



# CLEANING ASSESSMENT REPORT



7/29/2008

YOUR BUILDING

# Cleaning Assessment Report

## OVERVIEW

We conducted two independent audits on Tuesday July 23, 2008 (attached) and averaged them to establish a cleaning level. The cleaning appearance level for you building is \_\_\_\_\_. All other LEED credit protocols / performance documents relating to green cleaning have been checked and are either up-to-date or need your attention as indicated below:

- **Indoor Environmental Quality (EQ) Prerequisite 3 / Managements green cleaning policy**  
*This policy was not in management's office in binder or electronic form. This policy is required for LEED certification.*
- **Indoor Environmental Quality (EQ) EQ 3.1 / "Green Cleaning Program"**  
PJS document is up-to-date and available in management's office.
- **Indoor Environmental Quality (EQ) EQ 2.1 / Occupant Comfort Survey**  
*Optional LEED credit, this has not been implemented. Please contact PJS if you would like assistance in developing the protocols.*
- **Indoor Environmental Quality (EQ) EQ 3.4 - 3.6 / Purchase of "Green" Supplies**  
*PJS does not control the purchase of paper towels, toilet tissue or hand soap and cannot verify the purchasing history. Purchases of cleaning chemicals for the last quarter have been attached and have been marked, where appropriate, as meeting the requirements for this credit. You will need to compile all the other purchasing data and determine the credit points earned based on the USGBC letter template.*
- **Indoor Environmental Quality (EQ) EQ 3.7 / Sustainable Cleaning Equipment**  
*The log book containing all the required elements has been verified and is up-to-date and available for review in the custodial office.*
- **Indoor Environmental Quality (EQ) EQ 3.8 / Entranceway Matting**  
*The requirement for this credit is to have a minimum of 10 feet of matting at all entranceways on the interior. We have inspected these areas and found that your matting is in excellent condition and meets the standard.*

## AREAS NEEDING ATTENTION

Our cleaning assessment inspects a minimum of 40% sampling of each area type and averages that specific to determine the cleaning level rating. In this section of the report we detail any specific area that needs attention in order to be at a level 2 or better.

Bruce Albright

LEED-AP

