



## IEQ PREREQUISITE 3: GREEN CLEANING POLICY

*All fields and uploads are required unless otherwise noted.*

### ALL OPTIONS

This static sample form has been modified for offline access. All sections of the form are visible. Sample forms are for reference only.

Performance period start:

Performance period end:

Invalid date range: The performance period must be between 89 and 731 days, and must end within 90 days of the overall project performance period given in PI Form 4.

A green cleaning policy or contractual agreement for the building and site was in effect for the project building over the performance period.

#### REQUIRED SIGNATORY

Initial here:

OWNER/  
FACILITY MANAGER/  
PROPERTY MANAGER

**Upload IEQp3-1.** Provide a copy of the compliant green cleaning policy/contract that covers the project building and includes relevant requirements.

Files: 0

Upload a copy of the policy and include an appropriate signatory.

The policy includes requirements relating to the following:

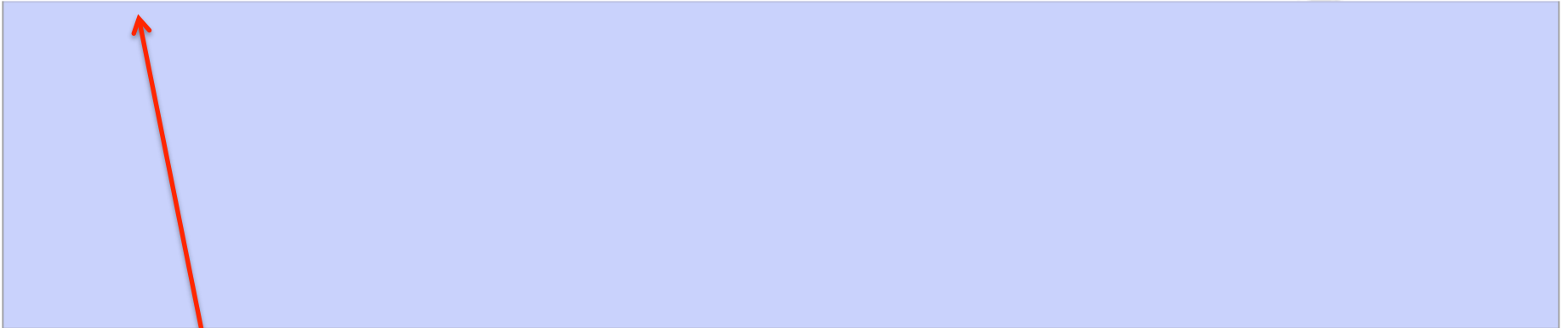
- ☐ Purchase of sustainable cleaning and hard floor and carpet care products meeting the sustainability criteria outlined in IEQ Credit 3.3. (The project team is not required to apply for IEQc3.3, but the Green Cleaning Policy must adhere to the requirements of the credit.)
- ☐ Purchase of cleaning equipment meeting the sustainability criteria outlined in IEQ Credit 3.4. (The project team is not required to apply for IEQc3.4, but the Green Cleaning Policy must adhere to the requirements of the credit.)
- ☐ Establishment of standard operating procedures (SOPs) addressing how an effective cleaning and hard floor and carpet maintenance system will be consistently utilized, managed and audited. If applicable, it specifically addresses cleaning to protect vulnerable building occupants.
- ☐ Development of strategies for promoting and improving hand hygiene, including both hand washing and the use of alcohol-based waterless hand sanitizers.
- ☐ Development of guidelines addressing the safe handling and storage of cleaning chemicals used in the building, including a plan for managing hazardous spills or mishandling incidents.
- ☐ Development of requirements for staffing and training of maintenance personnel appropriate to the needs of the building. It addresses the training of maintenance personnel in the hazards of use, disposal and recycling of cleaning chemicals, dispensing equipment and packaging.
- ☐ Provision for collecting occupant feedback and continuous improvement to evaluate new technologies, procedures and processes.

Check each box to verify that your policy meets all the prerequisite requirements.

Choose the right scenario for your building.

- ☒ The scope of the green cleaning policy includes cleaning activity throughout the entire project building and for the associated grounds.
- ☐ The scope of the green cleaning policy includes cleaning activities only in portions of the project building, which represent less than the entire building.

List and describe the portion(s) of the building exempted from this prerequisite.



Include a summary of the excluded spaces if needed. Because the policy is only required to cover the building areas under management control, excluded area may exceed 10%.