



CONNECTICUT COLLEGE

Sustainable Operations Practices

Adopted by the Connecticut College President and Senior Administrators: **May 19th, 2015**

These practices are provided to reduce the environmental, social and fiscal impacts caused by operating and maintaining facilities (including water, energy, and chemical use, the generation of a wide variety of wastes, and the purchase of materials). The practices apply to operations and maintenance activities in all campus facilities. The majority of facility maintenance and operation falls within Facilities Management; however, other offices and departments throughout the College should follow these practices.

Implementation and Performance Measurement

Individual departments and offices, particularly those within Facilities Management, are responsible for ensuring that their activities follow these practices. The Office of Sustainability and the Sustainability Steering Committee will support compliance and performance over time as part of their regular sustainability assessment and reporting activities. These bodies will also assist offices and departments with issues including compliance, exceptions to practices, and outreach and training activities. These practices shall be made available to relevant staff members and posted publicly on the Connecticut College Sustainability website. The College recognizes that in certain extraordinary circumstances, these practices may not provide necessary services or level of control. In those instances, departments involved will use their discretion in choosing operations and maintenance materials and activities that minimize environmental, societal and economic impacts.

Practices

All buildings, facilities, and sites on campus shall be maintained and operated as follows:

- Every facility certified under Leadership in Energy and Environmental Design (LEED) shall maintain LEED Existing Buildings: Operations and Maintenance (EBOM) certification or equivalent practices, with the goal of a certification level equal to its initial LEED-NC (New Construction) certification level. New or renovated facilities without LEED-NC certification shall also pursue LEED-EBOM certification or equivalent practices.
- All new and renovated facilities, with or without LEED-EBOM certification, shall have an operations and maintenance plan that provides guidelines for compliance with the practices described here.
- All buildings shall be operated in compliance with established schedules and set points for heating, ventilation, and air conditioning (HVAC), lighting, and other major electrical and mechanical systems, when those established practices exist.
- Facilities Management and the Office of Sustainability shall conduct a building-level review of energy, water and other resource use and performance biannually, with depth of analysis dependent on available data and metering technology.
- The College shall engage in retro-commissioning, monitoring-based commissioning, and energy audit activities as specified in the Connecticut College Sustainability Plan.
- The College shall take advantage of utility rebate programs whenever practical.

Grounds and Hardscape Management

The College strives to use best management practices to reduce impacts on the surrounding site and natural area, including mitigation of potential impacts resulting from chemical, energy, and water use, and waste generation. The Sustainable Land Management Policy should be consulted for more information.

The College shall:

- Replace conventional equipment with lower-impact alternatives when practical.
- Choose equipment to minimize or recycle wastes.



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- Maintain drainage facilities, including clearing of downspouts, gutters, roof drains, and other drainage issues.
- Assess loose soil, drainage issues, and other risks during wet periods.
- Manage organic waste on campus hardscape as defined in the Waste and Recyclable Management Plan.
- Use seeding and mulching, when appropriate, to manage erosion.

Cleaning

Building cleaning is a vital process in maintaining the College's facilities. The following guidelines will be used to minimize any undesired effects (environmental, social, economic):

- Buildings, sidewalks, and other hardscape shall be cleaned only as often as needed to maintain health, safety and appearance.
- Cleaning products, including water, shall be used efficiently to reduce cost, resource use, environmental impact and impact on health.
- The College will develop a Sustainable Cleaning Program consisting of a cleaning plan for each facility. Each plan will include specification of products, equipment, procedures and cleaning frequencies that are designed to use best management practices, as affordable, to provide good environmental stewardship.
- The College has determined that Green Seal-Certified Products are, in general, the preferred options, with exceptions made on a case-by-case basis.

Building Maintenance

The College will follow best management practices using available technologies to minimize harmful environmental impacts, such as:

- Minimize use of chlorofluorocarbons (CFC) refrigerants.
- Reduce wasteful use of water and other resources.

Waste and Recyclable Management

Facilities Management will develop and implement a waste and recyclable management program by building and for the entire campus with input from the Office of Sustainability. This includes management of wastes such as ongoing consumables, durable goods, and the wastes associated with regular operations, maintenance, construction, and demolition activities.

Indoor Environmental Quality

In order to foster healthy and productive environments within buildings on campus, the College will use the following guidelines when using items that can affect indoor air quality, where applicable:

- Adhesives and sealants will have volatile organic compound (VOC) contents that are within Environmental Protection Agency (EPA) guidelines
- Paints and coatings have VOC emissions not exceeding VOC and chemical component limits of EPA guidelines
- Non-carpet floor finishing meets the requirements of Green Seal -37
- Carpet meets requirements of Carpet and Rug Institution (CRI) Green Label Plus Carpet Testing Program and carpet cushion meets requirements of CRI Green Label Testing Program
- Composite panels and agri-fiber products contain no added urea-formaldehyde resins



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Integrated Pest Management (IPM)

In support of the College's commitment to minimize the use of pesticides on campus, the following guidelines will be used to control pests:

- Indoor pests (including insects, animals, invasive plants, and fungi) shall be controlled in a way that protects the surrounding environment and human health, such as the use of least toxic chemical pesticides and minimized use of chemicals.
- Activities including inspection and monitoring of facilities, evaluation of the need for pest control, sanitation and other means of managing pest attractants, and structural maintenance and repairs shall be regularly scheduled.
- If the need for chemical controls is established, substances shall be used only in targeted locations and for targeted species in order to minimize their use.
- Substances used shall be the least toxic options that are available, effective and affordable.
- Any cleaning products used as part of a pest management program shall be in accordance with the College's Sustainable Cleaning Program.
- Facilities Management and the Office of Sustainability may determine additional qualifications.