

LEP 1801 - Green Cleaning - Integrated Pest Management (IEQ c 3.6)

1250 Broadway - LEED Environmental Program (LEP)

Purpose

1250 Broadway adopts this Integrated Pest Management Program to reduce the exposure of building occupants and maintenance personnel to potentially hazardous chemical, biological, and pest borne pathogens that adversely affect air quality, human health, building finishes, building systems and the environment which may otherwise result from conventional Pest Management practices.

1.0 Program Scope

All areas of the base building will utilize IPM techniques including:

- All areas of basements A, B and C
- All elevator machine rooms located on floors 12, 26 and 39th
- Loading dock
- Fan rooms on floors 12 and 39th
- Entire 13th floor (main mechanical) and 39th floor
- On floors 2 through 38 the combination electric/telephone rooms, slop sinks and both men's and women's rooms

2.0 Performance Metrics

- 2.1 Reduction in the use of EPA listed Pest Control Chemicals
- 2.2 Reduction in the number of Occupant complaints regarding pest observations
- 2.3 Increase in communication with tenants regarding pest applications
- 2.4 Increase in the use of Environmental benign pest management materials and procedures

3.0 Performance Goals

The goal of the program is to have 100% of the Base Building and Common areas converted to the IPM program at least for the duration of the Compliance Period. In addition, information will be provided to all tenants who may wish to also engage in IMP management of their individual facilities including kitchen areas, etc.

4.0 Procedure and Strategies

The following IPM guidelines will be enforced and tracked during the Compliance Period:

- 4.1 All areas included will be monitored with the use of insect traps and glue traps. In areas where specific conditions are found, Pheromones and lures maybe utilized on an as needed basis. All areas identified for service in the new Green program will be inspected visually each month and monitoring equipment/supplies maintained each month as needed. In the loading dock, we strongly recommend the use of fly lights to help prevent and minimize the possibility of fly entry into the building. We also recommend a detailed cleaning of



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the loading dock and the dumpsters to eliminate breeding sites and conditions which may attract pest to this sensitive area.

- 4.2** Our technician will be filling out a "Quality Assurance" form which will indicate the areas serviced and inspected for that service, structural issues and other conditions which may be conducive to pest breeding or harborage sites. Copy of QA form will be placed into the site log book and a review will be conducted with the chosen building staff member and the servicing technician. The original QA form is returned to the office for review and for additional potential actions. The Diehard representative will contact the building representative with any special actions and/or specialized treatments and if necessary changes needed for the Green program. This communication will be done via email, or fax, or telephone and documented. Any critical issues will be followed up weekly until resolved. Since the first order in corrected pest issues are non-chemical, building representative may be asked to take action via cleaning, structural correction, etc.
- 4.3** There will be conditions where a pesticide application will be needed for a temporary period of time. These applications will utilize baits as preferred initial treatment, followed by the possible use of organic products such as botanical oils and desiccants produced by ECOExempt or Mother Earth companies.
- 4.4** If it becomes required to use an EPA registered pesticide, we will discuss with building representative prior to its use giving a full description of the pesticides use - where, when and how it will be used. MSDS and Labels will be sent to building office and also placed within the site logbook, prior to its use. This type of application will be considered an emergency use application, and will only be used if approved by Diehard account representative and the appropriate building representative, preferably the building manager.
- 4.5** The communication process under a Green program is not only critical, but a MUST. Without proper communication by appropriate authorizing staff members that can take the needed actions for corrections, no Green program can/will be successful. Take time to appoint the appropriate building contact person and discuss the critical nature of this responsibility.
- 4.6** The building contact person (or backup) will be requested to signoff of the service ticket (or hand held) and on the QA form. The technician will perform a verbal review and findings and any recommendations that maybe made. A copy of the QA form will be placed in the site log and original returned to office. Upon the following service, the technician will review any pending issues and service/inspect as needed, prior to performing the routine service under this program. A quarterly meeting is recommended to review the log books entries and to assure the program is working and that all parties are performing as required. Any changes to the program and other recommendations would be discussed at this meeting. We would ask that email communications be kept in an on-line file or printed and placed in the log book as confirmation of actions taken. Communication on an issue should be continuous to assure the "loop is closed" (problem resolved) on all problems.
- 4.7** The Green program success should require a strong, ongoing effort, to bring the tenants individual pest control program in line with that of the buildings base/common space Green program.
- 4.8** The building program would be conducted in stages and break the building down into quarters. Each quarter will be serviced weekly so that all areas of the buildings base and common areas, as mentioned as areas to be serviced above, are service and inspected each month. The 4 week cycle will be as follows:

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- 4.8.1** *Week #1: Basements A, B and C will be serviced. Loading dock, all areas of the 13th floor, the 13th, 26th and 40th floor elevator machine rooms, the 12th floor fan room and any potential exterior program which may be created after the new planters are built.*
- 4.8.2** *Week #2: Floors 1 through 12 will have the restrooms, slop sinks, and electric/telephone rooms serviced.*
- 4.8.3** *Week #3: Floors 14 through 24 will have the restrooms, slop sinks and electric/telephone rooms serviced.*
- 4.8.4** *Week #4: Floors 25 through 38 will have restrooms, slop sinks and electric/telephone rooms serviced.*
- 4.8.5** *Any 5th weeks would be used to re-inspect and service past pest issues.*

5.0 IPM Application Log

The Facility Manager and Custodial Staff Manger will oversee the tracking of IMP activities via the IPM Tracking Log (see attached) which will provide information about notifications, application dates/times, personnel, Locations, Target Pests, Pesticide or IPM product, EPA registration #, and whether the product is Least Toxic alternative.