



*Pioneers of Environmentally Responsible Chemistry*

## GUIDE TO DEVELOPING A GREEN CLEANING PROGRAM



The Momar Green Team

Before an effective green cleaning program can be developed, it is important to define what *Green Cleaning* really is.

*Green Cleaning: A balance of effective and sustainable cleaning products, equipment, and practices that result in a reduced effect on health and the environment.*

Implementing a successful green cleaning program is a process that can be divided into three stages: Agreement, Implementation, and Stewardship.

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### I. Agreement: establishing a baseline and building the plan

It is important to establish a green team made up of management and facility maintenance personnel. Everyone on the green team must understand the current state of a cleaning program before a plan for improvement can be outlined. Green teams need to consider the following points when building a green cleaning plan:

- ❖ Perform an existing cleaning chemical inventory. *Momar's Greenaction Playbook can help.*
- ❖ Perform an existing cleaning equipment inventory.
- ❖ Evaluate janitorial paper and trash can liners.
- ❖ Review cleaning specification and cleaning logs.
- ❖ Evaluate recycling programs.
- ❖ Conduct surveys of the building occupants about general housekeeping.
- ❖ Choose issues that can be realistically measured and improved.

Once all of the opportunities and challenges are understood by everyone involved, progress can begin by building a successful green cleaning plan. Successful green cleaning plans must balance practicality and affordability. The most successful plans often address:

- ❖ **Cleaning chemicals**
  - Replace all noncertified cleaning chemicals with products that meet the U.S. EPA's Safer Choice, Green Seal, or Environmental Choice certification standards. *Momar's Greenaction Products meet the Safer Choice standard.*
  - Wherever possible, replace ready-to-use products with dispensing, proportioning systems that can safely convert economical concentrates into ready-to-use solutions. *Momar's MixMaster™ Proportioning Dispensers were designed specifically for Greenaction products.*
  - Remove all disinfectants and sanitizers except in areas that specifically require their use (restrooms, kitchens, etc.) *Momar's Neutra-Dis™ is a concentrated neutral disinfectant/sanitizer that is much greener than conventional products.*
  - Use fewer types of chemicals by consolidating wherever possible. *Momar's Green Heat™, Neutrox™, and Vigor™ are all designed to work for multiple applications.*
- ❖ **Waste**
  - Implement a recycling program if one is not already established.
  - Standardize waste receptacle sizes and purchase liners appropriate for the sizes.
- ❖ **Floor care**
  - Implement a sustainable, no-strip or low-strip floor-care program that incorporates a high traffic, zinc-free, phthalate-free floor finish, a butyl-free, non-caustic floor stripper, and a combination of spray-buffing, burnishing, deep-scrubbing, and recoating processes. *Momar's Tough-As-Nails™ Green is the anchor of Momar's Green Floor Care Program.*
  - Replace traditional dust mops, damp mops, and finish applicator mops with microfiber flat mops to capture more dust and improve productivity and ergonomics. Replace feather or wool dusters and all cloth wipers with microfiber cloths to improve productivity and performance. *Momar offers green equipment and supplies as part of its comprehensive Green Floor Care Program.*
  - Install an effective matting system to reduce introduction of outdoor pollutants. *Momar can help design and install custom matting systems.*
- ❖ **Janitorial paper products**
  - Replace current janitorial paper products made from virgin tree fiber with products made from recycled product, tree-free fibers, or rapidly renewable resources.
  - Replace multifold hand towels with large roll towels, and use hands-free dispensers.
- ❖ **Equipment**
  - Replace current vacuum cleaners with ergonomically designed units that better retain microscopic dust particles and other potential irritants. *Momar offers a line of ergonomic vacuums that meet or exceed HEPA.*
  - Ensure that each piece of equipment is in usable condition and meets all safety guidelines.
- ❖ **Procedures**
  - Modify cleaning procedures to accomplish tasks that require the use of potentially irritating chemicals when fewer occupants are in the building and allow sufficient time for floors to properly dry and odors to dissipate before allowing reentry.
  - Clean and organize all janitorial closets and supply areas. Ensure water supplies and drains function properly. Install adequate lighting and evaluate options to improve ventilation.
  - Provide hand sanitizers in "high touch" areas of the facility such as reception areas and near elevators and public telephones. *Momar's 99+™ Foaming Hand Sanitizer is available in a touch-free wall-mounted dispenser.*
  - Establish a policy against eating at desks to help prevent pest infestations.
- ❖ **Training**
  - Implement a green cleaning training program that encompasses material handling, product usage, and safety training.

Once the green cleaning plan is established and everyone is in agreement with how to proceed, implementation of the plan can begin.

## II. Implementation: putting the plan into action

Successful implementation of a green cleaning plan requires the participation and understanding of everyone who cleans and occupies a building. The assembly of a steering committee is often key to the proper execution of the plan. Steering committees usually consist of representatives for all departments who meet occasionally to discuss the plan, prioritize tasks, and overcome problems that may arise along the way. It is important that the green team gains the full support of the plan from the steering committee if successful implementation is expected.

The steering committee is responsible for getting the resources needed to implement the plan. The steering committee also manages the expectations of the departments and personnel who they represent. All successful green cleaning programs have one major thing in common: open lines of communication. It is important that everyone involved has a voice and that the steering committee recognizes and acts on the input they receive.

