



Green Cleaning Policy

RWK Services, Inc. is committed to providing a healthy and productive work environment consistent with USGBC and LEED principles. This policy outlines the specific cleaning practices which will maintain good indoor air quality, increase occupant health and comfort, assure a clean building, provide a healthy environment for the custodial crew and be fiscally responsible. These Policies are consistent with USGBC and LEED principles and meet the following Executive Orders:

Presidential Executive Order 13101 *Greening the Government*
Presidential Executive Order 13148 *Greening the Government through Leadership in Environmental Management*
Presidential Executive Order 13134 *Utilization of Bio Based Products*
Presidential Executive Order 12875 *Environmentally Preferable Products and Services*

Use of Green Cleaning Products

We use green products in multiple cleaning product categories (e.g. cleaning chemicals, janitorial paper products and powered equipment) which meet the guidelines for green cleaning products and practices based on nationally recognized programs such as the U.S. Green Buildings Council's *LEED for Existing Buildings Rating System*.

Green products are defined as, "*products that reduce the health and environmental impacts compared to similar products used for the same purpose*".

Cleaning Products meet one or more of the following standards for the appropriate category:

- ▶ Green Seal GS-37 or GS-8, for general-purpose, bathroom, glass and carpet cleaners used for industrial and institutional purposes.
- ▶ Environmental Choice CCD-110 or GS-34, for cleaning and degreasing compounds.
- ▶ Environmental Choice CCD-146 or GS-53, for hard surface cleaners.
- ▶ Environmental Choice CCD-148 or GS-8, for carpet and upholstery care.
- ▶ Disinfectants, metal polish, floor finishes, strippers or other products not addressed by the above standards meet one or more of the following standards for the appropriate category:
 - ▶ Green Seal GS-40 or GS-53, for industrial and institutional floor care products.
 - ▶ Environmental Choice CCD-112 or GS-53, for digestion additives for cleaning and odor control.
 - ▶ Environmental Choice CCD-113 or GS-53, for drain or grease traps additives.
 - ▶ Environmental Choice CCD-115 or GS-53, for odor control additives.
 - ▶ Environmental Choice CCD-147 or GS-53, for hard floor care.
 - ▶ California Code of Regulations maximum allowable VOC levels for the specific product category.

Disposable Janitorial Paper Products and Trash Bags meet the minimum requirements of one or more of the following programs for the applicable product category:

- ▶ Green Seal GS-01, for tissue paper, paper towels, and napkins.
- ▶ Green Seal GS-45, for plastic bags (in development).
- ▶ Environmental Choice CCD-104 or GS-44, for hand soaps, cleansers, and shower products.

Additionally, the following are specifications that will be added for product purchasing that is consistent with USGBC and LEED principles.

These recommended specifications are based on the following sources: US Green Building Council's *LEED for Existing Buildings Rating System (LEED-EBOM)*, Healthy Schools Campaign's *Quick & Easy Guide to Green Cleaning in Schools*, and Hospitals for a Healthy Environment's *10 Step Guide to Implement Green Cleaning in Healthcare*.

Janitorial Powered Equipment

Vacuum Cleaners shall meet the requirements of the Carpet & Rug Institute's (CRI) Green Labeled vacuums.

Carpet Extraction Equipment shall meet the requirements of the Carpet & Rug Institute's (CRI) CRI Bronze Seal of Approval at a minimum. Hot water extraction equipment shall be capable of removing sufficient moisture such that carpets can dry in less than 24 hours.

Automatic Floor Scrubbing Machines shall be equipped with variable-speed chemical feed pumps to minimize the use of cleaning chemicals OR shall clean without the use of added cleaning chemicals.

Floor Burnishers shall contain shrouds and active vacuum attachments to capture particles produced during use. Propane-powered floor equipment shall have high-efficiency, low-emissions engines. Battery powered equipment shall be equipped with environmentally preferable gel or comparable batteries.

Reporting on Janitorial Powered Equipment Documentation shall be provided to demonstrate compliance with these requirements. A log shall be kept for all powered janitorial equipment to document the date of equipment purchase and all repair and maintenance activities and include manufacturer's technical materials for each type of equipment in use in the logbook.