

ABM GreenCare®

Green Cleaning Program
LEED Certification Support Documentation for
Towson University



Provided by: ABM Janitorial Services

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Purpose

Provide a Facility Maintenance Service Program that includes effective cleaning while maintaining and promoting an environmentally responsible janitorial maintenance plan.

The intent of this program is to maximize ABM's cleaning efficacy and efficiency while minimizing the environmental impact of the program, ensuring any potential health risks related to indoor air quality, chemical exposure, particulates and/or biological contaminants related to the janitorial maintenance of the building are minimized or eliminated.

To ensure the objective is met, ABM with Towson University will implement procedures that follow industry standards related to sustainable cleaning operations. These procedures include:

- High Performance Cleaning Program
- Vulnerable Site Population
- Custodial Effectiveness Audit
- Sustainable Chemicals and Cleaning Materials
- Sustainable Tools and Equipment
- Entryway Systems and Maintenance
- Solid Waste Management: Ongoing Consumables
- Indoor Integrated Pest Management

Scope

This Facility Maintenance Service Program shall apply to all normal and customary cleaning activities performed by ABM during their execution of services in an academic campus building. The program applies to various buildings at 8000 York Road in Towson, MD.

Definitions

Green Cleaning – Effective cleaning which protects health without harming the environment. Utilizing products and services that reduce the health and environmental impacts when compared to similar traditional products and services used for the same purpose.

Green Seal – A 501 (c)(3) nonprofit organization that provides science-based environmental certification standards for products and services.

<http://www.greenseal.org>

Environmental Choice - Started by the Government of Canada in 1988, the EcoLogo^M Program is a certification program designating products and services for their environmental leadership.

<http://www.ecologo.org/en/>

USGBC – The United States Green Building Council is a non-profit composed of leaders from every sector of the building industry working to promote buildings that are environmentally responsible, profitable and healthy places to live and work. <http://www.usgbc.org>

LEED – Under the direction of the USGBC, the Leadership in Energy and Environmental Design (LEED) Green Building Rating SystemTM is the nationally accepted benchmark for the design, construction, and operation of high performance green buildings.

Microfiber – Cloths, mops and dust covers constructed in a blend of 80/20 ratio of polyester/polyamideams comprised of wedge-shaped polyester filaments with a core of nylon. The extremely small wedge-shaped filaments follow surfaces, lift dirt and through the capillary effect between the filaments and nylon core create a high absorbency effect allowing cleaning and polishing to occur simultaneously.

CRI Green Label – Certification program from the Carpet and Rug Institute that certifies carpet, cushions, adhesives and vacuum cleaners to enhance product longevity and enhanced Indoor Air Quality.

CRI SOA (Seal of Approval) – Certification program from the Carpet and Rug Institute is designed to ease concerns about the perceived difficulty of cleaning carpets and helps identify superior carpet cleaning products and systems.

EPP (Environmentally Preferable Product) – A product or service that has a lesser or reduced impact on human health and the environment when compared with competing products or services that serve the same purpose.

Vulnerable Populations – Persons identified as having increased susceptibility to chemicals, poor indoor air quality, etc. (i.e. – Children).

Responsibilities

ABM's responsibility will include management of its cleaning and janitorial maintenance services with overall risk reduction in mind and promoting a safe and effective work environment, while minimizing environmental impact.

All operations must meet federal and local regulatory requirements at a minimum.

Green cleaning practices will be used in development and selection of contractual requirements and specifications and include detailed processes and procedures. The results of following these processes and procedures shall be documented as required to show evidence of their successful implementation.

The concepts of green cleaning shall, as they apply in each instance, be used in other related tasks whenever possible, such as construction clean up.

Standards, product registrations, and sustainable cleaning practices are constantly evolving. ABM will strive for continual improvement in performance and environmental achievement.

Green cleaning policy is defined by the 'ABM GreenCare® Cleaning and Janitorial Maintenance Plan' included in this standard.

References

U.S. Green Building Council, "LEED for Existing Buildings: Operations and Maintenance", 2008

U.S. Green Building Council, "LEED 2009 for Existing Buildings: Operations & Maintenance", 2009

<http://www.usgbc.org>

Green Seal Product Certification:

Industrial & Institutional Cleaners (GS-37)
Green Facilities Operation and Maintenance Criteria (GS-39)
Industrial & Institutional Floor-Care Products (GS-40)
Industrial & Institutional Hand Cleaners (GS-41)
Tissue Paper (GS-01)
Paper Towels and Paper Napkins (GS-09)

<http://www.greenseal.org/>

Environmental Choice Product Certification:

Environmental Choice CCD-110
Environmental Choice CCD-146
Environmental Choice CCD-148
Environmental Choice CCD-112
Environmental Choice CCD-113
Environmental Choice CCD-115
Environmental Choice CCD-147
Environmental Choice CCD-082
Environmental Choice CCD-086
Environmental Choice CCD-104

<http://www.ecologo.org/en>

Carpet and Rug Institute:

Green Label/Green Label + Program
Seal of Approval Program

<http://www.carpet.rug.com>

ABM GreenCare® Cleaning and Janitorial Maintenance Plan

High-Performance Cleaning Program

The High-Performance Cleaning (HPC) program goal is to reduce the 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, by implementing, managing and auditing cleaning procedures and processes. The reduction of the environmental impact of cleaning products, disposable janitorial paper products, trash bags and the cleaning equipment used is a crucial component of the program.

ABM's HPC program includes the creation of an appropriate staffing plan that, at a minimum, details the ability to successfully complete the contractual requirements of the client while adhering to industry standard sustainable cleaning operations. The use of concentrates, wherever feasible, will be implemented with appropriate dilution control systems ensuring the proper mixing of cleaning products to minimize use. Training is a critical aspect of any janitorial maintenance plan and shall include detailed direction on the proper use, safety, maintenance, disposal and recycling of cleaning products, dispensing equipment and packaging.

The products used in general cleaning, hard floor care and carpet care must be effective and meet the health and sustainability criteria demanded by today's ever changing environment. These products include, but are not limited to, general purpose cleaner, bathroom cleaner, hand soaps, glass cleaner, degreasing compounds, carpet/upholstery cleaner, floor stripper and floor finish. Additionally, the products relating to disposable janitorial paper products and trash liners shall meet client performance requirements and meet the sustainability requirements for post-consumer and total recovered content. Training is a critical aspect of any janitorial maintenance plan and shall include detailed direction on the proper use of these products with occupant and ABM personnel safety in mind.

Sustainable janitorial tools and equipment are vital to ABM's HPC program. Working closely with our suppliers ABM ensures that the tools and equipment in use are appropriate and effective for the task, while meeting current sustainability requirements related to particulate capture, water/chemical efficiency, operator ergonomics and safeguards that mitigate potential building damage. In addition to following currently established guidelines, ABM continually investigates emerging trends for innovation in all of the aforementioned categories.

Vulnerable Populations

Vulnerable site populations are to be identified to ensure adequate precautions are in place relating to the janitorial maintenance plan. The client will determine the appropriate manner in which vulnerable site populations are initially identified, updated as population changes occur and notified of janitorial maintenance operations that may affect those populations. ABM GreenCare® is designed with vulnerable site populations in mind, however at each site will review the products, equipment and processes in place related to cleaning to ensure vulnerable site populations are protected.

Custodial Effectiveness Audit

In order to ensure that the cleaning procedures are properly implemented and the cleaning specifications are appropriately matched to the client's expectations, ABM will conduct an APPA Custodial Effectiveness audit with the client's representative. The audit will include a walk through that evaluates a representative sample of the building and a space study.

Sustainable Chemicals and Cleaning Materials

To reduce the environmental impact of cleaning products, disposable janitorial paper products and trash liners ABM implements and maintains a sustainable purchasing program of Environmentally Preferable Products (EPP) and certified products. ABM may not control the purchase of all of the items listed below that are used in the building. Whenever possible, concentrates dispensed from closed dilution systems must be used as alternatives to open dilution systems or non-concentrated products. Concentrates, properly diluted on site reduce the environmental impact of the chemical program relating to transportation, packaging and storage. ABM employees who dispense chemicals from the dilution system are properly trained in use, maintenance and disposal of the chemicals and packaging and logs documenting that training will be used.

General cleaners, glass cleaners, bathroom cleaners and carpet cleaners shall meet one or more of the following standards:

- Green Seal GS-37
- Environmental Choice CCD-110
- Environmental Choice CCD-146
- Environmental Choice CCD-148

Disinfectants, metal polish, floor finishes, floor strippers or other products not addressed by the above standards shall meet one or more of the following standards:

- Green Seal GS-40
- Environmental Choice CCD-112
- Environmental Choice CCD-113
- Environmental Choice CCD-115
- Environmental Choice CCD-147
- California Code of Regulations maximum allowable VOC levels for the specific product category

Hand soaps shall meet one or more of the following standards:

- No antimicrobial agents except where required by health codes and other regulations (i.e. – food service, health care)
- Green Seal GS-41
- Environmental Choice CCD-104

Disposable janitorial paper products shall meet the minimum requirements of one or more of the following standards:

- U.S. EPA Comprehensive Procurement Guidelines
- Green Seal GS-09
- Green Seal GS-01
- Environmental Choice CCD-082
- Environmental Choice CCD-086
- Janitorial paper products derived from rapidly renewable resources or made from tree-free fibers

Plastic trash liners shall meet the minimum requirements of one or more of the following standards:

- U.S. EPA Comprehensive Procurement Guidelines
- Liners less than 0.70 mil thick
- Liners of a biodegradable design and less than 0.70 mil thick

ABM will maintain a log detailing the total annual purchases of products that meet the above requirements and submit copies of these logs to the client.

