

21 Acres Kitchen Sanitation Schedule

This Document is intended to be used as “Attachment A” for the WSDA Food Processor License Application

Green Operations at 21 Acres

The Green Building Team has created programs to support the sustainability policies of 21 Acres; these programs use the least toxic means to clean the facility and manage pests. The intent of the programs is to reduce exposure of building occupants, visitors, service technicians and property management staff to potentially hazardous contaminants during the cleaning of the facility and the control of pests. These programs have plans that identify methods to minimize contaminants that potentially adversely impact air and/or water quality, health, building finishes, building systems and the environment.

Spaces within the Center and the Commercial Kitchen are available for short-term and long-term lease. The variety of users offers the opportunity to share green operations best practices through Building Occupants Guidelines. Lessees are required to use the 21 Acres selected equipment and products during their use and clean-up of the leased space.

This Best Practices takes in to account the potential of space being used by creators of Organic products, therefore the selection of cleaning products and protocols is made to support this endeavor.

Cleaning Schedule:

1. Fixtures – Daily
2. Appliances (refrigerator/oven interior and exterior) – Daily
3. Floor Maintenance (vacuum and light mop) – Daily
4. Floor Maintenance (seal / polish concrete) – Every 6 months
5. Wall Maintenance (may be more frequent depending on use) – Every 6 months
6. Work Surfaces (Stainless Tables, Counter tops and backsplashes) – Daily
7. Storage Surfaces (Stainless) Monthly
8. Waste Management (may be more frequent depending on use) – Daily
9. Recycling Management (may be more frequent depending on use) – Daily

Cleaning Products Used at 21 Acres:

-(Diversey) Suma Break Up - Multi-surface cleaner/degreaser for removal of protein, fats & food residue
-(Diversey) Glance NA Glass & Multi-purpose non ammoniated cleaner - Glass & Mirror Cleaner
-(Diversey) - Crew Bathroom Cleaner & Scale Removal - bathroom/toilet/urinal/shower/tile cleaner (Clivus Compostable Toilet manuf conf'd product ok)
-(Diversey) Stride Citrus - PH Neutral Cleaner - for concrete floors, restroom counter-tops & elevator floor
-(Sunshine Makers, Inc.) Simple Green Stainless Steel one-step cleaner & polish –
-(BonAmi) cleanser used for interior & exterior glass doors, windows & clerestory - biodegradable, unscented, no-abrasive all purpose cleaner
-SaniDate 5.0 - a chlorine alternative that kills bacteria, fungus, and spores on contact, for sanitizing hard surfaces and equipment. =USDA NOP Compliant for Organic Food Processing.

Green Program Specifics

- Understanding of all EPA janitorial guidelines.
 - Complete knowledge on the proper application of all supplies and equipment.
- a) Guidance on the use of sustainable cleaning material, products, equipment, janitorial paper products, and trash bags.
 - b) Required use of microfiber tools and wipes.
 - c) Guidance on the use of sustainable cleaning and hard floor and carpet care products meeting sustainability criteria.
- Proper disposal of all waste, plus composting and recycling.
 - Complete adherence to all Green program procedures as included in the 21 Acres Green Housekeeping Plan.

21 ACRES BEST PRACTICES

Environmentally Preferable Products

This promotes recycling and improves the facilities' and/or cleaning service provider's ability to divert waste from landfills, which lessens the CO2 impact. Purchasing less hazardous cleaners may also reduce the hazardous waste costs of properly disposing any leftover cleaners.

Cleaning Products

- Approved & Preferred Products

- a) Third party certified; Green Seal is preferable.
- b) Preference for products provided in concentrates, with packaging that clearly labels dissolution increments.
- c) Preference for product contained in returnable or reusable packaging that reduces packing waste.
- d) Cleaning Products – Green Seal GS-37 rated is preferable.
- e) Disinfectants, metal polish, floor finishes, strippers (or other products not addressed by Green Seal GS-37) – Green Seal GS40 rated or California Code of Regulations maximum allowable VOC levels for the specific product category is preferable.
- f) Non antimicrobial hand soaps are preferable.

Green Housekeeping Plan

- a) No antibacterial chemicals are to be used. This includes Triclosan and Triclocarban, which break down slowly and can build up in the environment.
 - b) No fragrance systems are to be installed in the facility.
 - c) No use of Persistent, Bio-accumulative and Toxic Chemicals.
 - d) No product used shall be on the EPA's Superfund Amendments and Re-authorization ACT (SARA) Title III, Section 313 list of toxic release inventory chemicals.
 - e) No product used shall contain alkyl phenol ethoxylates (APEs) above trace amounts.
 - f) No carcinogens, mutagens and teratogens.
 - g) No Ozone-Depleting Compounds.
 - h) No product shall contain VOCs in concentrations that exceed the Low Volatile Organic Compounds (VOCs) rate of 10% of the weight of the product.
 - i) No hazardous Waste Characteristics (See the *Washington State Dangerous Waste Regulations* found at <http://www.wa.gov/ecology/pubs/wac173303.pdf>).
 - j) No Combination Cleaner-Disinfectants. Areas are to be cleaned prior to use of disinfectant.
- Provisions
- a) Limit disinfectant applications to the appropriate setting, amount and targeted organism.

Materials

- a) For disposable janitorial paper products and trash bags, it is preferable that they meet the minimum requirements of:
 - US EPA Comprehensive Procurement Guidelines for Janitorial Paper and Plastic Trash Can Liners.
 - Green Seal GS-09, for paper towels and napkins.
 - Green Seal GS-01, for tissue paper.
 - Janitorial paper products derived from rapidly renewable resources or made from tree-free fibers.
 - Paper products must be made of a minimum of 20% - 40% post-consumer waste to meet EPA guidelines.