



**Chilliwack
School District**

Green Housekeeping Plan

May 2012

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Introduction

The indoor environment has a direct affect on an individual's health and well-being. Studies have shown that better indoor air quality results in lower absenteeism and improved student achievement¹. Poor indoor air quality can produce health effects in occupants ranging from headaches and dry eyes to nausea, dizziness and fatigue or more serious organ damage and even cancer². High quality indoor air is a result of good air circulation and exchange, proper temperature and humidity control and control of airborne contaminants, odours and dust. School District #33 (Chilliwack) recognizes the importance of providing a safe, clean and healthy facility for all students, staff and visitors of our schools, as such we have developed this Green Housekeeping Plan to ensure that our intent has been met.

Intent

To reduce exposure of building occupants and maintenance personnel to potentially hazardous chemical, biological and particulate contaminants which adversely affect air quality, human health, building finishes, building systems and the environment.

Statement of Purpose

In the maintenance of our schools we shall maximize the amount of pollutants extracted and minimize the exposure of students, staff and visitors to potentially harmful contaminants. This shall be achieved through the:

- Design and operation of the School's HVAC system;
- Specification of environmentally friendly finish materials (e.g., low VOC paints);
- Training of Custodial personnel on a regular basis in the hazards, use, maintenance, disposal and recycling of cleaning chemicals, dispensing equipment and packaging;
- Purchase and implementation of sustainable cleaning materials and products;
- Use chemical concentrates with appropriate dilution to minimize chemical use wherever possible.

Cleaning Program

All Custodial staff shall receive training for maintenance and disposal of cleaning chemicals, the operation of dispensing and cleaning equipment and proper use of labels. Custodians are provided with examples and are given direction of low-impact environmental cleaning practices including step-by-step instructions for the proper dilution, disposal and use of products and equipment (Easy Steps). Custodial staff shall be provided with access to personal protective equipment required to do their job in a safe and effective manner. Manufacturer's Material Safety Data Sheets and labels shall be displayed in full view in each main janitorial closet. All Custodians shall receive professional development for Workplace Hazardous Material Information Systems (WHIMS) and Health & Safety procedures on a regular basis. Custodial work shall be evaluated by supervisory staff on a regular basis to ensure adherence to district cleaning procedures and standards using a computer based data collection system "Internet Mobile Auditing Program". This process will allow for continuous monitoring of the Green Cleaning Program as well as indicating areas that require further training and or implementation of new methods and/or equipment.

¹ (Olson, & Kellum, 2003)

² (Culver, Feinberg, Klebenov, Musnokow, & Sutherland, 2002)

Feedback shall be provided from Custodians in order to continue to improve upon the School District's Green Cleaning initiatives.

Sustainable Cleaning Products

All cleaning products and consumables products used must qualify under one or more of the following standards:

- Green Seal™ Standard GS-37;
- Environmental Choice EcoLogo™;
- GREENGUARDSM;

- California Code of Regulations Title 17 Section 94509.

Unacceptable Products

Any product classified as unacceptable must be approved by the Manager of Custodial Services or designate.

- Petroleum-based solvents;
- Products containing ethylene diamine tetraacetic acid;
- Products containing nitrilotriacetic acid;
- Products containing glycol ethers;
- Products containing phenolic compounds and surfactants;
- Phenolic compounds and surfactants;
- Products containing butyl chemicals.

Exceptions

Staff may face non-routine housekeeping demands which require extraordinary effort or procedures such as with the removal of the evidence of lubricants, permanent marker, biological waste and others, in such circumstances the use of non sustainable qualified cleaning products may be required and deemed acceptable upon review of the Manager of Custodial Services or designate.

Scope

This policy is concerned with routine daily housekeeping activities for all buildings and associated grounds of the Chilliwack School District. This policy is currently in effect, and has a continuous period of operation, with annual or semi-annual reviews by the Manager of Operations.

References

Culver, A., Feinberg, M., Klebenov, D., Musnokow, J., & Sutherland, L. (2002). *Cleaning for Health: Products and Practices for a Safer Indoor Environment*. New York, NY, USA: Inform, Inc.

Olson, S.L., & Kellum, S. (2003). *The Impact of Sustainable Buildings on Educational Achievements in K-12 Schools*. Madison, WI, USA: Leonardo Academy Inc.

WorksafeBC Regulations

Safe Work Practices for Custodians

Appendix A: MSDS

Copies of MSDS sheets are available on the district web page as part of the Custodial Manual. MSDS may also be accessed through the online retrieval system “MSDS Fetch”. Procedures to access Fetch are included in the Chilliwack School District Health and safety program.

District Health and Safety Manual Web Address:

<http://www.sd33.bc.ca/staff/resources/health-safety>

Custodial Manual - MSDS

<http://www.sd33.bc.ca/staff/resources/custodial>

Easy Step Card

<http://www.sd33.bc.ca/sites/default/files/Easy%20Steps%20Cards.pdf>

Appendix B: Training Procedures

All District custodial Staff must possess a Building Service Worker Certificate. As new products and methods are introduced training for all staff will be initiated. All areas cleaned will have an "Easy Step Card" outlining the safety procedures, cleaning method and chemicals to be used.