

## Cleaning Industry Management Standard - Green Building

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**6. Green Buildings and Service:** This section lists the Cleaning Industry Management Standard's Green Building (CIMS-GB) requirements. It sets forth a specific framework to ensure that the organization uses environmentally preferable cleaning practices *in addition to* the management best practices identified in the five core sections of the Standard.

In order to obtain certification to CIMS-GB, an organization must meet the requirements of this section as well as those in sections one through five of the Standard.

### 6.1. Green Cleaning Policy

- 6.1.1. The organization shall have a green cleaning policy that is distinct and separate from the Environmental Policy required in Section 4.2 (Organization Policy/Environmental Management System) and that sets forth standard operating procedures addressing how green cleaning practices will be utilized, managed, and evaluated.
- 6.1.2. The organization shall indicate the specific buildings, group of buildings, or contracted facilities to which the green cleaning policy applies.
- 6.1.3. The organization shall incorporate the measurement tools, feedback cycle, and continuous improvement plan requirements set forth in Sections 1.2.d through 1.2.f. to evaluate the effectiveness of green cleaning technologies, procedures, and processes.

### 6.2. Green/High-Performance Cleaning Program

- 6.2.1. Staffing: Determination of staffing levels shall be compliant with Section 2.1.a (Workloading) and 2.1.d (Staffing Plan).
- 6.2.2. Training
  - 6.2.2.1. Supervisor Training: The organization shall comply with the training requirements set forth in Section 3.5 (Management Training).
  - 6.2.2.2. Worker Training: The organization shall comply with the training requirements set forth in Section 3.6 (Cleaning Personnel Training).
  - 6.2.2.3. Safety Training: The organization shall comply with the safety training requirements of Section 4.1 (Regulatory Compliance), including the requirement to provide employees with training on the use and hazards of chemical products.
  - 6.2.2.4. Green Cleaning Training: There shall be a written curriculum for green cleaning training of cleaning personnel and documentation that personnel have been trained.
- 6.2.3. Chemical Handling, Storage and Disposal: The organization shall meet the chemical handling, storage and disposal requirements set forth in Sections 4.1.a & 4.1.b
- 6.2.4. Floor Care Log: The organization shall have a written floor maintenance plan for the buildings listed in Section 6.1.2 that tracks:
  - 6.2.4.1. The number of coats of floor finish applied as base and top coats
  - 6.2.4.2. Scheduled maintenance and restoration procedures and dates
- 6.2.5. Carpet Care Log: The organization shall have a written carpet care plan for the buildings listed in Section 6.1.2 that includes scheduled maintenance and restoration procedures and dates.

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- 6.2.6. Hand Hygiene: The organization shall develop and adopt strategies for promoting and improving hand hygiene.

### 6.3. Custodial Effectiveness Assessment (Quality System)

- 6.3.1. The organization shall evaluate the effectiveness of its green/high performance cleaning program by meeting the requirements set forth in Section 1 (Quality System).

### 6.4. Purchase of Cleaning Products and Materials

The requirements of this section apply only to products that are purchased by the organization for use in buildings listed in Section 6.1.2.

- 6.4.1. Dilution Control: The organization shall use chemical concentrates with appropriate dilution control systems to minimize chemical use to the maximum extent possible.
- 6.4.2. Cleaning Tools: The organization shall use environmentally preferable cleaning materials whenever practical. This includes the use of microfiber tools and wipes and other available materials proven to be environmentally preferable and recognized as such.
- 6.4.3. Chemical Products
- 6.4.3.1. Cleaning Products: Products in this group include:
- General-purpose, bathroom, glass, and carpet cleaners used for industrial and institutional purposes.
  - Cleaning and degreasing compounds
  - Hard surface cleaners
  - Carpet and upholstery care products.
- 6.4.3.1.1. Criteria: A specified percentage of products in this group shall:
- Be certified by Green Seal or Environmental Choice, or
  - Be recognized by the U.S. Environmental Protection Agency's Design for the Environment Program (DfE), or
  - Meet the requirements of the Alternate Qualification provision set forth in Section 6.4.6.
- 6.4.3.2. Disinfectants, metal polish, floor finish, strippers, and other products not included in Section 6.4.3.1. Products in this group include
- Disinfectants
  - Digestion additives for cleaning and odor control
  - Drain or grease trap additives
  - Odor control additives
  - Hard floor care
- 6.4.3.2.1. Criteria: A specified percentage of products in this group shall:
- Be certified by Green Seal or Environmental Choice, or