Sustainable Tools and Equipment

The equipment used has a significant impact on our performance and environmental impact within the facility. Beyond improving the Indoor Air Quality (IAQ) and maximizing our productivity, these equipment choices benefit our employees through ergonomic design, reduced sound levels and safety. In situations where the current equipment has not reached its end-of-lifecycle, establishing regular preventive maintenance, emptying or replacing the vacuum bags at half full and having proper ventilation in battery charging locations improves the positive environmental impact and is aimed at reducing occupant and employee health risks. Once the equipment has reached its end-of-lifecycle the replacement equipment is purchased from our ABM GreenCare® Standard Equipment list. The equipment that is on our ABM GreenCare® Standard Equipment list meets the following requirements:

Vacuumping Equipment

- Carpet and Rug Institute Green Label/Green Label+/Seal of Approval certified
- Capture 96% of particulates at .3 microns and operate with a sound level less than 70 dBA at operator's position
- Battery-powered vacuums are equipped with environmentally preferable gel or AGM batteries
- Ergonomically designed to minimize vibration, noise and operator fatigue
- Mark resistant bumpers or wheels to prevent damage to building surfaces

Carpet Cleaning Equipment

- Carpet and Rug Institute Seal of Approval certified
- Hot water extraction equipment (if used) is capable of removing sufficient moisture to allow carpets to dry in less than 24 hours
- Battery-powered carpet equipment is equipped with environmentally preferable gel or AGM batteries
- Ergonomically designed to minimize vibration, noise and operator fatigue
- Mark resistant bumpers or wheels to prevent damage to building surfaces

Hard Surface Floor Equipment

- Equipped with vacuums, guards and/or other devices for capturing fine particulates (Active filtration preferred over passive filtration).
- Operate with a sound level less than 70 dBA at operator's position.
- Propane-powered equipment has high-efficiency, low emission engines with catalytic converters and mufflers that meet the California Air Resources Board (CARB) or EPA guidelines and operate with a sound level of less than 90 dBA at operator's position.
- Automated scrubbing machines are equipped with variable-speed feed pumps for optimum use of cleaning fluids. Scrubbing machines that use tap water only, with no added cleaning products, are preferred.
- Battery-powered floor equipment is equipped with environmentally preferable gel or AGM batteries.
- Ergonomically designed to minimize vibration, noise and operator fatigue.
- Mark resistant bumpers or wheels to prevent damage to building surfaces.

ABM shall keep a log of all powered cleaning equipment in use detailing the date purchased and all maintenance and repair activities including the manufacturer's specification sheets detailing the compliance with the above requirements.

Wherever possible, microfiber cloths, dusting tools and flat mop systems are preferred. By virtue of its design, microfiber gathers dust and dirt more effectively and with its high absorbency rate allows for both cleaning and polishing to occur. In order for this to occur the microfiber, when soiled must be exchanged for a clean microfiber. Proper training and reinforcement is required to ensure associates fold and re-fold cloths to efficiently use 8 cleaning sides and exchange flat mops and dust sleeves in a timely manner. ABM has adopted the following microfiber color coding to reduce the likelihood of cross-contamination:

- Blue Cloths – For use on restroom counters, fixtures, mirrors, damp dusting etc.
- Red Cloths – For use on toilets, urinals, etc. only
- Red/Red Trimmed Flat Mops – For restroom floors only
- Green Cloths – For general cleaning
- Green Dust Sleeves/Mitts – For general dusting
- Green Flat Mops – For general sweeping and damp mopping

Additional colors are available when necessary (i.e. – Food preparation areas, health care) however care must be taken to ensure that too many color choices do not complicate the process. Laundering considerations will be addressed on a site by site basis.

Entryway Systems and Maintenance (Indoor Pollutant Source Control)

To reduce the amount of dirt, dust, pollen and other particulates from entering the building appropriate entryway systems (grilles, grating, matting) are to be in use and maintained regularly. In addition to the permanent entryway system, supplemental matting may be required during times of inclement weather to ensure adequate protection of occupants as well as the building surfaces at the direction of building management.

ABM is responsible for the daily and periodic deep cleaning of the entryway systems following the procedures outlined in our ABM GreenCare® procedures manual. ABM will maintain a log detailing the entryway systems maintained and the maintenance performed and submit copies of the log to the client.

Solid Waste Management: Ongoing Consumables

Solid waste reduction and recycling helps reduce the amount of material going into the landfill or incineration facilities. ABM will work with building management and their recycling company to ensure the proper collection, segregation and storage of recyclable materials on site. In the event that the recyclable materials have been contaminated with non-recyclable items, ABM shall notify the client to determine the proper course of action. Training is a crucial aspect of any janitorial maintenance plan and shall include detailed direction on the proper collection, segregation and storage of recyclable materials.

Indoor Integrated Pest Management

Pest prevention is everyone's responsibility. Simply removing the food sources, water and shelter that attracts pests is the first step in an environmentally sensitive integrated pest management program. ABM employees are trained to not store food or drinks in the janitorial closets and/or storage areas as well as to keep these areas tidy with as little clutter as possible. ABM will work with building management to establish an appropriate notification program to report leaking faucets/fixtures to reduce the availability of water that attract pests.

Trash that contains food and/or liquid is to be removed promptly from the building in accordance with the specifications. While removing the trash from the building, ABM employees try to minimize the time that the exterior door is open to reduce the opportunities for pests to gain access to the building. Once removed from the building the trash will be stored in approved containers designated by building management ensuring that the covers, doors or lids on the dumpsters/compactors are closed properly. In the event that the covers, doors or lids are not adequately containing the trash, building management will be notified to address the issue.

Following our ABM GreenCare® procedures manual, proper cleaning and sanitization of areas in which food is prepared and consumed protects occupant health and eliminates the items that attract pests.

Building Exterior and Hardscape Maintenance

The exterior maintenance activities of commercial buildings can be completed in an environmentally responsible manner while maintaining the aesthetics and safety desired. ABM may not perform or participate in the exterior cleaning-related maintenance activities. In the instances that ABM does perform or participate in the exterior cleaning-related maintenance activities, this plan is to provide guidance in completing those tasks in a safe and environmentally preferable manner.

Sidewalk/Courtyard cleaning is to be performed as infrequently as possible while still maintaining the site appearance and minimizing safety issues. Where possible, activities that minimize water consumption and decrease runoff are to be deployed (i.e. – use automatic scrubbing machines with squeegee recovery instead of pressure washing). Cleaning chemicals used on the building exterior and hardscape should meet the IEQ Credit 3.3 guidelines by category.

Gas powered equipment should be serviced according to manufacturer specifications to minimize fuel consumption and emissions and records of this service will be maintained. Wherever possible, traditional gas-powered equipment (pressure washers, blowers, etc.) used for the exterior maintenance activities should be replaced with battery or corded electric models.

Snow and Ice Removal

Snow and ice removal in an environmentally responsible and safe manner requires a multi-pronged approach based upon the facility, the climate and resources available. If it is possible to effectively and safely close unnecessary pathways, sidewalks, parking areas etc. and therefore eliminate the need to use ice melters in those areas it is desirable as this reduces the overall use of ice melters and allows ABM personnel to focus time and materials on a smaller area. For those areas requiring snow removal, anytime that the snow can be effectively removed without chemicals with shovels, blowers or sweeping it is best. These methods should be deployed as soon as possible before the snow can be compacted by foot and vehicle traffic, resulting in the need for de-icing chemicals.

When conditions create the need for de-icing chemicals (freezing rain, wet snow, sleet, compacted snow, etc.) the ice melter(s) are to be used in a manner consistent with the manufacturer's specifications. When possible, applying small amounts of the ice melter or anti-icing compound before the snow and ice accumulate can prevent the heavy build-up that requires significant amounts of material and labor to remove. The ice melters work by creating a brine that breaks the bond of the ice to the sidewalk or road, allowing physical removal of the ice. Whenever possible, use less toxic de-icing chemicals such as potassium chloride, magnesium chloride or anhydrous sodium acetate. Regardless of the de-icing chemical used a properly setup spreader for pellets or sprayer for liquids is to be used to ensure even distribution and overall less de-icing chemical applied.

The mechanical equipment used in removing snow and ice must be well maintained to ensure that it is in proper working condition before the winter season starts. In addition to preventive maintenance suggested by the manufacturer all equipment should be examined and tested several months before the winter season.

Appropriate cold weather clothing, shoes, gloves and protective equipment is to be provided for workers. Initial training and refresher training is to be given prior to the winter season emphasizing the proper techniques for snow removal, equipment and chemical usage and warning signs related to frost bite, hypothermia and other cold weather safety concerns.



