

UMass Chan Medical School

Environmental Building Services
Office of Sustainability

Green Cleaning Guidelines

March 2026

Contents

1. Purpose	3
2. Scope	3
3. Guiding Principles	3
4. Roles and Responsibilities	4
Environmental Building Services (EBS)	4
Environmental Health & Safety (EHS)	4
Office of Sustainability	4
5. Cleaning Product Standards	4
6. Disinfectants and Sanitizers	5
7. Cleaning Equipment and Tools	6
9. Procedures and Practices	6
10. Training and Communication	6
11. Procurement and Contracting	7
12. Performance Tracking and Continuous Improvement	7
13. Exceptions and Special Use Areas	7
14. Compliance and Review	8
Appendices	8

1. Purpose

UMass Chan Medical School is committed to maintaining clean, healthy, and safe facilities while minimizing adverse impacts on human health and the environment. These Green Cleaning Guidelines establish standards and practices that reduce exposure to hazardous chemicals, protect indoor air quality, and support UMass Chan's sustainability, environmental health, and public health goals.

2. Scope

These guidelines apply to all owned and leased UMass Chan Medical School facilities and cover custodial cleaning products, disinfectants, equipment, procedures, and training. It applies to work performed by in-house custodial staff and contracted custodial service providers.

These guidelines do not apply to the hospital.

These guidelines recognize that certain areas require specialized cleaning and disinfection practices to meet infection prevention, research integrity, and regulatory requirements, including:

- Animal medicine and anatomy areas, which require cleaning by specially trained crews
- Certain laboratory and high-risk research environments

In laboratory spaces, cleaning is coordinated as follows:

- Decontamination is first performed by a qualified third-party service when required
- Environmental Building Services (EBS) conducts a final cleaning pass upon request
- Requests are submitted through the console system or directly to the assigned EBS staff member

3. Guiding Principles

- Protect the health and safety of building occupants, visitors, and staff
- Use the least toxic and most environmentally preferable products that meet performance needs
- Reduce waste, emissions, and chemical exposure
- Support continuous improvement and innovation in custodial practices
- Balance sustainability objectives with infection control, safety, and regulatory compliance

4. Roles and Responsibilities

Environmental Building Services (EBS)

- Oversee implementation of these guidelines
- Integrate green cleaning requirements into custodial contracts and standard operating procedures
- Coordinate with relevant campus stakeholders
- Use only approved cleaning products and equipment
- Follow established green cleaning procedures
- Participate in required training programs
- Utilize approved chemical dilution and dispensing systems

Environmental Health & Safety (EHS)

- Review cleaning products for chemical safety and regulatory compliance
- Support risk assessments and exception requests
- Review and approve disinfectants and protocols for clinical and high-risk areas

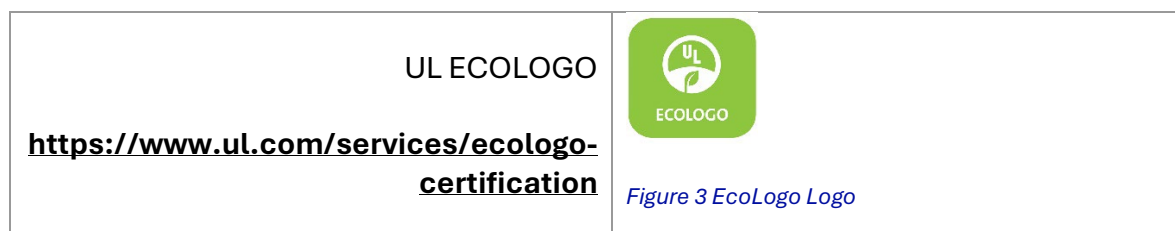
Office of Sustainability

- Provide guidance on green cleaning standards and best practices
- Support tracking, reporting, and continuous improvement efforts

5. Cleaning Product Standards

UMass Chan will prioritize the use of cleaning products that meet recognized third-party environmental and health standards, where feasible. Preferred certifications include:

Green Seal <u>Home - Green Seal</u>	 <i>Figure 1 Green Seal Logo</i>
U.S. EPA Safer Choice <u>Safer Choice US EPA</u>	 <i>Figure 2 Safer Choice Logo</i>



Product selection criteria may include:

- Reduced toxicity and low volatile organic compound (VOC) content
- Absence of added fragrances where feasible
- Concentrated formulations to reduce packaging and transportation impacts
- Recyclable or reduced packaging

