Green Cleaning
Processes and Products

Green Cleaning
The established Olympus Green Cleaning Plan is provided on the following pages. It describes the comprehensive Green Cleaning services Olympus can provide related to cleaning chemicals, cleaning procedures and policies, cleaning equipment and reducing solid waste.

Overview
Olympus is a leader in implementing green cleaning solutions including processes, management, training and customer awareness programs. Olympus realizes that how we clean and what we use to clean can have a direct impact on indoor environmental quality. Many traditional cleaners can be dangerous to use and can greatly affect indoor air quality with irritating fumes, harsh acids and alkalies, glycol ethers, particulates, petroleum distillates, and even carcinogens. The negative impact can extend to building occupants such as employees, customers, and other visitors, as well as affect costs in terms of waste disposal, worker liability, and regulatory reporting.

The Olympus Green Cleaning Plan is designed to reduce the exposure of building occupants and maintenance personnel to potentially hazardous chemical, biological and particle contaminants that adversely impact air quality, human health, building finishes, building systems, and the environment. Olympus has aligned our plan to follow the recommendations and guidelines set forth by the United States Environmental Protection Agency’s (EPA) Environmentally Preferable Purchasing (EPP) Program, Green Seal Program, and the Green Building Council Leadership in Energy and Environmental Design (LEED) Existing Buildings (EB) Program.

Olympus actively partners with each customer facility to help improve the health and safety of their environments while assisting in obtaining LEED credits. The Olympus plan can help our customers achieve sustainable Green Cleaning throughout their respective facilities. Olympus understands that “Sustainable Cleaning” encompasses more than the concept of minimizing building occupant and employee exposure to potentially hazardous chemicals. All stages of sustainable cleaning can be measured for environmental performance, including product and equipment installation, operation, long-term maintenance and disposal.

Olympus is a champion for Government programs that enable our partners to reduce environmental impact and increase operating efficiency through green building initiatives while working toward LEED certification by the U.S. Green Building Council.

Detailed Plan
The Olympus Green Cleaning Plan is a comprehensive and integrated cleaning program that promotes environmental responsibility while protecting human health and the environment.

Olympus follows standards outlined by Green Seal, GS-42. The plan encompasses all indoor activities typically required to clean commercial, public, industrial, government and university buildings. Within 90 days of contract performance, Olympus will develop and maintain a mandated set of Standard Operating Procedures (SOPs) specific for every building to be cleaned.
All of our SOPs will be reviewed and updated as needed on an annual basis. Olympus will work closely with the contracting team to ensure the facilities and all occupants are receiving the maximum benefits resulting from a sound and well-managed plan. Our SOPs will offer clearly defined guidance and processes to ensure the best quality in the following plan components:

- All cleaning procedures
- Chemical handling and tracking
- Chemical products and stocking
- Waste disposal
- Equipment maintenance
- Equipment operation
- Communication protocol and requirements
- Training programs
- Safety for all workers, customers and visitors
- Inspection programs
- Reporting and record keeping

In addition to the SOPs, the Olympus Green Cleaning Plan defines several key areas of importance to ensure effective management and oversight. Those areas include the following sub-sections.

**Sustainability**

Sustainability is a holistic strategy that strives to balance the needs of the present without compromising the ability of future generations to meet their own needs. Within the context of each customer facility, sustainability has broad implications throughout the entire system, including energy consumption, environmental impact and overall facility costs. Sustainability programs and Environmental Management Systems (EMSs) are becoming a way of doing business at schools. Olympus continuously looks for ways to leverage our expertise to offer a world-class program that is integrated with the overall customer EMS.

Starting with a complete site survey and inventory of current cleaning problems, goals, and resources, the Olympus plan will educate management, building occupants, workers and contract officials on hazardous chemicals and dangerous strategies. Additionally, we will work to provide continuous education for the facility management on the most current industry information, potential liability, and concepts of cleaning for health.