## III. Stewardship: the art of continual improvement

Keeping your green cleaning program on the cutting edge requires a plan that allows for change and growth. Technological improvements in chemistry, paper, and equipment for the cleaning industry have advanced a great deal in the past and will continue to advance in the future. What is green today, may not be considered green 5 to 10 years from now. Given that green cleaning is in a constant state of improvement, a key part of any green cleaning program needs to be the evaluation of newer products, equipment, and procedures. A relatively easy way to keep up with change is to establish a subgroup within the green team tasked with the annual or semi-annual evaluation of new product, equipment, and procedures. Following their evaluation, they should present their recommendations to the steering committee for discussion. Phase in implementation as older products are used up or equipment needs to be replaced. Some specific methods these groups typically employ include:

- ❖ Subscription to industry journals.
- ❖ Attendance of national and regional trade shows sponsored by ISSA.
- ❖ Joining of associations such as the Building Service Contractors Association International, Hospitals for a Healthy Environment, or the Healthy Schools Campaign.
- ❖ Develop a good working relationship with suppliers. They can provide a wealth of information.



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## GREENACTION PRODUCTS AND EQUIPMENT WORK WITH ALL GREEN CLEANING PROGRAMS

All Momar Greenaction products have been thoroughly reviewed by the U.S. EPA and have earned the Safer Choice label. These products include:

- **Dash™** – Concentrated Kitchen & Cafeteria All-Surface Cleaner with Peroxide
- **Envision™** – Ultra-Concentrated Neutral Floor Cleaner
- **Green Heat™** – Concentrated Industrial Strength Cleaner/Degreaser
- **Hammer™ 64X** – Concentrated High Speed Floor Restorer
- **Hammer RTU** – Ready-to-use High Speed Floor Restorer
- **Lucent™ 20X** – Concentrated Glass and Mirror Cleaner
- **Lucent RTU** – Ready-to-use Glass and Mirror Cleaner
- **Magnet™ 128X** – Concentrated Dust Cloth & Dust Mop Treatment
- **Magnet RTU** – Ready-to-use Dust Cloth & Dust Mop Treatment
- **Neutrox™** – Concentrated Neutral All-Surface Cleaner with Peroxide
- **Oomph™ 4X** – Concentrated Carpet Cleaning Solution and Spotter with Peroxide
- **Oomph RTU** – Ready-to-use Carpet Cleaning Solution and Spotter with Peroxide
- **Passage™** – Bioenzymatic Drain, Grease Trap, Lift Station, and Lagoon Digester
- **Pry-Bar™** – Odorless Floor Stripper – Coating, Finish, Wax, and Seal Remover
- **Remedy™** – Ready-To-Use Bioenzymatic Multi-Surface Cleaner & Remediator
- **Respond™ 3X** – Concentrated Tile, Bowl, and Metal Surface Cleaner & Deodorizer
- **Respond RTU** – Ready-to-use Tile, Bowl, and Metal Surface Cleaner & Deodorizer
- **Vigor™** – Concentrated Industrial Strength Cleaner/Degreaser with Peroxide



All of Momar's Greenaction products are available as concentrates in order to reduce plastic and cardboard packaging materials while simultaneously reducing fuel usage and emissions during the transport of products to our customers.

Momar's MixMaster™ proportioning and dispensing systems are designed specifically for Greenaction products. MixMasters accurately and conveniently convert the concentrated Greenaction products to ready-to-use solutions at the push of a button. MixMaster dispensers are customized by our sales group members during installation to perform precise dilutions of Greenaction products based on the customer's individual needs. The entire process is color-coded to eliminate contamination and ensure that the right product is used for the right job. Because the system is closed-loop, cleaning personnel are not exposed to the products during the transfer and mixing processes. Concentrated products are mixed with water and dispensed into use-solution bottles without spillage, waste, or exposure. And to further cut down on waste and energy consumption, the use-solution bottles are very durable and designed to be used over and over again for years.



Momar's Greenaction customer training and awareness programs set Momar apart from other green cleaning suppliers. Because "green" products are only "green" if they are used correctly, we initiated monthly newsletters about environmental stewardship, worker-safety matters, and proper green cleaning procedures. These informative and educational publications benefit end-users by providing them with factual information about proper product usage and cleaning methods. Another way we have advanced customer training and awareness is through instructional videos that explain how to use our proportioning units and products.



As Momar continues to pioneer the "green" movement, we are committed to developing more products in partnership with the U.S. EPA's Safer Choice Program. Currently we are formulating and testing "green" floor finishes, "green" insecticides, "green" hand soaps, and "green" dish soaps. Also, there are plans to formulate an entire line of biodegradable solvent degreasers and bio-based lubricants.





In addition to our partnerships with the U.S. EPA's Safer Choice Program and the Green Seal Program, Momar is also aligning itself with other "green" organizations who share similar goals. Momar is an approved partner with Energy Star and the EPA's SDSI (Safer Detergent Stewardship Initiative). Momar is also proud to be an ALLY MEMBER of the Green Hotels Association and is a member of the Atlanta Chapter of the US Green Building Council.

As resource conservation, workplace health and safety, and environmental stewardship continue to be the focus in the chemical industry, Momar will continue to lead the effort through our commitment to safer, more effective cleaning solutions.

For more information or to order products, contact Momar at 800-556-3967 or visit Momar's website at [www.momar.com/greenaction](http://www.momar.com/greenaction).



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