



# Contribution to LEED for Existing Buildings and Schools



**Operations and Maintenance**  
*version 5*



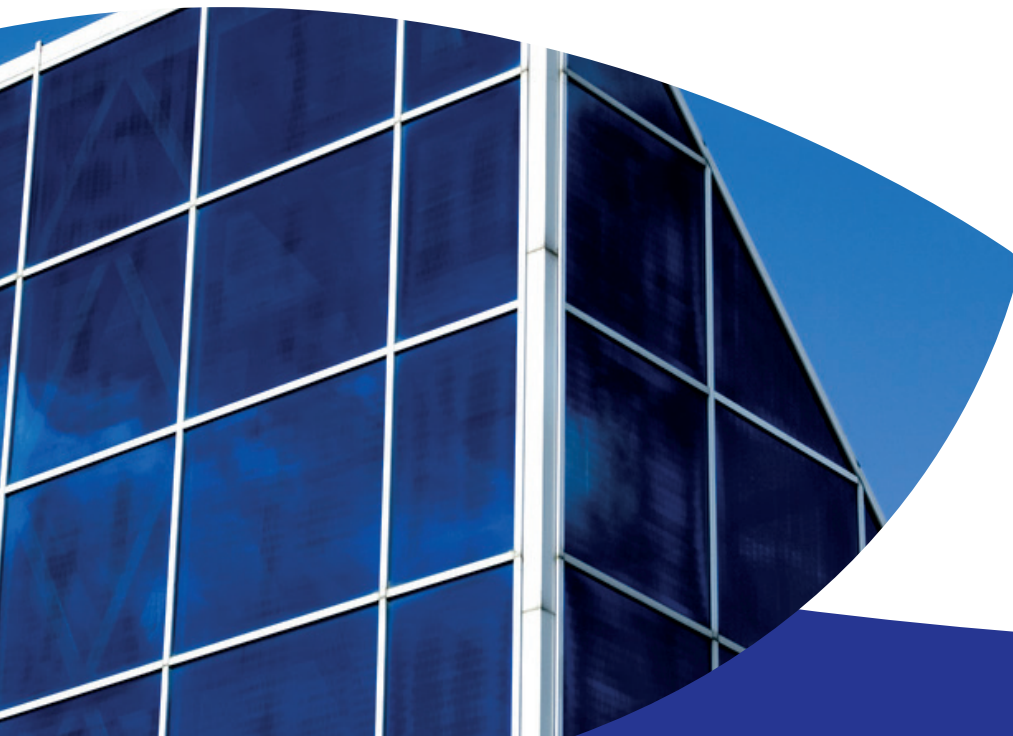
## Healthy High Performance Cleaning

Diversey believes that being environmentally responsible is critical for building a sustainable business and promoting human progress. Integral to our mission is to provide solutions for customers that help them become more sustainable. Our experience working through LEED projects within our own portfolio uniquely qualifies Diversey as an able partner.

Healthy High Performance Cleaning (HHPC) provides the pathway and best practices to clean and maintain sustainable buildings. As the only cleaning system certified for its impact on indoor air quality by the GREENGUARD® Environmental Institute, it stands as a complete green cleaning program to help meet requirements of LEED for Existing Buildings and Schools.

HHPC includes an assessment of your facilities and current operations. Combined with our portfolio of green cleaning products, tools, equipment, procedures, training and written policies, Diversey can contribute toward earning one prerequisite and up to six points for LEED Building Operations and Maintenance Certification. Everything we do reflects our commitment to be a true environmental leader. It's not only the right thing to do - it's the right business thing to do for our customers.

