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Date: Wed, Mar 14, 2012 at 4:18 PM

Subject: Green Cleaning Policy - Centennial Hall

To: Centennial Hall Unit Directors, Unit Program Assistants, Department Chairs and Operations Staff

Hello All,

UW-L Facilities Planning and Management (FPM) strives to design, construct and maintain sustainable buildings. To that end, we will operate Centennial Hall to achieve Leadership in Energy and Environmental Design (LEED) certification awarded through the U.S. Green Building Council. In support of LEED certification UW-L has developed and implemented a Centennial Hall Green Cleaning Program available for review through the [Green Cleaning](#) link.

Custodial staff will perform all cleaning services using green cleaning practices. Custodial staff is trained to use green cleaning chemicals, equipment and processes that benefit public health and the environment. The attached Green Cleaning Program Fact Sheet provides more information about the Centennial Hall Green Cleaning Program.

FP&M encourages you to use green cleaning practices inside your office/suite. To that end, a green cleaning product, microfiber towels and safety equipment is being made available to all departments/suites. To assure optimal indoor air quality, you shall not order or use other cleaning chemicals, air fresheners, bug sprays or comparable hazardous or potentially hazardous materials in Centennial Hall. Contact [me](#) for proper management of these surplus cleaning supplies.

When the green cleaning supplies are delivered to your office, they will be accompanied by the attached proper use instructions and additional safety information (i.e., Material Safety Data Sheet). Contact your building custodian for replacement microfiber towels and refills of your cleaning agent.

Benefits of a green cleaning program

Health benefits for building occupants: Most people spend 90% of their time indoors, forcing them to be exposed to the chemicals that are used in buildings. The chemicals used in cleaning products have been associated with a variety of potential adverse health effects. Instituting a green cleaning program helps to improve indoor air quality, which in turn improves healthy working and learning conditions for all building occupants.

Health benefits for custodial staff: Custodial staff spends a fair portion of their work day with cleaning products. Cleaning chemicals may cause health problems for custodians. The U.S. Environmental Protection Agency (EPA) Janitorial Products Pollution Prevention Project (JP4) estimates that the average janitor uses about 23 gallons of chemicals per year, of which 25% are hazardous. Switching to green cleaning products and processes decreases the overall use of chemicals and hazardous products, which decreases risk of injury to custodians.

Environmental benefits: Cleaning products contain many ingredients that can produce harmful environmental effects. For example, volatile organic compounds (VOC's) contribute to photochemical smog and poor indoor air quality. A second example includes the use of phosphates and nitrates that enter our waterways where they promote excessive growth of algae. As algae die the decomposition process depletes the water of available oxygen, causing the death of other organisms, such as fish.

UW-L's Green Cleaning Program reduces potential adverse safety and health effects for custodial staff and building occupants. In addition the Program reduces the ecological impact by reducing overall cleaning chemical volume and toxicity.

In advance, thank you for supporting the Green Cleaning Program in Centennial Hall. Please forward this information to Centennial Hall faculty/staff within your department/suite and feel free to contact me with your questions.

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Regards,

Dan Sweetman
Environmental Health, Safety and Sustainability Program Manager

E-Mail Attachments

Centennial Hall Green Cleaning Program Fact Sheet

The UW-La Crosse (UW-L) Green Cleaning Program operates under the simple rule to clean to protect health without harming the environment. The program uses environment friendly cleaning products, equipment and methods that are healthier for building occupants and custodial staff.

How does Green Cleaning work?

Green Cleaning chooses environment friendly cleaning products, methods and equipment that improve the health of building; and that means more than just substituting for chemicals. The process includes preventing soil from entering the building, using efficient cleaning methods to reduce chemical use, using efficient product dilution control systems, contributing to indoor air quality by selecting high filtration vacuum cleaners and minimizing waste by utilizing reusable microfiber towels.

Many of the cleaning products used in UW-L's Green Cleaning program are certified by Green Seal™ or EcoLogo™; both are independent, non-profit certification programs, which have become the leading eco-labels for the U.S. cleaning industry. Environmentally preferred products typically contain only the agents and chemical compounds needed to clean, without unnecessary additives, such as fragrances and color.

A Greener Future!

The success of Green Cleaning is spreading quickly. UW-L joins many local and state governments, schools, universities, businesses and private organizations throughout the country in leading the conversion to green cleaning programs. It is becoming widely recognized that properly focused building cleaning can be both environmentally responsible and an important contributor to building occupant health.

Thank you for supporting the Green Cleaning Program in Centennial Hall.

Dan Sweetman
Environmental Health, Safety and Sustainability Program Manager
University of Wisconsin - La Crosse

Instruction Sheet on Proper Use of Cleaning Products and Equipment in Centennial Hall

The techniques of green cleaning aren't significantly different from those employed in traditional cleaning. Green cleaning focuses on reducing potential negative exposures to human health and the environment.

First and foremost, use the following safety precautions when cleaning your suite.

- Make sure you read the entire label on the chemical spray bottle and understand its hazards prior to use. For additional safety information, read the attached Material Safety Data Sheet (MSDS) or contact the UW-L Environmental Health and Safety Office at 785-6800.
- Wear chemical protective goggles and disposable nitrile gloves when using any cleaning product.
- Wash any skin exposed to chemical splash and wash your hands when done using cleaning products.
- Seek medical attention for splash exposure into your eyes.
- To reduce airborne contamination, spray cleaning product onto rag and wipe surface.
- Food or other items for consumption should be removed from the cleaning area or placed in containers to prevent contamination.
- Do not mix cleaning chemicals with anything other than water.
- **Contact your building custodian for replacement microfiber towels and refills of your cleaning agent.**

Use the provided microfiber towels instead of paper towels. Microfiber towels will bind more contaminants and can be laundered and reused repeatedly. Microfiber towels reduce cleaning costs and the volume of generated waste.