



*Together we can create a safe and healthy work place.*

Our Healthy High Performance Cleaning Program (HHPC) is designed to improve a building's environmental quality and sustainability while ensuring a clean and safe work environment for employees, visitors and maintenance staff.

## How *you* Participate

### ✓ Recycle

- Paper
- Metal, glass and plastic containers
- Aerosol cans

### ✓ Workstation Care

- Properly dispose of garbage
- Clean spills while still fresh
- Straighten area for cleaning personnel

### ✓ Building Safety

- Secure computer cords in your area
- Maintain clear walkways
- Properly store heavy materials

### ✓ Restroom Hygiene

- Wash hands after using restroom
- Wipe area around sink after use
- Minimize number of paper towels used

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