We suggest and recommend positive, healthy changes and deliver educational programs aimed at developing proactive leadership and sustainable practices.
Green Teams
At the customer’s request, we can set up Green Teams to support, initiate and encourage “green thinking.” These teams help establish a management structure to maintain and promote sustainability. In short, we provide the knowledge, safety training, products, and procedures to improve and maintain your environment while reducing labor costs, chemical usage, and risk.

Health Concerns
Public locations, such as schools, are at high risk for spreading sickness and disease because of the high volumes of building occupants coming and going at varying times of the day. Students are particularly at risk, with common restrooms being a prime location for the spread of germs. Olympus views this challenge as an opportunity to really showcase the benefit of a Green Cleaning plan.

For example, Olympus uses an innovative process for preventing cross-contamination of areas being cleaned. By using washable mops that can be designated to specific areas, i.e. restroom mop, hall mop, etc., we can assure that no germs are being transferred from one area to another. These mops also have a built-in solution source that always provides clean, uncontaminated solution.

Additionally, by utilizing specialized restroom cleaning equipment, Olympus is able to more effectively sanitize restroom areas, killing disease-causing bacteria (a more detailed description of bathroom sanitizing equipment is provided in a subsequent section).

Adequate floor mats collect dirt and dust that commonly is brought inside from building occupants’ shoes, and are the first line of prevention against the spread of allergens. Olympus personnel serve as a second line of defense by immediately responding to any emergency situation and ensuring spills are not walked through and tracked throughout the building. Olympus Management can provide an additional layer of protection as they can regularly survey the facilities and note any areas needing extra attention. As needed, they can schedule employees to make sure all areas are as clean as possible when the building occupants and visitors enter buildings.

Green Guidelines for Products, Supplies, and Equipment

Low-Impact Cleaning Chemicals
The choice of chemical supplies is one of the most important decisions any janitorial company can make. Chemical technologies are important in reducing the risk of disease transmission as well as improving IAQ and even preventing slips and falls. Custodial workers are among the most injured job categories, and many injuries result from exposure to hazardous chemicals. While many companies like to promote the concept of “Green Cleaning” and some may even have sound outlines, only a few commit to utilizing a complete line of green chemicals. Olympus is 100% committed to “Green Processes,” and a quick cross check of our supply list will clearly show the manufacturer, product, use and certification status for all of our products.

Olympus has chosen Green Seal Certified Solutions for our cleaning products, which will be distributed in solution centers usually located in janitorial storage closets or other places where cleaning solutions are kept for distribution. We provide environment-
friendly cleaning products for all of our customers, ensuring that building occupants are satisfied by the quality of the products as well as the low impact they have on the environment. Olympus will provide the Contract Administrator a complete product listing along with MSDS sheets for all of the proposed cleaning products. Additionally, Olympus typically has training sessions on a monthly basis to ensure cleaning products distributed in solution centers are used properly. This monthly training also serves as an opportunity to educate the staff in procedures and progress toward achieving green initiative goals.

Affiliations, Associations, Memberships, and Certifications

Healthy Schools Campaign
HSC advocates for policies and practices that allow all students, teachers and staff to learn and work in a healthy school environment. Webster Industries is proud to be a part of this effort.

Green Seal™
Any product that is identified as Green Seal certified meets the Green Seal™ environmental standard for industrial and institutional cleaners based on its reduced human and environmental toxicity and reduced volatile organic compound content.

Carpet Technology
Olympus uses large, efficient carpet extraction equipment to help improve the visual appeal of the carpeted surfaces.

Our carpet extractor can fully extract and leave the carpet dry in less than 30 minutes. We specifically use Noble’s Strive carpet extractor to ensure completion of this requirement. The Tennant carpet extractor performs on two levels. When the Ready Space technology is in use, the water is sprayed onto specially designed rollers that remove dirt from the carpet. In full extraction mode standard extraction techniques are performed, but the amount of water applied to the carpet is completely adjustable. The powerful vacuum recovery system removes more water from the carpet, leaving it ready to be used in a shorter period of time. By extracting more water from the carpet there is less opportunity for mold, mildew and odors to develop, leaving the room smelling fresh and clean. By using the Ready Space technology, Olympus is able to perform carpet extraction more frequently without the extended drying time required using standard extraction techniques. This keeps the facility looking new all year long.
General Cleaning Practices

**Vacuum Use/Maintenance**
Olympus can adhere to the following guidelines:

- Use of proper bags and HEPA filters consistent with manufacturers’ guidelines.
- Equipment inspected after every two hours of operation.
- Limited exposure to dust and particles.

