

Green Cleaning

Creating Policies and Programs that Work



Recognizing a Good Program

- Good internal leadership (internal champion)
- Proper documentation
 - Coffee stained MSDS sheets, one page policies
- Annual review of standards
- Internal training
- Well managed contractors

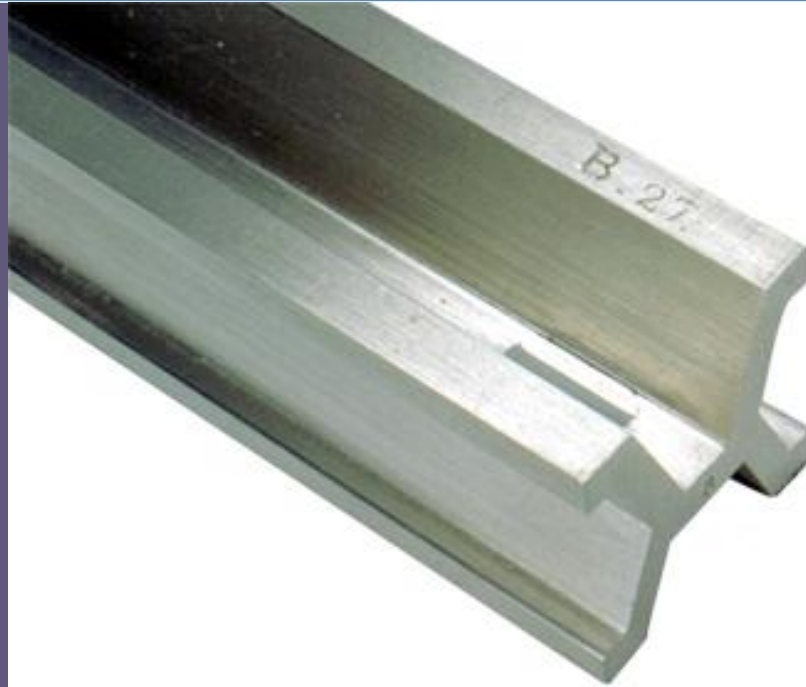
Changing an Existing Program



Conduct a Cleaning Audit

- Identify products and proper use
 - Proprietary mixing stations
- List and identify hardware (mixing stations, vacuums, carpet cleaners, etc.)
- Review staffing
- Finding and addressing problem areas

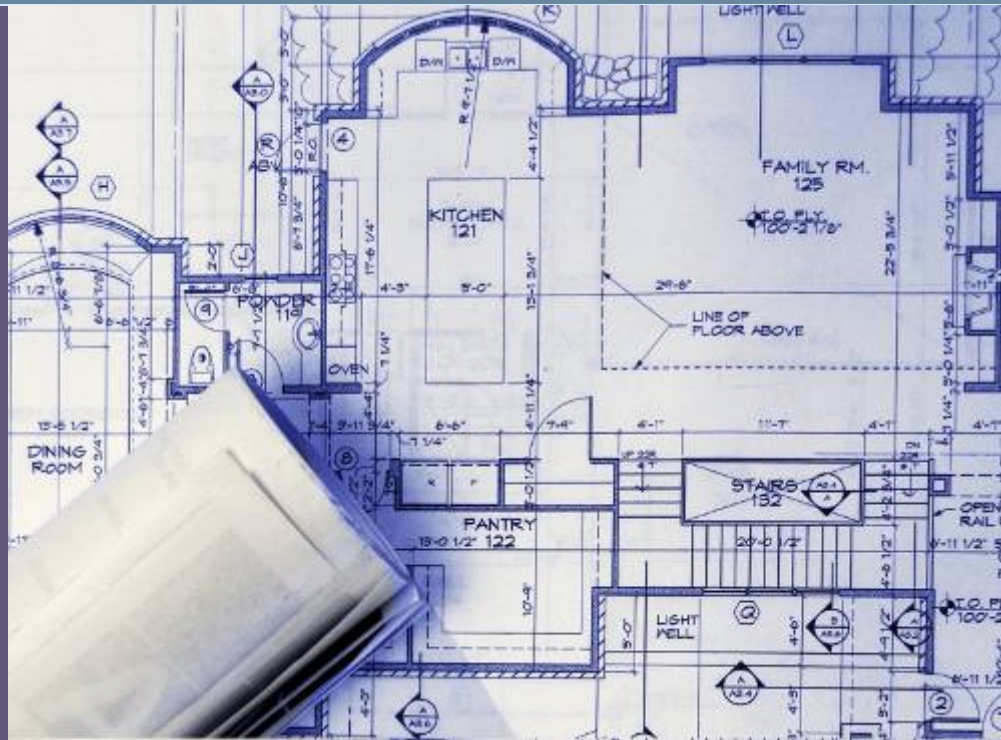
Standards



Green Cleaning Standards

- Green Seal
 - GS-1 (1st ed., Feb. 1992)
 - Tissue paper
 - GS-9 (1st ed., Jan. 1993)
 - Paper towels & Paper Napkins
 - GS-40 (1st ed., Nov. 2004)
 - Floor Care
 - GS-41 (1st ed., June 2006)
 - Institutional Hand Cleaners
 - GS-42 (1st ed., Sept. 2006)
 - Cleaning Services
 - GS-48 (in development)
 - Laundry Care
- Environmental Choice
- Carpet & Rug Institute Green Label
- South Coast Air Quality Board

Policies & Plans



LEED EB Policy Model

- Scope
 - Describe the facility management & operations processes, building components, systems, and materials to which the policy applies
- Performance Metric
 - Describe how the performance will be measured and evaluated
- Goals
 - Identify the goals that the building strives to meet by adhering to the policy

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LEED EB: O&M Policy Model

- Procedures & Strategies
 - Outline the procedures and strategies in place to meet the goals and intent of the policy
- Responsible Party
 - Identify the teams & individuals involved in activities pertaining to the policy
 - Identify & outline key task duties for the above teams & individuals
- Time Period
 - Identify the time period over which the policy is applicable

Green Cleaning Policy Requirements

- Standard operating procedures how system will be utilized, managed, and audited.
- Products meet Green Seal or equivalent
- Purchase of sustainable cleaning materials, products, and equipment
- Strategy for promoting hand hygiene
 - Washing and using alcohol based hand sanitizers
- Safe storage guidelines
- Staffing and training on hazards, disposal, and recycling
- Occupant feedback
- Continual improvement to evaluate new technologies, procedures, and processes.

Continuous Improvement

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Annual Review

- Institutionalize:
 - Policy Review
 - Documentation
 - Training
 - Monitoring of Industry Trends

Contact

Kevin Dick, LEED AP

Delta Institute

(312) 554-0900 x 18

kdick@delta-institute.org