EBS, in coordination with EHS and the Office of Sustainability, will

- Maintain an approved product list and establish procedures for product review and approval.
- Review proposed products for compliance with recognized environmental and health standards
- Review and keep copies of each product's Safety Data Sheet (SDS) review and risk assessment
- Evaluate product performance and compatibility with existing equipment and use conditions
- Pilot test prior to campus-wide implementation when appropriate
- Keep documentation and recordkeeping of approved products and usage limitations
- Conduct periodic reassessment of products based on regulatory changes, new technologies, and institutional priorities
- Uphold a defined process for requesting, reviewing, and approving exceptions

6. Disinfectants and Sanitizers

Disinfectants and sanitizers are regulated pesticides and may not meet green certification standards. Their use will be:

- Limited to areas and situations where disinfection is required
- Applied in accordance with manufacturer instructions for dilution, dwell time, and use

UMass Chan encourages targeted disinfection strategies to avoid unnecessary chemical use while ensuring compliance with infection prevention and regulatory requirements. Selection of disinfectants will prioritize the least hazardous effective option approved by EHS.

7. Cleaning Equipment and Tools

Custodial equipment will be selected to improve indoor environmental quality and reduce resource use. Preferred equipment includes:

- High-efficiency vacuums equipped with HEPA filtration
- Microfiber cleaning cloths
- Equipment designed to minimize noise, energy use, and water consumption
- Automated dilution and dispensing systems
- Blue recycling bin liners for centralized trash areas

EBS staff use a **Mixmate chemical dispensing system** to:

- Reduce chemical exposure
- Ensure accurate chemical measurement and proper dilution
- Improve chemical security
- Reduce packaging waste and overall chemical consumption

Training for specialized equipment operation is provided to a select group of EBS staff through in-person instruction focused on safe and proper operation.

In addition, technical assistants are trained to support equipment operators as needed.

9. Procedures and Practices

Standard operating procedures will address:

- Proper chemical handling, storage, labeling, and disposal
- Accurate dilution and use of cleaning products
- Spill prevention and response
- Preventative and routine cleaning practices

Where feasible, UMass Chan will support practices such as daytime cleaning and preventative maintenance strategies that reduce overall cleaning needs and chemical use.

10. Training and Communication

All custodial staff and supervisors will receive training on:

- Green cleaning principles and objectives
- Safe chemical handling and hazard communication

- Proper use and maintenance of cleaning equipment
- Recycling procedures
- OSHA leadership training

Training for specialized equipment is provided in person to designated EBS staff and technical assistants to ensure safe and effective operation.

UMass Chan will communicate green cleaning practices to building occupants and provide mechanisms for feedback and concerns.

11. Procurement and Contracting

Green cleaning requirements will be incorporated into custodial contracts, purchasing specifications, vendor contracts, and vendor evaluations. Preference will be given to vendors that:

- Supply compliant products and equipment
- Provide training, technical support, and documentation
- Demonstrate continuous improvement in sustainable practices

12. Performance Tracking and Continuous Improvement

Performance and quality assurance will be supported through routine monitoring and inspections.

EBS managers conduct rotating **Rounds** using a standardized checklist to:

- Ensure spaces are maintained at required quality standards
- Identify issues and areas for improvement
- Follow up on reported concerns
- Verify proper cleaning practices
- Ensure proper implementation of centralized trash
- Ensure quality and consistency of signage first two floors of each building

Tracking efforts may include:

- Percentage of approved green cleaning products in use
- Reduction in hazardous chemical use
- Training participation and completion rates
- Results from inspection and quality assurance checklists

13. Exceptions and Special Use Areas

Exceptions to these guidelines may be granted for specific areas or circumstances where green cleaning products or practices are not feasible. Exceptions must be documented, approved by Facilities Management in coordination with EHS, and reviewed periodically.

Specialized areas such as animal medicine, anatomy, and certain laboratory environments may require alternative cleaning protocols performed by specially trained staff.

14. Compliance and Review

These guidelines are intended to align with applicable federal, state, and local regulations, as well as healthcare and accreditation standards.

The Green Cleaning Guidelines will be reviewed **at least every two years** and updated as necessary to reflect evolving best practices, operational needs, and regulatory requirements.

Effective Date: March 2026

Responsible Offices: Environmental Building Services, Office of Sustainability

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