ABM greencare®
for facilities, inside & out

PROCESS MANUAL

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Sustainable Cleaning Operations

ABM GreenCare® is specifically designed to minimize the environmental impact of facility cleaning operations and improve indoor air quality. Wherever possible, ABM will implement the use of procedures and products that meet current requirements to improve the overall sustainability of daily, interim, and restorative custodial cleaning methods, including Green Seal certified and environmentally preferable products.

The overall goal of the program is to reduce the 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.

The procedures outlined in this manual will be utilized by all cleaning personnel on site. The operational procedures will be managed by ABM supervisors and documentation of procedures and results will be provided to the property owner/manager upon request.

All ABM personnel will be trained in the proper use, storage and disposal of all products and equipment used in the program. Training records and documentation of training will be provided to the property owner/manager.

Safety

Current Material Safety Data Sheets on all chemicals used on-site will be kept on file and will be available for review at any time.

Personal Protection Equipment (PPE) will be provided, according to law for all cleaning procedures. Specific requirements are outlined in the procedures section including:

- Eye protection: Glasses, goggles, face shield as directed in the MSDS
- Hand protection: Appropriate gloves as directed in the MSDS
- Dust masks: Appropriate respiratory devices as directed in the MSDS
- Proper footwear: Appropriate slip resistant footwear as directed in the MSDS and/or ABM Safety Guidelines
- Barricade Equipment/Signage: Control/Advise pedestrian traffic around known hazards with barricade equipment and wet floor signage
- Biohazard waste containers: Don't touch or remove unless trained and directed to do so by the supervisor

Safety training is part of all product and procedure training including Hazard Communication, prevention, response, and reporting.



ALL CLEANING PERSONNEL WILL BE TRAINED ON THE FOLLOWING PROCEDURES:

- Safety
- Entryway Maintenance
- Hard Floor Care
- Chemical Mixing and Dilution
- Chemical Use, Storage and Disposal
- General Cleaning
- Restroom Care
- Carpet Care
- Tools and Equipment

Training

ABM's GreenCare® training program addresses all cleaning procedures in the following format:

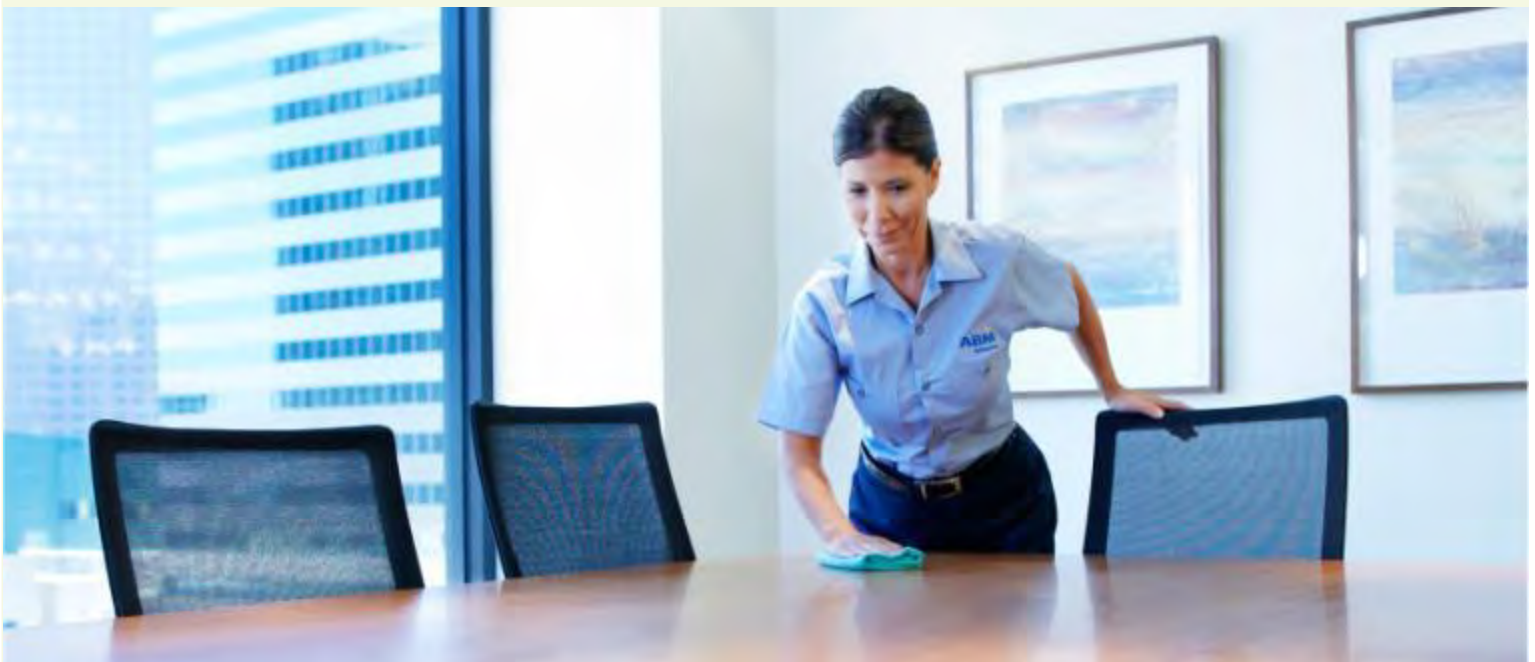
Safety: creating the safest work environment for the procedure(s)

Tools: having the right tools available for the procedure(s)

Execution: the procedures to get the job done right the first time

Pride: inspection follow-up to be sure the work is completed

- ABM GreenCare® reference cards go with ABM personnel to the job-site as a ready resource for proper completion of work.
- Sign-in sheets will be used for all training sessions
- ABM GreenCare® cards and wall charts will be used to support field operations





FLOOR CARE PROCEDURES

Entryway Systems

Indoor air quality and environmental impact start at the door. Entrances to any building require routine cleaning procedures and specialized materials (matting) to capture dust and dirt before it gets spread through the building.

Grit, primarily sand and salt, will work its way down into carpet causing the carpet to wear prematurely, and abrades floor finish leading to increased maintenance and materials costs, and increased contaminants inside the building. Proper soil and grit control is essential. Appropriate matting, properly placed and maintained, is a key component of the routine maintenance system. Preventing soil, grit and moisture from entering the building reduces cleaning time and labor requirements. Matting should cover a combined minimum of 10 linear feet including exterior scraper matting/grating; foyer scraper/absorbent matting and interior absorbent matting.

Entryway and Matting Maintenance

Safety

- Use appropriate Personal Protection Equipment as directed by the manufacturer MSDS
- Place wet floor signs and appropriate barricade equipment.
- Proper slip resistant footwear is required whenever damp mopping the floor or cleaning/extracting walk off mats.

Procedures

1. Empty trash cans and ash urns; clean as required.
2. Use general purpose cleaner, sprayed on wiper cloth to clean doors, door handles, and kickplates; use glass cleaner for windows.
3. Sweep exterior sidewalk and entryway daily.
4. Vacuum matting daily.
5. Sweep/vacuum and damp mop under matting weekly or as required.
6. Shampoo, extract or pressure wash matting monthly or as required.



Carpet is a preferred flooring material because it can be aesthetically more pleasing than hard surface flooring, it lowers sound levels, and it hides dirt. Because it has depth and will trap and hold soils, it can be a source of indoor air quality concern. Deep-down soils can also damage carpet fibers leading to premature wear and replacement.

ABM implements a complete carpet care program starting with entryway maintenance and matting, and continuing with proper vacuuming, spotting and extraction for deep-down soils. When extracting, ABM will pre-spray with detergent solution and rinse with the extractor with clear water wherever possible. Use ABM GreenCare® approved pre-spray and extraction (as needed) detergent.

Vacuuming

Use ABM GreenCare® approved vacuums which operate with a sound level of less than 70 dBa. Vacuum bags are to be changed when half full to ensure optimum particulate capture and removal.

Safety

- Inspect vacuum cord; do not use if damaged; report to supervisor.
- Do not run over the cord.
- Do not pull plug from outlet by tugging cord.

Procedures

1. Remove large debris.
2. Inspect bag and replace as required.
3. Move vacuum back and forth, overlapping strokes.
4. Turn and vacuum in opposite direction to lift nap.
5. Don't bump into furniture legs and corners.
6. Use attachments for corners and baseboards.
7. Note spots and stains and report to supervisor.

Spot Cleaning

Safety

- Use appropriate Personal Protection Equipment as directed by the manufacturer MSDS.
- Place wet floor signs and appropriate barricade equipment.

Procedures

1. Remove solid soils with a scraper.
2. Identify type of soil causing spot and select appropriate spotting detergent.
3. Apply spotter to spot area. Use scraper to work spotter toward center.
4. Blot with microfiber cloth.
5. Extract residual soil and detergent.
6. Repeat steps 3-5, use secondary spotter if necessary.
7. Repeat blotting until stain is removed.
8. Always rinse with water and blot or extract with spotting equipment.

