

University of Washington Facilities Services  
Custodial Division

## 'Green' Cleaning Guidelines

To: New and Current Employees

As the management of the Custodial Division, we are constantly reminded of the special obligations, and unique rewards, arising from University custodial work. We are a service organization that takes our mission seriously, and it is very important that our clients are satisfied with our performance. As a member of the Facilities Services Custodial Division, you provide necessary, valued services to the University of Washington.

This document provides additional guidelines for being in compliance with Leadership in Energy and Environmental Design (LEED) requirements. Your Supervisor and Manager are available (if you find it necessary) to answer questions regarding 'Green' Cleaning Policy.

Below is a list of environmentally preferable cleaning products and equipment that are currently used by Custodial Division. Using other cleaning products is strictly prohibited.

### I. Products and Equipment

#### 1. Cleaning Products:

The 3M Twist'n Fill system features a single compact dispenser designed to accurately mix and dispense a wide range of concentrated cleaning chemicals. Only cold water will be used.

- 3M Twist 'n Fill #1 Concentrated – Glass Cleaner (Green Seal Certified)
- 3M Twist 'n Fill #3 Concentrated – Neutral Cleaner (Green Seal Certified)
- 3M Twist 'n Fill #4 Concentrated – Bathroom Disinfectant Cleaner (Green Seal Certified)
- 3M Twist 'n Fill #8 Concentrated – General-Purpose Cleaner (Green Seal Certified)
- Johnson Wax Professional Stride, Citrus Neutral Cleaner (Green Seal Certified)
- Procyon, soap free and odor free carpet cleaner detergent, Indoor Air Quality (IAQ) approved.

2. Floor Finish:

- Vectra High-Performance Floor Finish - manufactured by Johnson Diversey, meets California Code of regulations low VOC (Volatile Organic Compounds) cleaning products.

3. Paper Products:

Manufacturer: Kimberly-Clark; Brand: Scott

Paper Towel: meets EPA standards with 40% post-consumer recycled content.

Toilet Tissue: meets EPA standards with 20% post-consumer recycled content.

4. Other products:

- High-density trash liners

5. Equipment:

- Microfiber (oil-free) dust-mops.
- ProTeam backpack vacuum with four-level filtration.
- Versamatic upright vacuum cleaner.
- Whirlmatic 20 Ultra, burnishing machine with air filter and dust collection bag.
- Battery-powered Floor Burnishers with built-in dust collector.
- Battery-powered Auto-scrubber with F.A.S.T. (Foam Scrubbing Technology) which uses less water and detergent (uses 1 tablespoon of water to clean more than 10.75 sq.ft.).

## **II. Recycling Program**

- Floor pads are recycled until they are unusable.
- Recycled knit rags
- Comet launderable wet mops
- Micro-fiber Dust mops
- Twist 'n Fill containers
- Other recycled commodities (papers, cardboards, plastic, glass)

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