**Communications and Training**
Olympus has a strategic communications plan that will allow our employees, building staff, visitors, and all occupants to clearly understand when they are around a potential hazard. Communication processes include:

- Postings
- MSDS
- Training
- Suggestions
- Appropriate materials

**Summary**
Olympus will ensure we continually refine our “Go Green” process in order to reduce all occupant exposure to potentially hazardous chemicals, biological and particle contaminants that adversely impact air quality, health, building finishes, building systems, and the environment. Olympus understands that the benefits include reduced liability exposure and reduced health problems due to air contaminants and additional contamination. Moreover, the productivity and well being of building occupants will be enhanced. Olympus will be an active partner with the Arizona State University in meeting common goals and sustainability within all environments. Olympus can help the Arizona State University become a high-performance facility that is both environmentally profitable and a healthy place to visit and work.
Green Cleaning Products

Kaivac Cleaning System
Kaivac’s hygienic green cleaning systems monitor and remove soils and other bio-pollutants to promote the health of occupants and workers. Kaivac’s primary cleaning chemicals are certified by Green Seal. The Kaivac machine requires fewer chemicals to clean an entire building, reducing chemical usage by as much as 90%.

Orbio os3 System
One of the recently integrated dispenser at the ASU Tempe campus is the Orbio machine. Orbio® os3 system is the future of OSG (On-Site Generation). The Orbio system is small enough to fit into most janitorial closets and generates both cleaning and antimicrobial solutions on-site at your location.

os3 Specifications

<table>
<thead>
<tr>
<th>Dispensing System</th>
<th>MultiSurface Cleaner</th>
<th>MultiMicro 200</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dispenser dilution ratio</td>
<td>10:1</td>
<td>7.5:1</td>
</tr>
<tr>
<td>RTU (Ready-to-Use) dispensing capacity (with full Concentrate tank)</td>
<td>50 gal/190L</td>
<td>25 gal/95L</td>
</tr>
<tr>
<td>pH (RTU)</td>
<td>10 - 11.5</td>
<td>6 - 8</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Generation System</th>
<th>MultiSurface Concentrate</th>
<th>MultiMicro Concentrate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Generator tank capacity</td>
<td>5 gal/19L</td>
<td>3.5 gal/13L</td>
</tr>
<tr>
<td>Generation rate</td>
<td>1 gal per hr/3.8L per hr</td>
<td>1.4 gal per hr/5.3L per hr</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Dimensions/Weight</th>
<th>Water Softener</th>
<th>os3 Generator</th>
<th>Power Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Depth</td>
<td>14 in/356 mm</td>
<td>14 in/356 mm</td>
<td>Circuit requirement (min): ISA</td>
</tr>
<tr>
<td>Width</td>
<td>24 in/610 mm</td>
<td>24 in/610 mm</td>
<td>Input AC voltage:</td>
</tr>
<tr>
<td>Height</td>
<td>27 in/686 mm</td>
<td>32 in/813 mm</td>
<td>120V/60Hz or 230V/50Hz</td>
</tr>
</tbody>
</table>

*MultiMicro 200 refers to MultiMicro Concentrate that has been diluted by the Orbio® os3 dispenser to the ready-to-use form containing 200 ppm free available chlorine.
Pro Team Super Coach Hepa Back Pack Vacuum

Super CoachVac HEPA, with HEPA Level Filtration, are designed to handle high square-footage areas that require the utmost cleanliness. A high-powered motor combined with Four Level Filtration and a 10 quart filter trap more dust with less downtime. Removes substantially more soil from commercial carpet and is more than 3 times faster than traditional uprights.