**HHPC**  
Healthy High Performance Cleaning



## Credits Summary

CREDIT	DIVERSEY CONTRIBUTION
<p>EQ Credit: Enhanced Indoor Air Quality Strategies</p> <p>Possible Points: 1</p>	<ul style="list-style-type: none"> <li>• Entryway cleaning and maintenance guidelines.</li> </ul> 
<p>EQ Prerequisite: Green Cleaning Policy</p> <p>Possible Points: Required</p>	<ul style="list-style-type: none"> <li>• Green cleaning policy template for building site</li> <li>• State of the art dilution control</li> <li>• Products, tools, and equipment to meet LEED Goals and Strategies</li> <li>• Healthy High Performance Cleaning program and training tools</li> </ul>
<p>EQ Credit: Green Cleaning - Custodial Effectiveness Assessment</p> <p>Possible Points: 1</p>	<ul style="list-style-type: none"> <li>• An approved audit system developed and tested with submission template included</li> </ul>
<p>EQ Credit: Green Cleaning - Products and Materials</p> <p>Possible Points: 1</p>	<ul style="list-style-type: none"> <li>• Green Seal® and ECOLOGO® certified cleaners, floor care and carpet care products</li> <li>• All products meet California Code of regulations for Maximum Allowable VOC levels</li> </ul>
<p>EQ Credit: Green Cleaning - Equipment</p> <p>Possible Points: 1</p>	<ul style="list-style-type: none"> <li>• Cleaning equipment preventative maintenance log</li> <li>• All TASKI® battery-powered equipment utilizes leading industry technology AGM maintenance free batteries to exceed the LEED standard</li> <li>• All TASKI equipment is designed with the user in mind for ergonomic use to meet the LEED standard. The TASKI ergodisc, for example, offers an anatomically correct handle to minimize repetitive strain injuries</li> <li>• TASKI vacuums, auto scrubbers and single disc machines all have available filtration technologies and noise levels that meet the LEED standard. For example our “eco” setting on select auto scrubbers allow for lower than 60 dBA noise levels, perfect for day time cleaning</li> <li>• TASKI auto scrubbers 20” or greater are equipped with CSD technology which maximizes water/chemical savings and are J-Fit ready to meet the LEED standard</li> </ul>
<p>EQ Prerequisite: Energy Efficiency Best Management Practices</p> <p>Possible Points: Required</p>	<ul style="list-style-type: none"> <li>• Turnkey day cleaning program enabling shift in cleaning operations to achieve reduced energy consumption. Available thru HHPC Day certified contractors</li> </ul> 

# Credits Detail

CREDIT	DIVERSEY CONTRIBUTION
EQ Credit: Enhanced Indoor Air Quality Strategies Possible Points: 2	• Entryway cleaning and maintenance guidelines

## USGBC INTENT AND REQUIREMENTS

### INTENT

To promote occupants' comfort, well-being, and productivity by improving indoor air quality.

### REQUIREMENTS

#### Option 1. Entryway systems (1 point)


##### Establishment

Have in place permanent entryway systems at least 10 feet (3 meters) long in the primary direction of travel to capture dirt and particulates entering the building at regularly used exterior entrances. Acceptable entryway systems include permanently installed grates, grilles, slotted systems that allow for cleaning underneath, rollout mats, and any other materials manufactured as entryway systems with equal to or better performance. Maintain all on a weekly basis.

##### Performance

Confirm that entryway systems have been maintained on a weekly basis.

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CREDIT	DIVERSEY CONTRIBUTION
EQ Credit: Green Cleaning Policy Possible Points: Required	<ul style="list-style-type: none"> <li>• Green cleaning policy template for building site</li> <li>• State of the art dilution control</li> <li>• Sustainable tools and applicator</li> <li>• Healthy High Performance Cleaning program and training tools</li> </ul> 

## USGBC INTENT AND REQUIREMENTS

### INTENT

To reduce levels of chemical, biological, and particulate contaminants that can compromise air quality, human health, building finishes, building systems, and the environment.

### REQUIREMENTS

#### Option 1. In-house green cleaning policy

##### Establishment

Have in place a green cleaning policy for the building and site addressing the green cleaning credits, goals and strategies, and personnel listed below. At a minimum, the policy must cover green cleaning procedures, materials, and services that are within the building and site management's control, and include the organization responsible for cleaning the building and building site.

Address the requirements of the following credits:

- EQ Credit: Green Cleaning—Purchase of Cleaning Products and Materials
- EQ Credit: Green Cleaning—Cleaning Equipment

##### Goals and Strategies

- Establish standard operating procedures addressing how an effective cleaning and hard floor and carpet maintenance system will be consistently used, managed, and audited.
- Address protection of vulnerable building occupants during cleaning.
- Address selection and appropriate use of disinfectants and sanitizers.
- Develop guidelines addressing the safe handling and storage of cleaning chemicals used in the building, including a plan for managing hazardous spills and mishandling incidents.
- Develop goals and strategies for reducing the toxicity of the chemicals used for laundry, ware washing, and other cleaning activities.
- Develop goals and strategies for promoting the conservation of energy, water, and chemicals used for cleaning.
- Develop strategies for promoting and improving hand hygiene.

