

Department for Environment, Food and Rural Affairs

## Government Buying Standard for Cleaning Products and Services

| Version | Date           | Notes   |
|---------|----------------|---|
| 4.0     | September 2015 | Minor amendments to criteria where market availability of better performing products and/or standards and labelling have changed. |
| 3.1     | July 2014      | Minor amendments at transition of SD in Government web pages to GOV.UK  |
| 3.0     | March 2011     | Complete revision including expansion of scope to cover cleaning services and a wider range of products.                          |
| 2.0     | June 2008      | Introduction of additional guidance from the Sustainable Cleaning Guide produced by BACI and UKCPI                                |
| 1.0     | May 2008       | Introduction of best practice specifications and EU Green Public Procurement criteria   |

### 1. Scope

Cleaning products within the general scope of this Government Buying Standard are:

**All purpose cleaners** – detergent products intended for routine cleaning of floors, walls, ceilings, windows and other fixed surfaces, and which are diluted in water prior to use. All-purpose cleaners shall mean products intended for indoor use in buildings, including domestic, commercial and industrial facilities.

**Window cleaners** – specific cleaners intended for the routine cleaning of windows

**Sanitary cleaners** – detergent products intended for the routine removal, including by scouring, of dirt and/or deposits in sanitary facilities, such as laundry rooms, toilets, bathrooms, showers and kitchens. This subgroup contains bathroom cleaners and kitchen cleaners.

**Laundry detergents** – laundry detergents and pre-treatment stain removers whether in powder, liquid or any other form. Pre-treatment stain removers include stain removers used for direct spot treatment of textiles (before washing in the machine) but do not include stain removers dosed in the washing machine and stain removers dedicated to other uses besides pre-treatment. This product group shall not comprise products that are dosed by carriers such as sheets, cloths or other materials nor washing auxiliaries used without subsequent washing, such as stain removers for carpets and furniture upholstery.

**Detergents for dishwashers** – detergents for dishwashers and products used as rinse aids, whether in powder, liquid or any other form, which are intended to be marketed and used exclusively in automatic domestic dishwashers and in automatic dishwashers for professional use.

**Hand dishwashing detergents** – all detergents intended to be used to wash by hand dishes, crockery, cutlery, pots, pans, kitchen utensils and so on. The product group shall cover products for both private and professional use.

## 2. Cleaning Products

### Mandatory level

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| Dosing instructions<br><i>(all products in general scope)</i>            | Products must be delivered with clear dosing instructions to avoid over-application by the user.<br><b>Verification:</b> Bidders must provide a signed declaration that all relevant products will meet this criterion.   |
| Propellants<br><i>(all products in general scope)</i>                    | Sprays containing propellants must not be used.<br><b>Verification:</b> Bidders must provide a signed declaration that all relevant products will meet this criterion.  |
| Packaging<br><i>(all products in general scope)</i>                      | The primary packaging shall be easily separable into single-material parts.<br><b>Verification:</b> Bidders must provide a signed declaration that all relevant products will meet this criterion.  |
| paradichlorobenzene and (APEs)<br><i>(all products in general scope)</i> | Products must not contain paradichlorobenzene or alkylphenol ethoxylates (APEs)<br><b>Verification:</b> Bidders must provide a signed declaration that all relevant products will meet this criterion.  |
| Dilution<br><i>(All purpose cleaners and window cleaners only)</i>       | Products must be supplied as concentrates requiring dilution before use. An exception is trigger sprays. These may be supplied containing ready-to-use products, provided they are part of a product range where reuse with concentrated refills is intended.<br><b>Verification:</b> Bidders must provide a signed declaration that all relevant products will meet this criterion. Where products are supplied as part of a cleaning services contract, use of ready-to-use trigger sprays can be monitored via the mandatory cleaning services GBS requirements. |

### Best Practice Level

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| Packaging <i>(all products in general scope)</i>  | The cardboard packaging shall consist of ≥80% recycled material.<br>Products carrying a relevant Type I Ecolabel fulfilling the listed criteria will be deemed to comply. Other appropriate means of proof will also be accepted, such as a technical dossier of the manufacturer or a test report from a recognised body.             |
| Compliance with Ecolabel criteria <i>(for Cleaning products falling within scope of EU Ecolabel criteria)</i> | The requirements of the latest revisions of the relevant EU Ecolabel criteria shall be met in full by those products which fall within their scope. The latest EU Ecolabel criteria for cleaning products (including the scope of the products to which they are applicable) can be found on the <a href="#">EU's ecolabel website</a> |

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|  | <b>Verification:</b> The EU Ecolabel will be accepted as proof of compliance, as will any other appropriate means of proof, such as a technical dossier of the manufacturer or a test report from a recognised body.                                  |
| Wider application of GBS ( <i>products outside general scope</i> ) | The Mandatory GBS criteria for cleaning products shall be complied with by cleaning products which fall outside of the general scope.<br><b>Verification:</b> Bidders must provide verification in the manner described under the Mandatory criteria. |

### 3. Cleaning Services

#### Mandatory level

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| Use of Products                     | Products utilised must comply with the Mandatory GBS for cleaning products<br><b>Verification:</b> Bidders must provide details of all products which they propose to use that fall within scope of the Mandatory GBS for cleaning products along with the necessary verification to prove that they confirm with the criteria.  |
| Reporting of cleaning products used | After the first 6 months of contract, and thereafter at the end of every year of contract, a balance must be submitted by the contractor indicating the name and quantity of all cleaning products used. For any products falling within the scope of Mandatory GBS not mentioned in the initial bid the contractor shall provide the required proof of compliance with the relevant criteria. |

#### Best Practice Level

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| Use of Products                     | As mandatory level   |
| Reporting of cleaning products used | As mandatory level   |
| Staff training                      | All cleaning staff employed in carrying out the service must be regularly trained for their various tasks. This training should cover cleaning agents, methods, equipment and machines used; waste and water management and aspects of health, safety and the environment.<br><br>Where cleaning staff are using washing machines and/or dishwashers, they should be regularly trained in ensuring the machines are set to the correct temperature (e.g. where appropriate, lower wash temperatures or eco-settings should be used).<br><br>Staff should be effectively trained in how waste/packaging etc. from |

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|  | <p>the cleaning process is properly re-used or recycled.</p> <p><b>Verification:</b> Bidders must provide details of and a commitment to deliver the proposed staff training plan. A record of these training measures should be kept at the disposal of the contracting authority.</p>  |
| Staff work instructions                              | In agreement with the contracting authority, precise work instructions on environmental protection and on health and safety standards in carrying out the service shall be produced and displayed in the buildings in a way that they can be consulted by cleaning staff at any time.  |
| Appointment of lead staff members                    | <p>A facility manager, foreman/forewoman or co-ordinator should be nominated to organise and supervise the cleaning. The appointed person should stay in contact with the contracting authority and be reachable during working hours.</p> <p>The facility manager, foreman/forewoman or co-ordinator has to be sufficiently trained in the fields of occupational health and safety standards, application techniques and environmental issues.</p> |
| Use of microfiber cloths and dry-cleaning techniques | The contractor should use reusable microfiber cloths and apply dry-cleaning techniques for linoleum flooring where appropriate.  |

#### **Additional Information**

- See the British Association for Chemical Specialties (BACS) / UK Cleaning Products Industry Association (UKCPI) [Sustainable Cleaning Guide](#).