HEPA filter works in concert with ProTeam’s advanced Four Level Filtration system (including organically treated Intercept Micro Filters) to capture 99.97% of airborne particles .3 micron or larger which meets HEPA filtration levels. The Super CoachVac HEPA have earned the Gold Seal of approval/Green Label from the Carpet and Rug Institute (CRI), signifying the vacuum system meets higher standards for carpet cleaning effectiveness and Indoor Air Quality.

Meets the requirements of the U.S. Green Building Council’s LEED rating system for Green Cleaning – Sustainable Cleaning Equipment.

Utilizes mountaineering-style backpack technology to carry the vacuum comfortably and ergonomically across the hips. Backpack vacuums are proven to clean more area in less time and with less operator fatigue. Integrated tool belt keeps accessory tools within your grasp.

Includes a thermal protector shut-off switch that prevents the motor from overheating due to a full filter or obstruction within the vacuum.

Tennant EcH,0 Technology T3 Autoscrubber ORBITAL

ec-H2O technology electrically converts water into an innovative cleaning solution that cleans effectively, saves money, improves safety, and reduces environmental impact compared to daily cleaning floor chemicals and methods.

• Cleans Effectively

Real-world testing by customers and a third party has shown that scrubbing with ec-H2O technology effectively removes soil. And ec-H2O leaves no chemical residue so your floors retain that polished look with simplified ongoing floor maintenance.

Saves Money

Using ec-H2O technology can deliver cost savings and productivity gains by reducing training, purchasing, storing, handling, and mixing tasks and costs associated with floor cleaning chemicals.

Increases Safety

NSFI certifies that ec-H2O technology significantly improves floor traction, which can reduce slip-and-fall accidents. NSFI registration means that ec-H2O is safe to use even in food and beverage handling environments.
Reduces Environmental Impact

et-H2O technology significantly reduces the environmental impact of cleaning operations in seven key categories, according to a third-party study by EcoForm. Scrubbers equipped with et-H2O technology can scrub up to three times longer with a single tank of water and use up to 70% less water than conventional floor scrubbing methods.

**Tennant EcH.0 Technology T5 Autoscrubber**

Set new standards of cleaning with the versatile T5 scrubber, enhanced by Tennant innovative scrubbing technologies:

- Meet your facility’s needs with disk or cylindrical scrubbing, ranging from 24 in / 60cm to 32 in / 80 cm cleaning paths
- Increase productivity with optional sealed batteries that provide up to 4.5 hours of run time and eliminate hazardous leaking in your environment
- Clean up to three times longer with a single tank of water with innovative et-H2O or FaST technologies that use 70% less water

**Key machine features of the T5 walk behind floor scrubber:**

- Hygienic® tank can reduce mold, bacteria, and odors with easy access for cleaning
- QA Controls® provide quality assurance regardless of operator experience
- Superior squeegee design provides maximum solution recovery, even on 180 degree turns

**Choose the scrubbing technology for your Tennant scrubber:**

**Key machine features of the T5 walk behind floor scrubber:**

- Hygienic® tank can reduce mold, bacteria, and odors with easy access for cleaning
- QA Controls® provide quality assurance regardless of operator experience
- Superior squeegee design provides maximum solution recovery, even on 180 degree turns

**Choose the scrubbing technology for your Tennant scrubber:**

- et-H2O™ technology electrically converts water into an innovative cleaning solution that cleans effectively, saves money, improves safety, and reduces environmental impact compared to daily cleaning floor chemicals.
- FaST – Foam-activated Scrubbing Technology® provides clean, dry floors in minutes to reduce room or hallway closure times
Below is a detailed list of our Green Seal Certified Chemicals used throughout all our accounts:

