottle Types And Deposits In Germany

There are two different types of Pfand in Germany.

Multi-Use Bottles (Mehrweg)

These bottles are usually made of glass or thicker plastic and will be refilled up to 50 times before they get recycled. Of course, there are strict health regulations for the refilling process. Multi-use bottles are:

- Non-alcoholic glass bottles
- Beer bottles
- Thicker plastic soft drink bottles
- Yogurt glasses

The deposit for these bottles varies between 8 to 15 cents per bottle and you can identify them by the following [logos](#) or words such as 'Pfand-Glas', 'Mehrwegflasche' or 'Mehrweg-Pfandflasche'.



Single-Use Bottles And Cans (Einweg)

These bottles and cans are only used once and are recycled upon return.

Ecologically they have a bigger impact than multi-use bottles. Single-use bottles and cans typically are:

- Less stable plastic bottles
- Cans

The deposit for these bottles and cans is always 25 cents each and you can identify them by the following [logos](#) or words such as 'Einweg' or 'Einwegflasche'.



Bottles With No Deposit

There are, of course, bottles with no Pfand as well. Bottles and cans without Pfand typically are:

- Wine bottles
- Spirit bottles
- Bottles from other countries
- Milk and juice containers (Tetra-Pack)

It would be best if you disposed of the milk and juice containers in your house's yellow trash. To dispose of the bottles, you should use the glass containers on the streets in your neighborhoods.

Special Waste Disposal In Germany

Schadstoffe - Abgabe beim Schadstoffmobil oder Recyclinghof

Hazardous waste - Hand over to hazardous waste collection vehicle or at recycling plant
Polluants - remise à un service d'enlèvement de déchets ou de recyclage de polluants

Zararlı maddeler - Zararlı madde aracına veya geri dönüşüm merkezine teslim edilir

Вредные вещества – сдача в пункт приема вторсырья или автомобиль для сбора вредных веществ

المواد الضارة – يتم تسليمها إلى السيارات الخاصة بالمواد الضارة أو مراكز إعادة التدوير



42

Electronics, Batteries And Light Bulbs

Please do not put electronics in your regular house trash. Instead, return them in dedicated locations to allow proper recycling.



This label on products indicates that they do not belong in your house trash, but need special recycling. The easiest way to return electronics and light bulbs is in your nearest electronics store, such as [MediaMarkt](#) and [Saturn](#), and hardware stores such as [Bauhaus](#) and [Hornbach](#).

You can also find batteries and light bulbs recycling bins in supermarkets such as REWE, Aldi, or dm.

Furniture And Bulky Items

 (0211) 830 99 0 99  www.awista.de  AWISTA App				
Abholung von Sperrmüll: <ul style="list-style-type: none"> Nur nach Anmeldung 	Anmeldung unter:    Der Abholtermin wird Ihnen direkt mitgeteilt.	Zum Sperrmüll gehören: <ul style="list-style-type: none"> Große Elektrogeräte Altholz (Möbel) Sperrige Haushaltsgegenstände Bitte separat bereitstellen.	Kein Sperrmüll: <ul style="list-style-type: none"> gefüllte Säcke, Kartons mit Kleinteilen Restmüll, Kartonagen, Altkleider Schadstoffe wie z.B. Farbeimer 	Bereitstellung: <ul style="list-style-type: none"> frühestens am Abend vor dem Abholtermin in verkehrssicherer, nicht behindernder Weise
 Bulky waste collection: <ul style="list-style-type: none"> By arrangement only 	Means of notification:    You will be notified directly of the collection date.	Bulky items accepted: <ul style="list-style-type: none"> Large electrical appliances Scrap wood (furniture) Bulky household items Please put out for collection separately.	Items not accepted: <ul style="list-style-type: none"> Bags and boxes filled with small items Non-recyclable waste, cardboard boxes, old clothes Harmful substances, e.g. paint pots 	Collection instructions: <ul style="list-style-type: none"> Do not put items out until the evening before the collection date Do not put items out in a place where they will cause an obstruction

Germans have a love-hate relationship with Sperrmüll. It translates to bulky trash and refers to furniture and any other big and bulky items (including big electronics, such as washing machines, refrigerators, and TVs) that do not belong or fit into the regular trash.

Why a love-hate relationship? Because some people living in Germany do not understand how Sperrmüll works, misuse it, and cause a mess by doing so. Wow, that didn't sound nice, let me explain.

The correct way of disposing of your old furniture and bulky objects is by signing up with your local garbage removal service. You tell them what you would like to dispose of, and they will notify you when they will come and pick it up. Usually, they give the same date to everyone in a neighborhood.

The evening before the pickup, everyone puts their stuff on the sidewalk in front of their house. For that night, your neighborhood looks like a mess, and there will be strangers digging through everyone's pile and putting things into their Sprinter cars for them to resell elsewhere.

The problem is that some people just put their stuff on the street, without notifying the local pick-up service, and it remains on the roadside for days or even weeks.

THANK YOU...

...for your respectful behavior - active participation and valuable support for maintenance for a successful further growing MOOS!