GREEN CLEANING AND MAINTENANCE

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Effective Cleaning & Maintenance
- Conduct routine inspections of school environment
- Develop a preventative maintenance plan
- Train cleaning/maintenance staff on protocols
- Ensure material safety data sheets (MSDS) are available to staff
- Clean and remove dust with damp cloth
- Vacuum using high-efficiency filters

What is Green Cleaning?
- It is not about the Product
- Focus is on Indoor Air Quality
- Defined Tasks and Frequency
- Balanced Workload

Sustainability
“If it does not make economic sense, it can not be sustainable”

Health & Safety First
- Indoor Air Quality
- Skin Contact areas - identified
- Training
Developing a Best Practices Model for Green Cleaning in Schools

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Why Green Cleaning in Schools?
According to the US EPA, buildings account for:
- 72% of US electrical energy consumption
- 38% of the nation's CO2 emissions
- 13% of total water consumed per day in the US
- 245 million tons of municipal solid waste; approximately 25% is recycled
- 90% of American's time spent indoors

Green Cleaning Program models should be based on:
• Indoor Air Quality
• Chemical Inventory Control
• Green Restrooms Designs
• Ergonomic Equipment
• Training, Training, Training
• Customer Input
• Measurable Results

What should the green cleaning focus be?
• Environmentally friendly and ergonomic cleaning processes;
• Utilizing industry recognized cleaning management tools/software to determine FTE and work assignments for custodial staff;
• Chemical inventory and equipment management;
• Providing a specific cleaning plan for each facility, and
• Ensuring quality building inspections

The overall cleaning service plan demonstrates our commitment to excellent customer service, providing a healthy and clean campus environment, promotion of workplace safety, and continuous training for our staff. How?
• Decrease worker contact with waste
• Decrease fatigue through proper cleaning techniques
• Demonstrate our commitment to workplace safety
• Reduce worker absenteeism
• Increase productivity and quality service

Green Cleaning at UGA:
A Best Practice Model

Unique Issues for Schools
• Increase in asthma and other respiratory ailments
• Use of schools as community facilities
• Increased use of schools for extended day programs
• Summer programs that last 5 to 8 weeks
• Increased scrutiny by parents and Boards of Education
• Pressure to hold the line on expenses
Suggestions Schools from the UGA model:

- **Find resources**: School administration should consider joining the sustainability professional organizations to develop best practices models and/or ideas.
- **Where can you start?**: Complete an inventory of current sustainability programs on your school campuses.
- **Get help!**: Network and collaborate with other departments throughout your school district to create a focus committee to make recommendations for short/mid-range sustainability projects.
- **Start small for success!**: Encourage both academic and operational units to determine “green” or environmentally sustainable goals within a set period of time that they can implement in their areas.
- **Involve your students!**: Develop service learning opportunities with your faculty/staff, invite classes to project meetings, provide opportunities for students and parents to get involved in the process.

Ways to engage initial employee interest

- Go to the website: [www.earth911.org](http://www.earth911.org) for household and office tips. **START SMALL**.
- Know the hazardous materials in your home or office and proper storage/disposal techniques
  - Ex: used motor oil, oil-based paint, auto batteries, gasoline and pesticides.
- Reduce your water and energy consumption: shorter showers; low flow water devices; turn off lights and electronic equipment
- **“Party Smart”** – use the Recycle mantra
  - “Reduce, Reuse, Recycle”
- Set up recycling bins for bottles/cans
- Ask guests to bring their own glasses/plates to reduce waste
- Buy products in bulk to reduce packaging materials

Green Office & Classroom Tips for Administrative Staff and Faculty

- **Lighting**
  - Whenever possible, use natural light instead of lamps.
  - Turn off the lights when you leave the room.
  - Trade incandescent light bulbs for compact fluorescent light bulbs. (They use up to 75% less electricity and last up to 10 times longer!)
- **Electronics**
  - Dress appropriately for building temperatures: bring a sweater.
  - Keep the thermostat in your classroom or laboratory at 76 in the summer and 70 in the winter.
  - When you buy a new computer, choose a laptop over a desktop (they use about 15-25 watts, compared to 300 watts!).
- **Saving Paper**
  - Re-use one-sided office paper for handouts. Saving paper can save energy!
  - When sending a fax, use a post-it instead of a cover letter.
  - Use the Print Preview feature in Word to check for stylistic mistakes prior to printing a document.
- **Other**
  - Use hot water in labs sparingly, if needed at all.
  - Carpool to work.
  - Report leaky faucets or toilets.

Local Sustainability Resources

- **UGA Sustainability**: [http://sustainability.uga.edu](http://sustainability.uga.edu)
- **Athens Libraries**: [www.libs.uga.edu/athens/organizations.html=Environment](http://www.libs.uga.edu/athens/organizations.html=Environment)
- **ACC Government**: [www.athensclarkecounty.com/publicutilities](http://www.athensclarkecounty.com/publicutilities)
- **Georgia Recycling Coalition**: [www.georgiarecycles.org](http://www.georgiarecycles.org)
- **Athens Clarke County Recycling Office**: [www.acc-recycle.org](http://www.acc-recycle.org)

Achieving Green Cleaning

“Cleaning that Protects Health Without Harming the Environment”
Cleaning for Health

What Cleaning Pro’s should know:

1. **Methods and Procedures** are at the heart of professional cleaning greater than ever before.
2. **Business and Management Skills** will make or break the professional cleaner.
3. **The Basic Sciences** need our attention, to justify why we clean the way we clean.
4. **Technology** in the form of new cleaning equipment and products is evolving at a rapid pace!

**Technology**

- Micro-Fiber
- Reduced Water / Foam Technology
- Chemical Free Stripping
- Recycled Products
- Hands Free High Performance Cleaning
- Activated Water Technology
- Air Purification Systems

Path to a successful transition…

The Traditional Approach

- Select a vendor partner who offers Certified Products and Education
- Develop a Green Cleaning Policy
- Document Green Cleaning Procedure
- Develop a Green Cleaning Policy

The Green Cleaning Approach

Breakout Session Q&A

- Review your actions and strategies that you would like to apply to your own work.
- Please be ready to discuss these actions in your own words.