<table>
<thead>
<tr>
<th>Product Description</th>
<th>Green Seal Certified</th>
<th>Certified Green by approved Third Party Certifier</th>
<th>Renewal Resources</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spartan Clean By Peroxy COG All Purpose Cleaner</td>
<td>X</td>
<td></td>
<td></td>
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<tr>
<td>Spartan BioRenewable COG Glass Cleaner</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Spartan TriBase COG Multi Purpose Cleaner</td>
<td>X</td>
<td></td>
<td></td>
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<tr>
<td>Spartan Consume Eco-Lyzer COG</td>
<td>Can’t be certified</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Spartan HDQ COG Multi-Purpose Disinfectant</td>
<td>Can’t be certified</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Brady Clean Solutions Floor Finish</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Brady Clean Solution Floor Stripper</td>
<td>X</td>
<td></td>
<td></td>
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<tr>
<td>Spartan FloorFront</td>
<td>X</td>
<td></td>
<td></td>
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<tr>
<td>Falcon FS-1 WaterFree Cartridge Kit</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Kablooey Restroom Cleaner</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Brady Minimum Moisture Carpet Spotter</td>
<td>X</td>
<td></td>
<td></td>
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<tr>
<td>Brady Minimum Moisture Carpet Pre-Spray</td>
<td>X</td>
<td></td>
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<tr>
<td>Brady Minimum Moisture Encapsulated Cleaner</td>
<td>X</td>
<td></td>
<td></td>
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<tr>
<td>Spartan Graffiti Remover SAC</td>
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<td></td>
<td>X</td>
</tr>
<tr>
<td>Brady Gum Remover</td>
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</tr>
<tr>
<td>Soap/Sanitizer</td>
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<tr>
<td>SANITIZER, TC NON-ALC FOAM 800ML 6/CS</td>
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<td></td>
<td></td>
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<tr>
<td>TC Foam Soap 6x1000ml</td>
<td>X</td>
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</tbody>
</table>

Below is a detailed list of our products that will be used at all ASU Facilities:

<table>
<thead>
<tr>
<th>Product Description</th>
<th>Green Seal Certified</th>
<th>Certified Green by approved Third Party Certifier</th>
<th>Renewal Resources</th>
</tr>
</thead>
<tbody>
<tr>
<td>EcoSoft™ Multifold Towels 48000</td>
<td>X</td>
<td></td>
<td></td>
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<tr>
<td>EcoSoft™ Controlled Roll Towels 31000</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>EcoSoft™ OptiCore® Controlled Bath Tissue 12990</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>EcoSoft™ OptiCore® Controlled Bath Tissue 12990</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SANITARY, PADS NATURELLE MAXI HS MT-4</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>SANITARY, TAMPON NATURELLE HS T500</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>NATURELLE TAMPONS 500/CS Naturelle Tampons individually wrapped in vendin...</td>
<td>10%-100% PCW</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Revolution Liner 36x47 .59GA</td>
<td>10%-100% PCW</td>
<td></td>
<td></td>
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<tr>
<td>Revolution Liner 43x47 .70GA</td>
<td>10%-100% PCW</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Revolution Liner 28x45 .70GA (Blue Liner)</td>
<td>10%-100% PCW</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Revolution Liner 36x47 .70GA (Blue Liner)</td>
<td>10%-100% PCW</td>
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</table>
EcoSoft® Multifold Towels 48000
This multifold EcoSoft® towel is designed for high-traffic facilities. This towel satisfies customers who support recycling and request quality toweling that helps create a cleaner environment. This multifold towel is 100% recycled and contains a minimum of 50% post-consumer waste.

EcoSoft® Controlled Roll Towels 31000
This EcoSoft® controlled roll towel satisfies those seeking to achieve green status for their facility and purchase toweling produced with methods less harmful to the environment. This roll towel is 100% recycled and contains a minimum of 50% post-consumer waste, which exceeds EPA guidelines. EcoSoft® controlled roll towels provide added value and benefits such as usage control and cost savings when combined with Wausau Paper controlled roll towel dispensers. This quality roll towel is high capacity and ideal for schools, universities, stadiums, and other high-traffic areas.

EcoSoft® OptiCore® Controlled Bath Tissue 12990
This EcoSoft® controlled-use tissue is Green Seal™ certified and ideal for high traffic areas due to its capacity. This single-ply tissue features OptiCore® two-part core technology that helps reduce product waste and cost when combined with the coordinating Revolution® and Dubl-Serv® dispensing systems. This quality tissue is 100% recycled, contains a minimum of 25% post-consumer waste, and features environmentally preferable packaging.