

University of West Georgia (UWG)

Green Housekeeping Program

Green Housekeeping Statement of Purpose

The University of West Georgia (UWG) is committed to providing a healthy indoor environment for the occupants of all our buildings that is conducive to learning, while establishing and maintaining a clean, safe, and productive work place.

Our green cleaning program reduces chemical exposures and supports positive outcomes.

- Protecting students and other building occupants' health, thereby putting our students in a better position to learn.
- Protecting the health of custodial staff who work closely with the cleaning supplies.
- Protecting the environment by reducing the release of potentially hazardous chemicals.

Training Requirements and Procedures

- All custodians are to be educated on the use of products upon their hire, and once per year thereafter.
- All custodians are to attend annual HAZCOM trainings where required.
- All custodians receive training in the use, maintenance, and disposal of all cleaning products, dispensing equipment, and packaging.
- All custodians are to receive annual chemical safety training.
- Training records of all staff are maintained by the custodial superintendent and available for review upon request.

Cleaning Chemicals

UWG is committed to all best practices and guidelines such as purchasing Green Seal, EcoLogo, or Safer Choice certified products and/or cleaning solvents that are biodegradable, phosphate-free and citrus-based. Whenever practical, and where there use will not compromise quality of service, UWG will purchase green cleaning products.

In 2015, UWG piloted an on-sight cleaning chemical generation program called Orbio. The generation uses water softener pool salt pellets, water and electricity to produce two cleaning products. One product is for general purpose cleaning (glass, elevators, counters, floors and carpets) the other product is a disinfectant made up of a hypochlorous solution. UWG uses these

products in our own spray bottles, mop buckets, carpet cleaners and powered equipment. UWG has fully adopted this system and has eliminated several (“Non-Green”) products, and replaced them with Orbio solutions. The Orbio system reduced chemical purchase costs; task activity costs, and saves on energy because it requires “cold water only”.

Paper Products, Hand Soap

In addition to the green cleaning products, all paper products (toilet paper and hand towels) and hand soap in restrooms, kitchens and labs are also “Green Certified” or “EcoLogo Certified”.

Cleaning Equipment

UWG also added Green Cleaning Floor Care practices, to include Green Certified Equipment (described below) in our program. Below are some exciting new pieces of equipment, which help us to provide green cleaning services.

- **Tennant Auto Scrubbers (T3, T5 – Using FAST and eco H20)**
These floor scrubbers provide daily / nightly maintenance to all hard floor surfaces to eliminate the need for tugging mop buckets and swinging mops in large open spaces. In addition, both machines use ONLY our Orbio on-site generation solutions or water for our cleaning purposes – therefore providing a reduction in chemical costs, and require less impact physical labor for our cleaning team members.
- **Windsor Clipper 12 Extractors**
These machines used in the carpet maintenance program across campus. They are CRI Platinum Seal of Approval as being ‘green equipment’.
- **i-mop**
The i-mop is battery operated and solves the problems of floor cleaning systems by combining the flexibility of a floor mop with the power and speed of industrial scrubber driers. Floors are clean and dry in a matter of minutes.
- **Windsor Sensor XP Vacuums**
Used in all carpet maintenance across campus. They are CRI Bronze Seal of Approval as being ‘green equipment’. HEPA filters for improved air quality.
- **ProTeam Supercoach Back Pac Vacuums**
Used in numerous locations / applications to include carpet maintenance care, and stairwell maintenance. Green Seal Certified / HEPA filters for improved air quality.
- **NaceBack Battery Pac Vacuums**
Used in numerous locations / applications to include elevators, stairwells and dining facilities. These units are lightweight, ergonomic, quite compared to traditional vacuums and include HEPA filters for improved air quality.

- **Kaivac Low Pressure No-Touch Cleaning System**

No-Touch Cleaning systems thoroughly removes soils and other contaminants that mops and wipes leave behind, eliminating odors and reducing the risk of contamination. Studies show that No-Touch Cleaning systems are up to 60 times more efficient in removing bacteria from grout lines than mopping, which is more likely to spread contamination. Most importantly, the cleaning solution always stays fresh because soiled water goes into a separate tank.

Cleaning Supplies

UWG deploys a wide array of microfiber cleaning cloths, dust mops and wet mops. Microfiber cloths are eco-friendly, because they reduce water usage (both while cleaning and in avoided laundry loads), the use of cleaning products, and the use of paper towels or other disposables, and they thoroughly remove dust, allergens, and bacteria than a regular cloth. The microfiber used in cleaning cloths is made from a combination of two synthetic polymers—polyester and polyamide (which is nylon).

Color	Used For
Blue	Windows and Mirrors
Yellow	Bathrooms
Red	Dusting
Green	General Purpose

Trash Collection and Recycling

Custodians replace trashcan liners once they become ‘soiled’, to reduce restocking costs, and assist in the reduction of plastic waste. By using the bag more than one, the process is recycling in its truest form. In addition, custodial combines efforts with the Auxiliary Services Recycle West team, and collect cardboard, and office paper in every building. A commercial vendor picks up these materials, as well as, aluminum and plastics for off-site recycling programs.

Quality Assurance Efforts

To ensure that we are meeting the expected cleanliness levels of the University interior areas, custodians are trained and equipped with test strip kits (pH and Chlorine) so they can verify the quality of their cleaning solutions on a weekly basis. Quality assurance (Q&A) inspections are completed monthly. All inspections are graded, and items marked as “needs attention” or “unsatisfactory” are tabulated per category. Categories with five or more marks indicates additional universal training occur in this particular area. Custodians with ten or more individual marks indicates that the custodian needs to be re- trained.

EXAMPLE INSPECTION REPORT

SUMMARY

The following areas had over five hits for either needs improvement or unsatisfactory:

Area of Concern	Number of Hits	Training Recommendations:
ENT Doors	8	Develop training on how to properly clean entrance ways, emphasizing door, mats, sidewalks and windows. https://www.wipeout.ie/blog/entrance-way-cleaning.html https://www.wipeout.ie/blog/entrance-way-cleaning.html https://www.kaivac.com/a-677-Grand-Entrance-Entryway-Cleaning-for-Business-Success
ENT Mats	6	Same as above. (SAA)
ENT Sidewalks	6	SAA
ENT Windows	9	SAA
RR Vents	8	Emphasis the importance to always look up when cleaning to catch the vents
HW Baseboards	6	Develop a training class on properly cleaning baseboards in hallways. https://www.wikihow.com/Clean-Baseboards
SW Handrails	7	Develop a training class on properly cleaning handrails. https://www.wikihow.com/Clean-Handrails
HW Furniture O Furniture	6 6	Develop a training class on properly cleaning furniture. https://www.wikihow.com/Clean-Furniture

The following people require re-training in basic custodial procedures.

Misty Mop, Donald Duster, and Carol Cloth.