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- Be recognized by the U.S. Environmental Protection Agency's Design for the Environment Program (DfE), or
  - Comply with the California Code of Regulations maximum allowable VOC content for the specific product category, or
  - Meet the requirements of the Alternative Qualification provision set forth in Section 6.4.6.
- 6.4.3.3. Requirement: A minimum of sixty (60) percent, by purchase cost and calculated per building, of the chemical products specified in Section 6.4.3 that are provided by the organization and used in buildings to which this section applies (listed in Section 6.1.2) shall meet one of the applicable compliance criteria.
- 6.4.4. Disposable janitorial paper products and trash bags: This provision only applies to those purchases that are in the control of the organization. Products in this group include:
  - Paper towels and napkins
  - Facial tissue
  - Toilet tissue
  - Hand towels
  - Kitchen towels
  - Plastic trash bags
- 6.4.4.1. Criteria: A specified percentage of products in this group shall:
  - Be certified by Green Seal or Environmental Choice, or
  - Meet the requirements of the Alternative Qualification provision set forth in Section 6.4.6., or
  - Comply with the U.S. Environmental Protection Agency's Comprehensive Procurement Guidelines for Janitorial Paper and Plastic Trash Can Liners, or
  - Be derived from rapidly renewable resources or made from tree-free fibers.
- 6.4.4.2. Requirement: A minimum of fifty (50) percent, by purchase cost and calculated per building, of the products specified in Section 6.4.4 that are provided by the organization and used in buildings to which this section applies (listed in Section 6.1.2.) shall meet the above criteria (6.4.4.1).
- 6.4.5. Hand soaps: This provision only applies to those purchases that are in the control of the organization. Products in this group include:
  - Industrial and institutional hand cleaners
  - Hand cleaners and hand soaps
- 6.4.5.1. Criteria: A specified percentage of products in this group shall:
  - Be free of antimicrobial agents (except as a preservative and unless required by health codes and other regulations), or

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- Be certified by Green Seal or Environmental Choice, or
  - Be recognized by the U.S. Environmental Protection Agency's Design for the Environment Program (DfE), or
  - Meet the requirements of the Alternative Qualification provision set forth in Section 6.4.6.
- 6.4.5.2. Requirement: A minimum of sixty (60) percent, by purchase cost and calculated per building, of the products specified in Section 6.4.5 that are provided by the organization and used in buildings to which this section applies (listed in Section 6.1.2) shall meet the above criteria (6.4.5.1).
- 6.4.6. Alternative Qualification: A product shall be deemed in compliance with the criteria of Section 6.4.3, 6.4.4, or 6.4.5 if there is independent documentation verifying that the product meets the applicable certification/ recognition criteria referenced in the section. The required verification shall be provided by one or more independent, third-party laboratories.

### 6.5. Cleaning Equipment

- 6.5.1. Requirement: The organization shall purchase and use in buildings to which this section applies (listed in Section 6.1.2), a specified percentage of cleaning equipment which meets applicable environmental preferability criteria. The percentage shall be calculated per building and shall be either:
- 6.5.1.2. A minimum of sixty (60) percent, by either purchase cost or number of units, or
  - 6.5.1.3. A minimum of thirty (30) percent, by either purchase cost or number of units, in which case the organization shall also have a purchasing policy specifying that new cleaning equipment must meet the applicable criteria.
- 6.5.2. Cleaning Equipment Environmental Preferability Criteria
- 6.5.2.1. Vacuum cleaners shall be:
    - 6.5.2.1.1. Certified by the Carpet and Rug Institute's (CRI'S) Green Label Vacuum Cleaner program, and
    - 6.5.2.1.2. Operate with a sound level of 70dBA or less.
  - 6.5.2.2. Carpet extraction equipment shall be certified by the Carpet and Rug Institute's (CRI's) Seal of Approval Testing Program for deep cleaning extractors.
  - 6.5.2.3. High-speed powered floor maintenance equipment (including electric and battery-powered floor buffers and burnishers) shall be:
    - 6.5.2.3.1. Equipped with vacuums, guards and/or other devices for capturing fine particulates, and
    - 6.5.2.3.2. Operate with a sound level of 70dBA or less.
  - 6.5.2.4. Propane-powered floor equipment shall:
    - 6.5.2.4.1. Operate with a sound level of 90dBA or less, and