Extraction Cleaning

To minimize environmental impact, use ABM GreenCare® approved Pre-Spray and Extraction detergents.

Safety

- Use appropriate Personal Protection Equipment as directed by the manufacturer MSDS.
- Inspect vacuum cord; do not use if damaged; report to supervisor.
- Do not pull plug from outlet by tugging cord.
- Place wet floor signs and appropriate barricade equipment.
- Proper slip resistant footwear is required whenever extraction cleaning.

Procedures

1. Remove furniture from area to be cleaned if possible.
2. Remove large debris.
3. Vacuum area to be extracted.
4. Dispense cleaning solution and fill tank of extractor.
5. Pre-spray heavy traffic areas, spots and stains.
6. Run extractor over area, overlapping passes; turn 90° and extract again.
7. Don't let carpet get too wet.
8. Allow carpet to dry thoroughly.
9. Vacuum carpet when dry. Replace furniture.



Finished, hard floor (e.g. vinyl tile, terrazzo, etc.) provides a very durable surface that can be periodically restored to new condition. The restorative process must be done properly to prevent negative impacts on indoor air quality. ABM will utilize products and procedures that reduce the amount of chemicals used and the related cost and disposal. Certain hard floor types (e.g. – ceramic) can be maintained without floor finish, and when this is feasible it is preferred.

Dust Mopping

To best improve indoor air quality and minimize environmental impact, use ABM GreenCare® approved vacuums and microfiber flat mops on floors for dust mopping.

Safety

- Use appropriate Personal Protection Equipment as directed by the manufacturer MSDS.

Procedures

1. Vacuum and remove walk-off mats.
2. Remove large debris from floor (use scraper for gum and stuck-on debris).
3. Use flat mop, preferably microfiber flat mop or vacuum with hard-floor attachment.
4. Mop/vacuum at an angle away from the wall.
5. Mop with same leading edge without lifting mop or moving backwards.
6. Overlap passes.
7. Sweep towards the exit.
8. Use brush and dustpan for corners and to remove sweepings.

Damp Mopping

To reduce environmental impact, use an ABM GreenCare® approved neutral cleaner for daily mopping, unless otherwise specified.

Safety

- Use appropriate Personal Protection Equipment as directed by the manufacturer MSDS.
- Place wet floor signs and appropriate barricade equipment.
- Proper slip resistant footwear is always required when damp mopping.

Procedures

1. Remove walk-off mats.
2. Remove large debris from floor.
3. Dust mop floor, preferably with a microfiber flat mop.
4. Select approved detergent.
5. Mix cleaning solution into bucket; attach wringer; select cleaning mop.
6. Dip mop into cleaning solution and wring.
7. Break large areas into several smaller 10'x10' areas with mop.
8. Mop in an overlapping pattern.
9. Change mop when soiled.
10. Change cleaning solution when dirty.

Auto-Scrubbing

To reduce environmental impact, use an ABM GreenCare® approved neutral cleaner for daily cleaning, unless otherwise specified.

Safety

- Use appropriate Personal Protection Equipment as directed by the manufacturer MSDS.
- Place wet floor signs and appropriate barricade equipment.
- Proper slip resistant footwear is always required when auto-scrubbing.

Procedures

1. Dust mop floor, preferably with a microfiber flat mop.
2. Select approved detergent and dispense cleaning solution into auto-scrubber.
3. Select and install pads or brushes.
4. Single-scrub with auto-scrubber, dispensing and picking up cleaning solution in one pass; overlap passes.
5. Mop corners and edges manually and remove any extra solution (if required).
6. Empty and rinse auto-scrubber solution tanks.

Burnishing

To improve air quality, ABM will only burnish finished floors and will only use burnishers that have dust-control systems.

Safety

- Use appropriate Personal Protection Equipment as directed by the manufacturer MSDS.
- Place wet floor signs and appropriate barricade equipment.
- Proper slip resistant footwear is always required when damp mopping.

Procedures

1. Dust mop floor, preferably with a microfiber flat mop.
2. Damp mop, preferably with a microfiber flat mop, or auto-scrub.
3. Use only approved burnishers; select and install burnishing pad.
4. Burnish the floor in straight lines, overlapping passes.
5. Flip pad when soiled on one side; replace when soiled on both sides.
6. Dust mop floor, preferably with a microfiber flat mop.

Deep-Scrub Before Recoat:

Using Mop/Bucket/Wringer, Floor Machine, Wet Vac

To minimize environmental impact and reduce material use, ABM minimizes stripping frequency by emphasizing lower impact scrub and recoat floor care methods. Scrub and recoat will only be performed as required.

Safety

- Use appropriate Personal Protection Equipment as directed by the manufacturer MSDS.
- Place wet floor signs and appropriate barricade equipment.
- Proper slip resistant footwear is always required when scrubbing and recoating

Procedures

1. Remove walk-off mats.
2. Remove large debris from floor.
3. Dust mop floor, preferably with a microfiber flat mop.
4. Select approved detergent.
5. Mix cleaning solution into bucket; attach wringer; select cleaning mop.
6. Apply liberal amount of solution to floor.
7. Select and position pad on floor machine; scrub floor overlapping passes.
8. Scrub corners and edges with edge pad/brush.
9. Pick up scrubbing solution with wet vacuum.
10. Rinse floor with clean water and clean mop.
11. Damp mop backwards covering your tracks.
12. Allow to completely dry before applying finish.

Deep-Scrub Before Recoat:

Using Auto-Scrubber

To minimize environmental impact, reduce material use, ABM minimizes stripping frequency by emphasizing lower impact scrub and recoat floor care methods. Scrub and recoat will only be performed as required.

Safety

- Use appropriate Personal Protection Equipment as directed by the manufacturer MSDS.
- Place wet floor signs and appropriate barricade equipment.
- Proper slip resistant footwear is always required when scrubbing and recoating.

Procedures

1. Remove large debris from floor.
2. Dust mop floor, preferably with a microfiber flat mop.
3. Select approved detergent.
4. Dispense cleaning solution into auto-scrubber.
5. Select and install pads or brushes.
6. Double-scrub with auto-scrubber, dispensing and scrubbing cleaning solution without picking up solution; overlap passes.
7. When entire area has been scrubbed, make final pass scrubbing and picking up solution.
8. Scrub corners and edges with edge pad/brush.
9. Allow floor to completely dry before applying finish.

Floor Stripping

To minimize environmental impact, ABM will reduce the frequency of stripping by emphasizing good daily maintenance, utilizing scrub/recoat finish methods, and performing stripping only as needed. When stripping, use ABM GreenCare® approved floor stripper, unless otherwise specified. The choice of stripper may depend upon the previous finish applied.

Safety

- Notify building occupants when stripping is scheduled.
- Schedule during off-peak hours.
- Adjust schedule to accommodate anyone with sensitive needs.
- Properly ventilate the area.
- Use appropriate Personal Protection Equipment as directed by the manufacturer MSDS
- Place wet floor signs and appropriate barricade equipment.
- Proper slip resistant footwear is always required when stripping floors.
- To avoid skin irritation, take special precaution to avoid contact between this cleaning product and clothing.

Procedures

1. Remove large debris from floor.
2. Dust mop floor, preferably with a microfiber flat mop.
3. Select approved stripper.
4. Mix stripper according to label instruction into bucket; filling halfway.
5. Apply stripping solution liberally to floor with mop.
6. Allow solution to dwell for the manufacturer's recommended time (typically a minimum of ten minutes); do not let dry.
7. Select and position pad on floor machine or auto-scrubber and scrub floor overlapping passes, removing finish.
8. Pick up solution with wet-vac or auto-scrubber.
9. Dispose of stripper slurry according to local code.
10. Select neutralizer and dilute in clear water in bucket and/or auto-scrubber.
11. Damp-mop/auto-scrub floor with neutralizer.
12. Allow floor to completely dry before applying finish.

Floor Finishing

To minimize environmental impact, use ABM GreenCare® approved floor finish unless otherwise specified.

Safety

- Use appropriate Personal Protection Equipment as directed by the manufacturer MSDS.
- Place wet floor signs and appropriate barricade equipment.

Procedures

1. Floor must be deep-scrubbed or stripped, properly rinsed and completely dry prior to finish application.
2. Pour finish into lined bucket.
3. Using finish mop saturate mop with finish and lightly press into wringer being careful not to cause excessive foaming.
4. Outline area to be finished, applying finish with mop.
5. Apply finish in a "figure-8" motion, filling in the outlined area; covering any missed spots.
6. As mop dries, re-saturate with finish and lightly press into wringer being careful not to cause excessive foaming and continue.
7. Allow 30-45 minutes of dry-time between coats; actual time will vary based upon air flow and humidity levels.
8. For Scrub/Recoat apply 1-2 coats of finish, for Strip/Refinish apply 4-6 coats of finish.
9. Discard liner and unused finish; never mix leftover and new finish.
10. Thoroughly rinse finish mop to ensure no finish is left in the mop.





BREAK ROOMS & CAFETERIAS

Proper cleaning and sanitization is crucial in areas where food is prepared and consumed to protect occupant health and eliminate the items that attract pests. By employing the proper cleaning steps and products used pesticides used to control pests can be significantly reduced and sometimes eliminated in these areas.