##### Personnel


- Develop requirements for maintenance personnel. Specifically address contingency planning to manage staffing shortages under a variety of conditions to ensure that basic cleaning services are met and critical cleaning needs are addressed. Include a process to obtain occupant and custodial staff input and feedback after contingency plans are implemented.
- Determine the timing and frequency of training for maintenance personnel in the hazards of use, disposal, and recycling of cleaning chemicals, dispensing equipment, and packaging.

##### Performance

Implement a high-performance cleaning program based on the above policy and track performance goals associated with this policy.

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# Credit Detail

CREDIT <i>(continued)</i>	DIVERSEY CONTRIBUTION <i>(continued)</i>
EQ Credit: Green Cleaning Policy Possible Points: Required	<ul style="list-style-type: none"> <li>• Green cleaning policy template for building site</li> <li>• State of the art dilution control</li> <li>• Sustainable tools and applicator</li> <li>• Healthy High Performance Cleaning program and training tools</li> </ul> 

## USGBC INTENT AND REQUIREMENTS *(continued)*

### Option 2. Certified cleaning service

#### Establishment

None.

#### Performance

Clean the building with a cleaning service provider, either in-house custodial staff or a contracted service contractor, certified under one of the following:

- Green Seal’s Environmental Standard for Commercial Cleaning Services (GS-42); or
- International Sanitary Supply Association (ISSA) Cleaning Industry Management Standard for Green Buildings (CIMS-GB); or
- Local equivalent for projects outside the U.S.

Confirm that the building or contractor was audited by the third party within 12 months of the performance period.

In addition, the cleaning contractor must develop goals and strategies for promoting the conservation of energy, water, and chemicals used for cleaning the building.

CREDIT	DIVERSEY CONTRIBUTION
EQ Credit: Green Cleaning - Custodial Effectiveness Assessment Possible Points: 1	<ul style="list-style-type: none"> <li>• An approved audit system developed and tested with submission template included</li> </ul>

## USGBC INTENT AND REQUIREMENTS

### INTENT

To reduce levels of chemical, biological, and particulate contaminants, which can compromise human health, building finishes and systems, and the environment, by implementing effective cleaning procedures.

### REQUIREMENTS

#### Option 1. Entryway systems (1 point)

#### Establishment

None.

#### Performance

Implement the strategies set forth in the facility’s green cleaning policy and perform routine inspection and monitoring. This inspection must verify that the specified strategies have been implemented and must identify areas in need of improvement.

Additionally, conduct an annual audit in accordance with APPA Leadership in Educational Facilities’ Custodial Staffing Guidelines, or a local equivalent, whichever is more stringent, to determine the appearance level of the facility. The facility must score 2.5 or better.

CREDIT	DIVERSEY CONTRIBUTION
EQ Credit: Green Cleaning - Products and Materials Possible Points: 1	<ul style="list-style-type: none"> <li>• Green Seal and ECOLOGO certified cleaners, floor care and carpet care products</li> <li>• All products meet California Code of regulations for Maximum Allowable VOC levels</li> </ul>

## USGBC INTENT AND REQUIREMENTS

### INTENT

To reduce the environmental effects of cleaning products, disposable janitorial paper products, and trash bags.

### REQUIREMENTS

#### Establishment

None.

#### Performance

Purchase green cleaning materials and products such as floor finishes and strippers, disposable janitorial paper products, and trash bags. Include items used by in-house staff or outsourced service providers.

At least 75%, by cost, of the total annual purchases of these products must meet at least one of the following standards.

Cleaning products must meet one or more of the following standards, or a local equivalent for projects outside the U.S.:

- Green Seal GS-37, for general-purpose, bathroom, glass and carpet cleaners used for industrial and institutional purposes;
- UL ECOLOGO 2792, for cleaning and degreasing compounds;
- UL ECOLOGO 2759, for hard-surface cleaners;
- UL ECOLOGO 2795, for carpet and upholstery care;
- Green Seal GS-40, for industrial and institutional floor care products;
- UL ECOLOGO 2777, for hard-floor care;
- EPA Design for the Environment Program's Standard for Safer Cleaning Products; and/or
- Cleaning devices that use only ionized water or electrolyzed water and have third-party-verified performance data equivalent to the other standards mentioned above (if the device is marketed for antimicrobial cleaning, performance data must demonstrate antimicrobial performance comparable to EPA Office of Pollution Prevention and Toxics and Design for the Environment requirements, as appropriate for use patterns and marketing claims).