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- 6.5.1.4.2. Have high-efficiency, low-emissions engines with catalytic converters and mufflers that meet the standards for the specific engine size as set forth by the U.S. Environmental Protection Agency (EPA) or the California Air Resources Board (CARB).
- 6.5.2.5. Automated scrubbing machines shall:
  - 6.5.2.5.1. Be equipped with variable-speed feed pumps and on-board chemical metering, or
  - 6.5.2.5.2. Be equipped with variable-speed feed pumps and use dilution control systems for refilling, or
  - 6.5.2.5.3. Use only water and no added chemical cleaning products.
- 6.5.2.6. Battery-powered equipment shall be equipped with environmentally preferable sealed batteries such as Lithium-Ion, absorbed glass mat or gel cell batteries.
- 6.5.3. All cleaning equipment shall be:
  - 6.5.3.1. Designed with safeguards, such as rollers or rubber bumpers, to reduce potential damage to building surfaces.
- 6.5.4. Equipment Inventory List: The organization shall maintain a list of all powered equipment that, at a minimum, includes:
  - 6.5.4.1. Identification of each type of equipment by make and model
  - 6.5.4.2. Number of pieces in use
  - 6.5.4.3. Date of purchase
  - 6.5.4.4. Purchase cost
  - 6.5.4.5. Applicability of relevant sustainability criteria (Section 6.5.2)
- 6.5.5. Equipment Maintenance Log/ Plan: Maintenance of equipment shall occur as part of a planned process as required in Section 2.2.d (Equipment Maintenance & Repair).

### **6.6. Indoor Chemical and Pollutant Source Control**

- 6.6.1. To the extent the organization provides entryway matting systems at a building listed in Section 6.1.2, the entryway matting systems (except of emergency exits) shall be:
  - 6.6.1.1. Ten (10) feet long in the primary direction of travel where space allows, and
  - 6.6.1.2. The organization shall have an appropriate cleaning, maintenance and replacement plan for matting systems in place.

### **6.7. Integrated Pest Management (IPM)**

This section only applies to the extent that the organization delivers integrated pest management services and only with respect to those buildings listed in Section 6.1.2 at which those services are provided. If the organization does not provide integrated pest management services, this section is not applicable.

- 6.7.1. The organization shall have an integrated pest management plan that addresses the management of pest populations inside the building. Such plan shall include:
  - 6.7.1.1. Integrated methods, inspections, pest monitoring, and evaluation of the need for pest control.

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- 6.7.1.2. Specification of the circumstances under which an emergency application of pesticides can be conducted.
- 6.7.2. The organization shall develop and implement a communication strategy that provides universal notification to building occupants of pesticide application.
- 6.7.3. The organization shall maintain a pesticide application log that indicates the type, quantity, and circumstance of any pesticides applied within a building.
- 6.7.4. The organization shall establish recordkeeping procedures for pest monitoring locations and actions taken to prevent or mitigate infestations.

### **6.8. Building Exterior and Hardscape Management Plan**

The section only applies to the extent that the organization is the primary provider of building exterior services and only with respect to those buildings listed in Section 6.1.2 at which building exterior services are provided. If the organization does not provide building exterior services, this section is not applicable.

- 6.8.1. The organization shall develop and implement an environmentally preferable, low-impact building exterior and hardscape management plan that helps preserve surrounding ecological integrity.
- 6.8.2. To the extent that the organization delivers the following services, the plan shall address:
  - 6.8.2.1. Maintenance equipment
  - 6.8.2.2. Snow and ice removal
  - 6.8.2.3. Cleaning of building exterior
  - 6.8.2.4. Paints and sealants used on building exterior
  - 6.8.2.5. Cleaning of sidewalks, pavement, and other hardscape

### **6.9. Solid Waste Management (Recycling)**

The organization shall have a waste reduction and recycling plan consistent with Section 4.1.b (Waste Disposal and Recycling Plan). Such plan may include waste stream audit procedures and a commitment to the diversion of waste through an active waste reduction and recycling program. This section only applies to the extent that the organization manages the waste stream.

### **6.10. Resource Conservation**

The organization may have a written plan that addresses its efforts to conserve resources including cleaning materials, water, energy, and transportation used during the cleaning process.