Safety

- Use appropriate Personal Protection Equipment as directed by the manufacturer MSDS.
- Do not put hand in trash or push down on trash.
- Never combine two chemicals.
- Spray chemicals with a coarse/stream setting to reduce airborne irritants.
- Lift with your legs, not your back.
- Place wet floor signs and appropriate barricade equipment.
- Proper slip resistant footwear is always required when damp mopping

Procedures

1. Remove trash by pulling up sides of liner and tying off; Spot clean containers as necessary and install a new liner.
2. Remove recyclables from recycling containers keeping them separate from the trash.
3. Use clean high duster to perform high dusting.
4. Clean sinks, counters, tables and chairs with an ABM GreenCare® approved sanitizer; Spray cleaning solution on microfiber cloth; don't spray on surfaces.
5. Move around the room from left to right.
6. Use microfiber cloth to wipe surfaces, folding as necessary for clean dry surfaces.
7. Replace with clean microfiber cloth when soiled.
8. Refill dispensers (if present).
9. Sweep/dust mop floor to remove debris/litter.
10. Select approved sanitizer for floor.
11. Mix cleaning solution into bucket; attach wringer; select microfiber flat mop.
12. Mop in an overlapping pattern working towards the door.
13. Change mop when soiled.



RESTROOM CARE

Restroom cleanliness is one of the most important areas of focus for any property. The high-use/high soil load, not to mention the presence and potential spread of germs require repetitive specialized cleaning, including the use of disinfectants.

To minimize environmental and health impact, use ABM GreenCare® approved bathroom cleaner and EPA registered disinfectants.

Restrooms

Safety

- Use appropriate Personal Protection Equipment as directed by the manufacturer MSDS.
- Do not put hand in trash or push down on trash.
- Identify biohazards.
- Never handle supplies with soiled gloves.
- Never combine two chemicals.
- Spray chemicals with a coarse/stream setting to reduce airborne irritants.
- Handle bowl cleaner with care.
- Lift with your legs, not your back.
- Place wet floor signs and appropriate barricade equipment

Procedures

1. Knock, announcing yourself and ensuring the restroom is not occupied.
2. Remove large debris from floor (use scraper for gum and stuck-on debris).

When waterless urinals and/or composting toilets are used, follow the manufacturers' specified cleaning techniques only and NEVER pour water or cleaning chemicals into these fixtures unless specifically directed by the manufacturer.

3. Apply approved toilet/urinal bowl cleaner under rim and inside of the bowl.
4. Spray approved disinfectant to the outside of the toilet/urinal with a coarse spray.
5. Spray disinfectant cleaner on all dispensers, sinks and counters with a coarse/stream setting.

6. To allow sufficient time for the disinfectant to work according to manufacturer's directions continue with steps 7-11 while product works.
7. Remove gloves and refill dispensers; replace the following as needed.

Towels	Toilet Tissue
Hand Soap	Feminine Hygiene Products
Seat Covers	Odor Control Products
8. Put gloves back on and remove trash by pulling up sides of liner and tying off; Spot clean containers as necessary and install a new liner.
9. Clean mirrors using approved glass cleaner with trigger sprayer on a coarse/stream setting and preferably a microfiber cloth.
10. Work top to bottom, from left to right refolding cloth when soiled and replacing as necessary.
11. Wipe dispensers, sinks and counters preferably with a microfiber cloth, refolding cloth when soiled and replacing as necessary. Use color-coded microfiber to ensure cross-contamination does not occur.
12. Scrub toilet/urinal bowls with toilet bowl brush, rinse the bowl brush in the clear water while flushing; take care when moving the brush between other bowls and when finished to prevent contamination.
13. Wipe toilet/urinal ceramic and chrome, preferably with a microfiber cloth. Use color-coded microfiber to ensure cross-contamination does not occur.
14. Dry and polish chrome faucets and spouts.
15. Use tongs to remove and replace old deodorant screen/blocks (if needed).
16. Clean high-contact surfaces such as light switches, push plates and door knobs with approved disinfectant applied to cloth.
17. Spot clean, using the approved cleaner, the walls, toilet partitions and doors with a damp microfiber cloth. Use color-coded microfiber to ensure cross-contamination does not occur.
18. Damp mop the floor, preferably with a microfiber flat mop, working your way to the door. Re-check that the Wet Floor sign is properly setup and DO NOT remove until floor is dry. Use color-coded microfiber to ensure cross-contamination does not occur.
19. Report any broken fixtures or areas needing repair to supervisor.



GENERAL CLEANING



Dusting

To best improve indoor air quality and minimize environmental impact, ABM utilizes vacuums and/or microfiber cloths on hard surfaces for dusting.

Safety

- Use appropriate Personal Protection Equipment as directed by the manufacturer MSDS.

Procedures

1. Use microfiber cloths. Spray cleaning solution on microfiber cloth; don't spray on surfaces.
2. Start on high surfaces and work down.
3. Move around the room from left to right.
4. Use clean high duster for small surfaces.
5. Use microfiber cloth to wipe surfaces, folding as necessary for clean dry surfaces. Replace with clean microfiber cloth when soiled.
6. Pick up dust – don't move it around.

Trash Removal

Safety

- Use appropriate Personal Protection Equipment as directed by the manufacturer MSDS.
- Do not put hand in trash or push down on trash.
- Identify biohazards - Don't touch or remove unless trained and directed to do.
- Lift with your legs, not your back.

Procedures

1. Don't lift the container, just replace the liner.
2. Pull up sides of liner and tie off.
3. Place full bags at collection area.
4. Spot clean containers as necessary.
5. Install a new liner.

Glass Cleaning

To improve indoor air quality and reduce environmental impact, use ABM GreenCare® approved glass cleaner, unless otherwise specified.

Safety

- Use appropriate Personal Protection Equipment as directed by the manufacturer MSDS.

Procedures

Large area

1. Use approved glass cleaner.
2. Apply cleaning solution with sponge.
3. Rub smudges and loosen stuck-on dirt.
4. Squeegee high to low; left to right. Collect solution at bottom with sponge or wiper.
5. Spot clean trim with wiper.

Small area

1. Spray approved glass cleaner on cleaning cloth, not on surface; do not overspray.
2. Wipe left to right, then top to bottom.
3. Scrub smudges and stuck on dirt.
4. Fold wiper as necessary for clean dry surfaces.
5. Spot clean trim with wiper.



Infectious Spills Cleanup

Safety

- Use appropriate Personal Protection Equipment as directed by the manufacturer MSDS.
- Place wet floor signs and appropriate barricade equipment.
- Identify biohazards - Don't touch or remove unless trained and directed to do so.

Procedures

Large area

1. Use authorized products.
2. Gently sprinkle enough powder on spill to completely absorb all fluid.
3. Use spatula and dust pan to pick up contaminated powder.
4. Discard into biohazard container.
5. Disinfect the area with mop and germicidal detergent.
6. Empty mop water into slop sink.
7. Use germicidal detergent to disinfect all equipment.

Small Area

1. Spray area with germicidal detergent from spray bottle.
2. Wipe the area with disposable cleaning cloths.
3. Discard wipers in biohazard container.
4. Spray again and allow to air dry.



Sustainability Criteria

	Certified Green Seal GS-37	Certified Green Seal GS-40	USDA Biopreferred	Greenguard	Ecologo/UL	CARB VOC Compliant	USGBC LEED Compliant
Daily Use Products	Glance® NA #2 Glass & Multi-Surface Cleaner Non-Amm. Glass and Multi-Purpose Cleaner	•		•	•	•	•
	Pur-Eco® Glass and Surface Cleaner BioBased Glass and Multi-Purpose Cleaner		•		•	•	•
	Alpha-HP® #52 Multi-Surface Cleaner Hydrogen Peroxide Multi-Purpose Cleaner	•			•	•	•
	Stride® Citrus #3 HC Neutral Cleaner (Except 5 gal and SmartDose) Neutral Cleaner	•			•	•	•
	Pur-Eco® Floor and Surface Cleaner BioBased Floor and Hard Surface Cleaner			•		•	•
	Prominence™/MC #66 Heavy Duty Floor Cleaner (Except Accumix) Heavy Duty Floor Cleaner	•				•	•
	Pur-Eco® General Purpose Cleaner BioBased General Purpose Cleaner			•		•	•
	Crew® #44 Bathroom Cleaner & Scale Remover Restroom Cleaner and Scale Remover	•			•	•	•
	Pur-Eco® Bowl and Bathroom Cleaner BioBased Bowl and Restroom Cleaner			•		•	•
	Pur-Eco® Restroom Floor and Surface Cleaner BioBased Restroom Floor and Surface Cleaner			•		•	•
	Orbio® Multi-Surface Cleaner Electrolyzed Water Multi-Surface Cleaner	•			•	•	•
	Orbio® MultiMicro™ 200 Electrolyzed Water Disinfectant/Sani izer				•	•	•