Disinfectants, metal polish, or other products not addressed by the above standards must meet one or more of the following standards (or a local equivalent for projects outside the U.S.):

- UL ECOLOGO 2798, for digestion additives for cleaning and odor control;
- UL ECOLOGO 2791, for drain or grease trap additives;
- UL ECOLOGO 2796, for odor control additives;
- Green Seal GS-52/53, for specialty cleaning products;
- California Code of Regulations maximum allowable VOC levels for the specific product category;
- EPA Design for the Environment Program's standard for safer cleaning products; and/or
- Cleaning devices that use only ionized water or electrolyzed water and have third-party-verified performance data equivalent to the other standards mentioned above (if the device is marketed for antimicrobial cleaning, performance data must demonstrate antimicrobial performance comparable to EPA Office of Pollution Prevention and Toxics and Design for the Environment requirements, as appropriate for use patterns and marketing claims).

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## Credit Detail

CREDIT <i>(continued)</i>	DIVERSEY CONTRIBUTION <i>(continued)</i>
EQ Credit: Green Cleaning - Products and Materials Possible Points: 1	<ul style="list-style-type: none"> <li>• Green Seal and ECOLOGO certified cleaners, floor care and carpet care products</li> <li>• All products meet California Code of regulations for Maximum Allowable VOC levels</li> </ul>

### USGBC INTENT AND REQUIREMENTS *(continued)*

Disposable janitorial paper products and trash bags must meet the minimum requirements of one or more of the following programs, or a local equivalent for projects outside the U.S.:

- EPA comprehensive procurement guidelines, for janitorial paper;
- Green Seal GS-01, for tissue paper, paper towels and napkins;
- UL ECOLOGO 175, for toilet tissue;
- UL ECOLOGO 175, for hand towels;
- Janitorial paper products derived from rapidly renewable resources or made from tree-free fibers;
- FSC certification, for fiber procurement;
- EPA comprehensive procurement guidelines, for plastic trash can liners; and/or
- California integrated waste management requirements, for plastic trash can liners (California Code of Regulations Title 14, Chapter 4, Article 5, or SABRC 42290-42297 Recycled Content Plastic Trash Bag Program).

Hand soaps and hand sanitizers must meet one or more of the following standards, or a local equivalent for projects outside the U.S.:

- No antimicrobial agents (other than as a preservative) except where required by health codes and other regulations (e.g., food service and health care requirements);
- Green Seal GS-41, for industrial and institutional hand cleaners;
- UL ECOLOGO 2784, for hand cleaners and hand soaps;
- UL ECOLOGO 2783, for hand sanitizers;
- EPA Design for the Environment Program's standard for safer cleaning products.

For projects outside the U.S., any Type 1 eco-labeling program as defined by ISO 14024: 1999 developed by a member of the Global Ecolabelling Network may be used in lieu of Green Seal or UL Ecolabel standards.



CREDIT	DIVERSEY CONTRIBUTION
<p>EQ Credit: Green Cleaning - Equipment</p> <p>Possible Points: 1</p>	<ul style="list-style-type: none"> <li>• Cleaning equipment preventative maintenance log</li> <li>• All TASKI battery-powered equipment utilizes leading industry technology AGM maintenance free batteries to exceed the LEED standard</li> <li>• All TASKI equipment is designed with the user in mind for ergonomic use to meet the LEED standard. The TASKI ergodisc for example offers an anatomically correct handle to minimize repetitive strain injuries</li> <li>• TASKI vacuums, auto scrubbers and single disc machines all have available filtration technologies and noise levels that meet the LEED standard. For example our “eco” setting on select auto scrubbers allow for lower than 60 dBa noise levels, perfect for day time cleaning</li> <li>• TASKI auto scrubbers 20” or greater are equipped with CSD technology which maximizes water/chemical savings and are J-Fit ready to meet the LEED standard</li> </ul>

## USGBC INTENT AND REQUIREMENTS

### INTENT

To reduce chemical, biological, and particulate contaminants from powered cleaning equipment.

