

Indoor Air Quality Plan and Procedures

- Entrance Floor Mats - The barrier mats are at least 10' long and are designed to trap dirt and keep it out of the building. The entry way mats as well as heavily used areas are cleaned on a regular basis to minimize accumulation of dirt and other pollutants.
- Green Cleaning Policy - The campus has a formal green cleaning policy that can be found at <http://www.albany.edu/facilities/energy/documents/UA-Green-Cleaning-Policy.pdf>. The intent is to use environmentally safe products that minimize the potential impact to human health and safety.
- IAQ Management for New Construction Projects - For all new construction and major renovation projects, the campus adheres to the recommended control measures of the SMACNA IAQ Guidelines for Occupied Buildings under Construction during construction. All new buildings also undergo a full flush-out and/or an IAQ testing as required by LEED credit IEQ 3.2.
- Low Emitting Materials - The campus uses low emitting paints throughout the campus for all interior paint jobs. For new projects, the campus requires the use of low emitting paints and coatings, adhesives and sealants, and flooring systems to improve IAQ.
- HVAC System Maintenance - The University's HVAC shop regularly maintains mechanical equipment to improve Indoor Air Quality in all campus buildings. The University has a multi-year contract with a qualified filter vendor to provide automatic deliveries of properly labeled filters per our established specs and schedules. The filters are replaced on a regular basis by the HVAC shop. The HVAC shop personnel also check the HVAC dampers periodically to ensure that they operate properly and are free of obstructions. The shop personnel check and clean heating and cooling coils, condensate drains and external parts periodically. For the Life Sciences Research building, the University hires a third party contractor to perform annual air balancing and testing at the fume hoods to make sure the airflow match the design intent.
- No Smoking Policy - Smoking is prohibited within 25 feet from any of building entry or windows and any air intakes.
- The Office of Environmental Health and Safety addresses complaints from any occupant on campus regarding the IAQ in their space. The office will install temporary sensors and data loggers to monitor the IAQ in the space for a limited period and provide a report with details on the various parameters that impact IAQ and occupant comfort in a space. Any issues identified in the report are then addressed by the Facilities Department.