Specialty Products	Shine Up™/MC Lemon Furniture Polish Wood Polish					•	•
	Deep Gloss® Maintainer for Stainless Steel Stainless Steel Cleaner					•	•
	Good Sense® Odor Eliminator Odor Counteractant				•	•	•
	Emerel® Plus Creme Cleanser Hard Surface Cleanser				•	•	•
	Alpha-HP® #67 Multi-Surface Disinfectant Cleaner Hospital Grade Hydrogen Peroxide Disinfectant Cleaner					•	•
	Virex® II 256 #5 Disinfectant Cleaner and Deodorant Quaternary-Based Disinfectant Cleaner					•	•
	Oxivir® TB Disinfectant Cleaner Tuberculosis Disinfectant					•	•

Floor Care	Aquaria® Floor Finish Zinc-Free Floor Finish		•		•	•	•
	Pro Strip SC High Efficiency Floor Stripper Low Odor Floor Finish Remover		•			•	•
	PERdiem™/MC General Purpose Cleaner with Hydrogen Peroxide Carpet Extraction, PreSpray and Spotter	•			•	•	•
	Defoamer Neutral Defoaming Agent					•	•

Meets California Code of Regulations maximum VOC Levels by category

- Wood Cleaner (non-aerosol) ≤ 4% • General Purpose Cleaner (non-aerosol) ≤ 4% • Metal Polish/Cleanser ≤ 30% • Air Freshener (liquid/pump sprays) ≤ 18%
- Floor Polishes or Waxes (resilient flooring) ≤ 7% • Floor Polishes or Waxes (nonresilient flooring) ≤ 10% • Carpet and Upholstery Cleaner (non-aerosols) ≤ 0.1%

Sustainability Criteria		Certified Green Seal GS-41	Certified Ecologo/ UL-2784	Non-Antimicrobial	USDA Bio-preferred Certified	Certified Ecologo/ UL-2783	CARB VOC Compliant	USGBC LEED Compliant
Hand Soaps & Sanitizers	Diversey Soft Care® Foam General Purpose Hand Soap Hand Soap	•		•			•	•
	Diversey Soft Care® Hand Soap Hand Soap			•			•	•
	Diversey Soft Care® Hair and Body Wash Hair and Body Wash			•				•
	GOJO® E1 Handwash Hand Soap	•	•	•				•
	GOJO® Deluxe Lotion Soap with Moisturizers Hand Soap			•				•
	GOJO® Enriched Lotion Soap Hand Soap			•				•
	GOJO® Pink & Klean Skin Cleanser Hand Soap			•				•
	GOJO® Green Certified Foam Hand Cleaner Hand Soap	•	•	•				•
	GOJO® Green Certified Lotion Hand Cleaner Hand Soap	•	•	•				•
	PURELL® Instant Hand Sanitizer Alcohol-Based Waterless Hand Sanitizer				•	•		•
	PURELL® Instant Hand Sanitizer Foam Waterless Foaming Antimicrobial Hand Rinse				•	•		•

What is Green Seal and Ecologo?

They are independent, non-profit organizations. To become certified, a product goes through rigorous testing by Green Seal or Ecologo.

To carry out the Green Seal or Ecologo Certification, the product must:

- Reduce health risks to product users and building occupants
- Reduce environmental impact
- Be cost effective
- Work as well as or better than traditional products
- Meet current testing requirements by the organization

<http://www.greenseal.org>

<http://www.ecologo.org>

*Green certification standards only exist today for a limited number of chemicals.

Green Seal Criteria

Acute Toxicity – Undiluted product acute oral LD50 is ≤ 5000 mg/kg, and the inhalation LC50 is ≤ 20 mg/L at 1 hr.

Skin And Eyes Irritation – Undiluted product is not corrosive to skin or cause serious eye damage as defined by the GHS. Furthermore, it does not have a pH of 2 or less, or a pH of 11.5 or greater.

Carcinogens, Mutagens Or Reproductive Toxins – Undiluted product does not contain any ingredients or components that are carcinogens, mutagens or reproductive toxins.

Ingredients That Cause Asthma – Undiluted product does not contain any ingredients that have been identified as asthmagens.

Skin Sensitization – Undiluted product is not a skin sensitizer as tested by the LLNA or following the EPA test guidelines for skin sensitization.

Skin Absorption – Undiluted product does not contain ingredients that are listed on the ACGIH Threshold Limit Value carrying a skin notation.

Prohibited Ingredient – Undiluted product does not contain: Heavy Metals (including zinc, lead, cadmium, cobalt, hexavalent chromium, mercury or selenium), alkylphenol ethoxylates, phthalates or 2-butoxyethanol.

Ozone Depleting Compounds – Undiluted product does not contain any ingredients that are ozone-depleting compounds.

Volatile Organic Compound Content – Undiluted product does not contribute significantly to the production of photochemical smog, tropospheric ozone or poor indoor air quality, and the volatile organic content of the product as used does not exceed 0.1% by weight for dilutable carpet cleaners, 1% by weight for general purpose, restroom, glass and ready-to-use carpet cleaners, as determined by California Air Resources Board Method 310.

Inhalation Toxicity – The product as used does not contain ingredients that cause chronic inhalation toxicity as evidenced by Green Seal's approved testing methods.

Toxicity To Aquatic Life – The product as used (or all ingredients in the formula) has an acute LC50 for algae, daphnia, or fish ≥ 100 mg/L.

Bioaccumulating Compounds – Product as used does not contain any ingredients that bioaccumulate or that form degradation products that bioaccumulate.

Aquatic Biodegradation – Each organic ingredient exhibits ready biodegradability in accordance with OECD definition (except a FIFRA registered bathroom cleaner active), as measured by ISO 9439 carbon dioxide (CO₂) evolution test, ISO 10708 (two-phase closed bottle test), ISO 10707 (closed bottle test), or ISO 7827 (dissolved organic carbon removal). Within a 28-day test, the ingredient shall meet one of the following criteria within 10 days of the time when biodegradation first reaches 10%: Removal of dissolved organic carbon (DOC) > 70%; Biological oxygen demand (BOD) > 60%; % of BOD of theoretical oxygen demand (ThOD) > 60%; % CO₂ evolution of theoretical > 60%. For organic ingredients that do not exhibit ready biodegradation, the biodegradability in sewage treatment plants using the Coupled Units Test found in OECD 303A has demonstrated dissolved organic carbon (DOC) removal > 90%.

Eutrophication – Product as used does not contain more than 0.5% by weight of total phosphorus.

Combustibility – Undiluted product is not combustible and 99% by volume of the product ingredients have a flash point above 150°F.

Fragrances – Fragrances added to the product must follow the Code of Practice of the International Fragrance Association.

Color Components – Any color component shall be FDA certified and permitted for FD&C use or be a natural color component.

Optical Brighteners – Undiluted product does not contain any ingredients that are optical brighteners.

Concentrates – Product is a concentrate except toilet bowl/urinal cleaners, dry/absorbent compound carpet cleaners or products solely labeled as carpet spot removers, with recommended minimum use dilution for General Cleaners: 1:32; Glass, restroom and carpet cleaners: 1:16.

Animal Testing – Animal testing is discouraged and mixtures need not be tested if existing information demonstrates that each of the ingredients complies with a criterion.

Recyclable Packaging – Primary package is recyclable.

EQUIPMENT LIST

ABM
greencare[®]
for facilities, inside & out



Vacuums		
Model	Type	Manufacturer Website
Nobles V BP 6 Backpack Vacuum Standard Paper Inner Bag with Standard Outer Filter	Back Pack	www.nobles.com
Nobles V SMU 14 Upright Vacuum Type F Micro fiber inner bag; HEPA outer filter	Upright	www.nobles.com
ProTeam AviationVac Micro Lined Inner Bag	Back Pack	www.pro team.com
ProTeam CoachVac Micro Lined Inner Bag	Back Pack	www.pro team.com
ProTeam GoVac BP Micro Lined Inner Bag	Battery Back Pack	www.pro team.com
ProTeam LineVacer HEPA Micro Lined Inner Bag	Back Pack	www.pro team.com
ProTeam LineVacer ULPA Micro Lined Inner Bag	Back Pack	www.pro team.com
ProTeam MegaVac Micro Lined Inner Bag	Back Pack	www.pro team.com
ProTeam ProForce 1500 Micro Lined Inner Bag	Upright	www.pro team.com
ProTeam ProForce 1500XP Micro Lined Inner Bag	Upright	www.pro team.com
ProTeam ProVac BP Micro Lined Inner Bag and XOver Performance Floor Tool	Back Pack	www.pro team.com
ProTeam ProVac CN Micro Lined Inner Bag	Canister	www.pro team.com
ProTeam QuarterVac Micro Lined Inner Bag and XOver Performance Floor Tool	Back Pack	www.pro team.com
ProTeam QuietPro CN HEPA Micro Lined Inner Bag	Canister	www.pro team.com
ProTeam QuietPro HEPA Micro Lined Inner Bag	Back Pack	www.pro team.com
ProTeam RunningVac Micro Lined Inner Bag	Canister	www.pro team.com
ProTeam Super CoachVac Micro Lined Inner Bag and XOver Performance Floor Tool	Back Pack	www.pro team.com
ProTeam Super CoachVac HEPA Micro Lined Inner Bag	Back Pack	www.pro team.com
ProTeam Super HalfVac HEPA Micro Lined Inner Bag	Back Pack	www.pro team.com
ProTeam Super QuarterVac HEPA Micro Lined Inner Bag	Back Pack	www.pro team.com
ProTeam Super QuarterVac Micro Lined Inner Bag	Back Pack	www.pro team.com
ProTeam TailVac Micro Lined Inner Bag	Back Pack	www.pro team.com
Sanitaire Quiet Clean SC889A Type ST synthetic disposal dust bag with Arm & Hammer® odor control	Upright	www.sanitairevac.com
Sanitaire SC5713B Type SD Micro lined Paper Inner Bag	Upright	www.sanitairevac.com
Sanitaire SC5815B Type SD Micro lined Paper Inner Bag	Upright	www.sanitairevac.com
Sanitaire SC5845B Bagless	Upright	www.sanitairevac.com
Sanitaire SC889A Type ST synthetic disposal dust bag with Arm & Hammer® odor control	Upright	www.sanitairevac.com
Sanitaire SC9150B Type SD Micro lined Paper Inner Bag	Upright	www.sanitairevac.com
Sanitaire SC9180B Type SD Micro lined Paper Inner Bag	Upright	www.sanitairevac.com
Tennant V BP 6 Backpack Vacuum Standard Paper Inner Bag with Standard Outer Filter	Back Pack	www.tennantco.com
Tennant V DMU 14 Micro lined Paper Inner Bag, Standard Filter	Upright	www.tennantco.com
Tennant V LWU 13 Type F synthetic inner bag; cloth outer bag	Upright	www.tennantco.com
Tennant V SMU 14 Type F Micro fiber inner bag; HEPA outer filter	Upright	www.tennantco.com