### REQUIREMENTS

#### Establishment

Create an inventory of existing interior and exterior equipment, including what is brought on site by vendors. At least 40% of all powered janitorial equipment (purchased, leased, or used by contractors) must meet the following criteria. For existing equipment that does not meet the criteria, develop a phase-out plan for its replacement with environmentally preferable products at the end of its useful life.

All powered equipment must have the following features:

- Safeguards, such as rollers or rubber bumpers, to avoid damage to building surfaces;
- Ergonomic design to minimize vibration, noise, and user fatigue, as reported in the user manual in accordance with ISO 5349-1 for arm vibrations, ISO 2631-1 for vibration to the whole body, and ISO 11201 for sound pressure at operator’s ear; and
- As applicable, environmentally preferable batteries (e.g., gel, absorbent glass mat, lithium-ion) except in applications requiring deep discharge and heavy loads where performance or battery life is reduced by the use of sealed batteries.

Vacuum cleaners must be certified by the Carpet and Rug Institute Seal of Approval/Green Label Vacuum Program and operate with a maximum sound level of 70 dBa or less in accordance with ISO 11201.

Carpet extraction equipment, for restorative deep cleaning, must be certified by the Carpet and Rug Institute’s Seal of Approval Deep Cleaning Extractors and Seal of Approval Deep Cleaning Systems program.

Powered floor maintenance equipment must have vacuums, guards, or other devices for capturing fine particles, and must operate with a maximum level of 70 dBa, in accordance with ISO 11201.


Propane-powered floor equipment must have high-efficiency, low-emissions engines with catalytic converters and mufflers that meet the California Air Resources Board or EPA standards for the specific engine size and operate with a sound level of 90 dBa or less, in accordance with ISO 11201.

Automated scrubbing machines must be equipped with variable-speed feed pumps and either (1) on-board chemical metering to optimize the use of cleaning fluids or (2) dilution control systems for chemical refilling. Alternatively, scrubbing machines may use tap water only, with no added cleaning products.

#### Performance

At least 40% of all powered janitorial equipment (purchased, leased, or used by contractors) must meet the above criteria. For existing equipment that does not meet the criteria, develop a phase-out plan for its replacement with environmentally preferable products at the end of its useful life.

## Credit Detail

CREDIT	DIVERSEY CONTRIBUTION
EAp1: Energy Efficiency Best Management Practices Possible Points: Required	<ul style="list-style-type: none"><li>• Turnkey day cleaning program enabling shift in cleaning operations to achieve reduced energy consumption</li><li>• Available thru HHPC Day certified contractors</li></ul> 

### USGBC INTENT AND REQUIREMENTS

#### INTENT

To promote continuity of information to ensure that energy-efficient operating strategies are maintained and provide a foundation for training and system analysis.

#### REQUIREMENTS

##### Establishment

Conduct an energy audit that meets both the requirements of the ASHRAE preliminary energy use analysis and an ASHRAE Level 1 walk-through assessment identified in the ASHRAE Procedures for Commercial Building Energy Audits or equivalent.

Prepare and maintain a current facilities requirements and operations and maintenance plan that contains the information necessary to operate the building efficiently. The plan must include the following:

- A current sequence of operations for the building;
- The building occupancy schedule;
- Equipment run-time schedules;
- Setpoints for all HVAC equipment;
- Setpoints for lighting levels throughout the building;
- Minimum outside air requirements;
- Any changes in schedules or setpoints for different seasons, days of the week, and times of day;
- A systems narrative describing the mechanical and electrical systems and equipment in the building; and
- A preventive maintenance plan for building equipment described in the systems narrative.

##### Performance

None.



If you have any questions, or need additional assistance, please call 1-800-558-2332 or contact us at [distributoranddirect@diversey.com](mailto:distributoranddirect@diversey.com)



Diversey has been, and always will be, pioneers and facilitators for life. We constantly deliver revolutionary cleaning and hygiene technologies that provide total confidence to our customers across all of our global sectors. Led by Dr. Ilham Kadri, President & CEO, and headquartered in Charlotte, North Carolina, USA, Diversey employs approximately 9,000 people globally, generating net sales of approximately \$2.6 billion in 2016.

For more information, visit [www.diversey.com](http://www.diversey.com) or follow us on social media.