Sweepers

Model	Type	Manufacturer Website
Tennant S3	Self Contained, Manual	www.tennantco.com
Tennant S3B	Self Contained, Battery Operated	www.tennantco.com
Tennant S5	Self Contained, Battery Operated	www.tennantco.com
Tennant S9	Self Contained, Battery Operated	www.tennantco.com

Carpet Extractors

Model	Type	Manufacturer Website
Nobles EX SC 1020	Self Contained	www.nobles.com
Nobles Strive ReadySpace	Self Contained	www.nobles.com
Nobles Strive Rider Restorative Extraction Mode	Rider	www.nobles.com
Nobles Strive Compact With ReadySpace	Self Contained	www.nobles.com
Nobles EX15	Self Contained	www.nobles.com
Tennant EX SC 1020	Self Contained	www.tennantco.com
Tennant Model R1610 ReadySpace	Self Contained	www.tennantco.com
Tennant R3 ReadySpace	Self Contained	www.tennantco.com
Tennant E5	Self Contained	www.tennantco.com
Tennant EX CAN 15HPH	Portable	www.tennantco.com
Tennant R14	Rider	www.tennantco.com

Wet/Dry Vacuums

Model	Type	Manufacturer Website
Tennant V WD 15	Wet/Dry Canister	www.tennantco.com
Tennant V WD 16P	Wet/Dry Canister	www.tennantco.com
Tennant V WD 16B	Wet/Dry Canister	www.tennantco.com

Automatic Scrubbers

Model	Type	Manufacturer Website
Nobles Speed Scrub 17" 32"	Self Contained, Battery Operated	www.nobles.com
Nobles Speed Scrub FaST® 17" 32"	Self Contained, Battery Operated	www.nobles.com
Nobles Speed Scrub ec H2O™ 24" 32"	Self Contained, Battery Operated	www.nobles.com
Nobles Speed Scrub XC 24"	Self Contained, Battery Operated	www.nobles.com
Nobles Speed Scrub XC FaST® 24"	Self Contained, Battery Operated	www.nobles.com
Nobles Speed Scrub XC ec H2O™ 24"	Self Contained, Battery Operated	www.nobles.com
Nobles Speed Scrub Rider 28"/32"	Self Contained, Battery Operated	www.nobles.com
Nobles Speed Scrub Rider FaST® 28"/32"	Self Contained, Battery Operated	www.nobles.com
Nobles Speed Scrub Rider ec H2O™ 28"/32"	Self Contained, Battery Operated	www.nobles.com
Tennant T1B Micro Scrubber	Self Contained, Battery Operated	www.tennantco.com
Tennant T2 17"	Self Contained, Battery Operated	www.tennantco.com
Tennant T3 17"/20"	Self Contained, Battery Operated	www.tennantco.com
Tennant T3 FaST® 17"/20"	Self Contained, Battery Operated	www.tennantco.com
Tennant T3 ec H2O™ 17"/20"	Self Contained, Battery Operated	www.tennantco.com
Tennant T3 Orbital	Self Contained, Battery Operated	www.tennantco.com
Tennant T3+ 24"	Self Contained, Battery Operated	www.tennantco.com
Tennant T3+ FaST® 24"	Self Contained, Battery Operated	www.tennantco.com
Tennant T3+ ec H2O™ 24"	Self Contained, Battery Operated	www.tennantco.com
Tennant T5 24" 32"	Self Contained, Battery Operated	www.tennantco.com
Tennant T5 FaST® 24" 32"	Self Contained, Battery Operated	www.tennantco.com
Tennant T5 ec H2O™ 24" 32"	Self Contained, Battery Operated	www.tennantco.com
Tennant T7 Rider 26" 32"	Self Contained, Battery Operated	www.tennantco.com
Tennant T7 Rider FaST® 26" 32"	Self Contained, Battery Operated	www.tennantco.com
Tennant T7 Rider ec H2O™ 24" 32"	Self Contained, Battery Operated	www.tennantco.com
Tennant T12 Compact Rider	Self Contained, Battery Operated	www.tennantco.com
Tennant T12 Compact Rider ec H2O™	Self Contained, Battery Operated	www.tennantco.com

Floor Machines

Model	Type	Manufacturer Website
Tennant FM 17 SS	Self Contained	www.tennantco.com
Tennant FM 20 SS	Self Contained	www.tennantco.com
Tennant S14 Orbital Scrubber	Self Contained	www.tennantco.com

Burnishers

Model	Type	Manufacturer Website
Tennant BR 2000 DC	Self Contained	www.tennantco.com
Tennant B10	Rider	www.tennantco.com

Paper Supply List

Manufacturer: Georgia-Pacific

PRODUCT NUMBER	PRODUCT DESCRIPTION	SUSTAINABILITY CRITERIA
12520	Tissue Cormatic® 2-Ply, EPA Comp 1000/36	EPA CPG
12798	Tissue Jumbo Jr 2-Ply Envision®, 1000/8	EPA CPG, Ecologo CCD-082
13102	Tissue Jumbo Sr 2-Ply Envision®, 2000/6	EPA CPG, Ecologo CCD-082
16840	Tissue Std Bath Angel Soft ps®, 450/40 4.0	EPA CPG
16880	Tissue Std Bath Angel Soft ps®, 450/80 4.0	EPA CPG
19371	Tissue Angel Soft ps® 2-Ply Compact®, Small RL	EPA CPG
19372	Tissue Angel Soft ps® Compact®, 1125/18	EPA CPG
19374	Tissue Compact® 1-Ply, 3000/18, Big RL	EPA CPG
19375	Tissue Compact® 2-Ply, Small RL	EPA CPG, Ecologo CCD-082
19376	Tissue Compact® 1-Ply, 2000/36, Small RL	EPA CPG
19378	Tissue Compact® 2-Ply, Big RL	EPA CPG, Ecologo CCD-082
19500	Tissue SofPull® 2-Ply, 925/6	EPA CPG, Ecologo CCD-082
19524	Towel Roll Towlmastr® X-Key, White	EPA CPG
19724	Towel Roll Towlmastr® X, EPA Brown	EPA CPG
20389	Towel M-Fold Preference®, White	EPA CPG
20885	Towel Folded BigFold Z®, 260/10, White	EPA CPG
20904	Towel Envision® S-Fold, White	EPA CPG
21825	Towel Roll Towlmastr® Y-Key, White	EPA CPG
21924	Towel Envision® C-Fold, Brown	EPA CPG
22025	Towel Roll Towlmastr® Y, EPA Brown	EPA CPG
23304	Towel Envision® M-Fold, EPA Brown	EPA CPG, Ecologo CCD-082
23504	Towel Envision® S-Fold, EPA Brown	EPA CPG, Ecologo CCD-082
24590	Towel Envision® M-Fold, EPA White	EPA CPG, Ecologo CCD-082
25190	Towel Envision® C-Fold, White	EPA CPG, Ecologo CCD-082
26008	Towel Roll Envision® 2, EPA Brown	EPA CPG
26100	Towel Roll Preference®, White	EPA CPG
26200	Towel Roll Envision®, EPA Brown	EPA CPG

Paper Supply List

Manufacturer: Georgia-Pacific

PRODUCT NUMBER	PRODUCT DESCRIPTION	SUSTAINABILITY CRITERIA
26301	Towel Roll Envision®, EPA Brown	EPA CPG, Ecologo CCD-082
26302	Towel Roll Envision®, Brown	EPA CPG
26401	Towel Roll Envision®, EPA Brown	EPA CPG, Ecologo CCD-082
26470	Towel HRDWD SofPull®, 1000/6, White	EPA CPG
26480	Towel HRDWD SofPull®, 1000/6, Brown	EPA CPG, Ecologo CCD-082
26601	Towel Roll Envision®, White	EPA CPG, Ecologo CCD-082
26910	Towel HRDWD SofPull® 7", 1000/6, White	EPA CPG, Ecologo CCD-082
26920	Towel HRDWD SofPull® 7", 1000/6, White	EPA CPG, Ecologo CCD-082
28706	Towel Roll, Envision®, White	EPA CPG
29222	Wiper Brawny Industrial® Light Duty PopUp, EPA Brown	EPA CPG, Ecologo CCD-082
32002	Napkin EasyNap® Interfolded Disp Nap, 6m	EPA CPG, Ecologo CCD-082
33587	Towel Folded Renaissance, White	EPA CPG
46580	Facial Cube Angel Soft® psm 96/36	EPA CPG
47410	Facial Flat Envision®, 100/30	EPA CPG, Ecologo CCD-082
48100	Facial Flat Preference® 2-Ply, 100/30	EPA CPG
48580	Facial Flat Angel Soft® ps, 100/30	EPA CPG
81464	Towel Roll MAX 2000 X-Key, EPA Brown	EPA CPG
82165	Towel Roll MAX 2000 Y-Key, 700/6, EPA Brown	EPA CPG
82765	Towel Roll MAX Y-Key, White	EPA CPG
89430	Towel Roll enMotion® Rec, EPA White	EPA CPG
89440	Towel Roll enMotion® Rec, EPA Brown	EPA CPG, Ecologo CCD-082
89470	Towel Roll enMotion® Rec, EPA White	EPA CPG, Ecologo CCD-082
89480	Towel Roll enMotion®, EPA Brown	EPA CPG, Ecologo CCD-082
89490	Towel Roll enMotion®, EPA White	EPA CPG
14448/01	Tissue Std Bath Envision® 1-Ply, 1500/48	EPA CPG
14580/01	Tissue Std Bath Envision® 1-Ply	EPA CPG, Ecologo CCD-082
18240/01	Tissue Std Bath Preference® 2-Ply, 550/40	EPA CPG
18280/01	Tissue Std Bath Preference® 2-Ply	EPA CPG
19448/01	Tissue Std Bath Preference® 2-Ply, 1000/48	EPA CPG
19841/01	Tissue Bath Emb Envision® 1-Ply, 550/40 4.0	EPA CPG
19880/01	Tissue Std Bath Envision® 2-Ply	EPA CPG, Ecologo CCD-082
19881/01	Tissue Std Bath Emb Envision® 1-Ply 550/80	EPA CPG
2910P	Towel Roll Cormatic®, Brown	EPA CPG, Ecologo CCD-082

Paper Supply List

Manufacturer: Kimberly Clark

PRODUCT NUMBER	PRODUCT DESCRIPTION	SUSTAINABILITY CRITERIA
1000	Scott® Hard Roll Towels, White	EPA CPG, Ecologo, FSC
1005	Scott® Hard Roll Towel, White	EPA CPG, Ecologo, FSC
1010	Scott® Centre Flow Htwl	EPA CPG, Ecologo, FSC
1020	Scott® Protector Roll Towel	EPA CPG, Ecologo, FSC
1032	Scott® Roll Con Towel 1-Ply	EPA CPG, Ecologo, FSC
1040	Scott® Hard Roll Towels, White	EPA CPG, Ecologo, FSC
1052	Scott® Hard Roll Towel	EPA CPG, Ecologo, FSC
1061	Scott® Center Pull Towel 1-Ply	EPA CPG, Ecologo, FSC
1080	Kleenex® Rls Hand Towel, White	EPA CPG, Ecologo, FSC
1510	Scott® Surpass C-Fold Hand Towel, White	EPA CPG, Ecologo, FSC
1804	Scott® Multifold Hand Towel, White	EPA CPG, Ecologo, FSC
1807	Scott® Multifold Hand Towel, White	EPA CPG, Ecologo, FSC
1890	Kleenex® Multifold, White	EPA CPG, Ecologo, FSC
1960	Scott® Scottfold, White 175	EPA CPG, Ecologo, FSC
1980	Scott® Scottfold, White	EPA CPG, Ecologo, FSC
2000	Scott® Hard Roll Towel, White 950 1.75" Core	EPA CPG, Ecologo, FSC
2021	Scott® Hard Roll Towel, Brown	EPA CPG, Ecologo, FSC
2031	Scott® Hard Roll Towel, Handtowel	EPA CPG, Ecologo, FSC
2920	Scott® C-Fold, White	EPA CPG, Ecologo, FSC
4007	Scott® Coreless Toilet 2-Ply	EPA CPG, Ecologo, FSC
4142	Scott® Rolls Roll Towel, Brown	EPA CPG, Ecologo, FSC
4460	Scott® Surpass Toilet Tissue	EPA CPG, Ecologo, FSC
04460	Scott® Bathroom Tissue, 2-Ply, GS-1	EPA CPG, Ecologo, FSC
5102	Scott® Toilet Tissue	EPA CPG, Ecologo, FSC
7005	Scott® Coreless Jrt Jr Toilet 1-Ply 9" Coreless	EPA CPG, Ecologo, FSC
7006	Scott® Coreless Jrt Jr Toilet 2-Ply 9" Coreless	EPA CPG, Ecologo, FSC
7410	Scott® Personal Seats	EPA CPG

Paper Supply List

Manufacturer: Kimberly Clark

PRODUCT NUMBER	PRODUCT DESCRIPTION	SUSTAINABILITY CRITERIA
7805	Scott® Jrt Jr Toilet Tissue 9"	EPA CPG, Ecologo, FSC
11090	Kleenex® Hard Roll Towels	EPA CPG, Ecologo, FSC
12388	Scott® Slim Roll, White Core	EPA CPG, Ecologo, FSC
13253	Kleenex® Scottfold, White	EPA CPG, Ecologo, FSC
13254	Kleenex® Scottfold, White	EPA CPG, Ecologo, FSC
17713	Kleenex® Cottonelle Bathroom Tissue	EPA CPG, FSC
21340	Surpass® Facial Tissue, White 100	EPA CPG, Ecologo, FSC
41482	Scott® Perfed Roll Towel 1-Ply	EPA CPG, Ecologo, FSC
50606	Kleenex® Rolls Handtowel 1.75" Core	EPA CPG, Ecologo, FSC
67805	Scott® Jrt Jr 2-Ply Toilet Tissue 9", GS-1	EPA CPG, Ecologo, FSC

Manufacturer: Solaris Paper

PRODUCT NUMBER	PRODUCT DESCRIPTION	SUSTAINABILITY CRITERIA
21545	LIVI VPG® Bath Tissue 4.45" x 3.98" 80 Rolls	Rapidly Renewable
21547	LIVI VPG® Bath Tissue 4.09" x 3.75" 80 Rolls	Rapidly Renewable
21549	LIVI VPG® Bath Tissue 4.09" x 3.98" 80 Rolls	Rapidly Renewable
21724	LIVI BASIC® Bath Tissue 4.06" x 3.66" 96 Rolls	Rapidly Renewable
26821	NVI® LoCor Bath Tissue 3.85" x 4.05" 36 Rolls	Rapidly Renewable
23501	LIVI VPG® Jumbo Bath Tissue 3.3' x 1000' 12 Rolls	Rapidly Renewable
46529	LIVI VPG® Hard Wound Roll Towel 8.00" x 800' 6 Rolls	Rapidly Renewable
46896	NVI® LoCor Hard Wound Roll Towel (Mid) 8.00" x 800' 6 Rolls	Rapidly Renewable
46897	NVI® LoCor Hard Wound Roll Towel (Mid) 7.00" x 800' 6 Rolls	Rapidly Renewable
46898	NVI® LoCor Hard Wound Roll Towel (Econ) 7.00" x 700' 6 Rolls	Rapidly Renewable
46899	NVI® LoCor Hard Wound Roll Towel (Prem) 7.00" x 600' 6 Rolls	Rapidly Renewable
43514	LIVI VPG® SELECT Multi-Fold Towel 9.00" x 9.50" 16 pks	Rapidly Renewable
43513	LIVI BASIC® Multi-Fold Towel 9.00" x 9.50" 16 pks	Rapidly Renewable
50861	NVI® RiteFold Towel 10.55" x 9.45" 10 pks	Rapidly Renewable
41504	LIVI VPG® Kitchen Roll Towel 11.00" x 9.00" 30 Rolls	Rapidly Renewable
45507	LIVI VPG® Center Pull Towel 7.4" x 600' 6 Rolls	Rapidly Renewable
11513	LIVI VPG® Flat Box Facial Tissue 8.37" x 8.07" 30 Boxes	Rapidly Renewable
11516	LIVI VPG® Cube Facial Tissue 8.37" x 8.07" 36 Boxes	Rapidly Renewable

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