

## Appa Custodial Staffing Guidelines

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### Appa Custodial Staffing Guidelines

- IRRIGATION. Sprinkler irrigated-electric automatic commonly used. Some manual systems could be considered adequate under plentiful rainfall circumstances and with adequate staffing. Frequency of use follows rainfall, temperature, season length, and demands of plant material.
- LITTER CONTROL. Minimum of once per day, seven days per week.

### APPA's Levels of Service Establishing Parameters

Custodial 7 APPA Operational Guidelines Staffing General Concepts for Custodial: Task-Time-Frequency (TT&F) method, based on Common Tasks, Time to Perform, Frequency of performance and size of space being cleaned; Common list of

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tasks to be performed for each type of building space (e.g.: Office, Classroom, Washroom, etc.);

## **APPA's Operational Guidelines for Educational Facilities**

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Please see the APPA Guidelines/GroundsOpsStaff Package which includes a free copy of this publication! All have been fully revised and expanded and include numerous figures, graphics, glossaries, and additional resources. The Trilogy Package is available in softcover format only.

## **Operational Guidelines for Educational Facilities ... - APPA**

the custodial operation that maintains the level of cleanliness and appearance of those facilities. APPA recognized the important of custodial operations in 1992 and published the seminal work, Custodial Staffing Guidelines for Educational Facilities. It was the first work that sought to correlate the productivity of custodial

## **Operational Guidelines for Educational Facilities - Custodial**

APPA CUSTODIAL OPERATION SELF-ANALYSIS PROGRAM INTRODUCTION This survey and self-analysis tool has been designed to identify most of the variables that impact institutional custodial operations, as well as to establish some reliable standardized benchmarks for the industry.

## **APPA CUSTODIAL OPERATION SELF-ANALYSIS PROGRAM**

APPA Quality Standards APPA ( [www.appa.org](http://www.appa.org) ) is a widely-used custodial cleanliness scale for colleges and universities. Understanding your APPA cleanliness level will help you communicate expectations and options to your customers, administration and staff.

## **Custodial Software - Measure APPA Quality Standards ...**

APPA's custodial guidelines and levels of appearance were a quantum leap in an industry that up through the late 1980s demonstrated little interest in any form of industrial quality measurement in the field of custodial operations, especially as it

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related to appearance levels or levels of cleanliness.

## **Cleaning Operations | Part 2 - Operations and ... - APPA**

Leadership in Educational Facilities on APPA... Welcome to APPA. The gathering place for those of us engaged in the field of educational facilities management, and dedicated to the ongoing evolution of its professionals into influential leaders in education.

## **APPA | Leadership in Educational Facilities**

appa based staffing analysis applied to selected buildings at notre dame as of 09/20/2005 building nd-fte appa - 1 appa - 2 appa-3 appa-4 appa-5 band 1 2.3 1.4 1.1 0.7 0.04 bond 3 7 4 3.1 2.1 1.4 brownson hall 1.5 2.6 1.5 1.1 0.9 0.8 center for social 0.5 1.2 0.7 0.5 0.4 0.4 coleman morse 4 6.4 3.1 2 1.3 0.9 crowley 1 1.1 0.7 0.5 0.3 0.3

## **UTILIZING CUSTODIAL STAFFING AND PERFORMANCE STANDARDS FOR ...**

Management (FM) staffing levels and types of activities used data from the Association of Physical Plant Administrators (APPA) collected through Facilities Performance Indicator (FPI) surveys. The analysis includes comparisons with individual peer institutions as well as with five group measures of peer institutions.

## **Facilities Management Staffing Analysis**

To provide one data point for that analysis, we asked facility managers to tell us staffing levels for maintenance, custodial, and grounds care workers in terms of square feet or square acres per full time equivalent (FTE) employees.

## **Facility Staffing Levels: Maintenance, Custodial, and ...**

II. APPA Standards Campus Cleaning is committed to attaining the highest level of service possible and is based on the Association of Physical Plant Administrators' Five Levels of leanliness. Our commitment includes attaining the APPA definition of ordinary tidiness on a daily basis with a goal of Level 1

## **Campus Cleaning Custodial Services Handbook**

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1) The Custodial Cleaning Level Audit form is based in part on an example provided in Custodial Staffing Guidelines for Educational Facilities (Second Edition) published by APPA: The Association of Higher Education Facilities Officers. 2) The auditor should use the Appearance Factors on page 2 of the reference to determine the cleaning level

## **Custodial Cleaning Level Audit - National Wildlife Federation**

The APPA standards are realistic! “Early” staffing levels in buildings generally reflected the results of the APPA studies but cut-backs over the years have brought most buildings to an understaffed level. We generally don’t “lose” square footage in cut-backs. We’re still expected to maintain facilities despite cut-backs.

## **Tom Rathbone Associate Vice President for Facilities ...**

with APPA guidelines. b. For Central, who has staffing levels below the “modified staff level”, it is recommended to increase the custodial staff level so a basic acceptable level of cleaning can be performed in a timely manner while maintaining reasonable customer satisfaction expectations. c.

## **CONSOLIDATION FACILITIES TEAM**

Maintenance Staffing Standards APPA (Association of Physical Plant Administrators) HVAC 1 : 450,000 GSF Plumbers 1 : 390,000 GSF Electricians 1 : 380,000 GSF

## **Maintenance Staffing Standards**

APPA STANDARDS (Maintenance, Custodial & Grounds) APPA MAINTENANCE STANDARDS Under the Association of Physical Plant Administrators (APPA) there are six levels of maintenance. Please reference below for standards for each level. Level 1: Showpiece Facility Maintenance activities appear highly focused.

## **APPA MAINTENANCE STANDARDS**

Another management decision concerns the type of custodial cleaning to be used: area cleaning or team cleaning. Area cleaning is a traditional approach to custodial work, still commonly used in small districts, in which a custodian is

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responsible for all aspects of cleaning (e.g., vacuuming,...

## **Chapter 5 Maintaining School Facilities and Grounds ...**

5 days per wk. Litter receptacles will be emptied and cleaned. 5 days per wk. Door glass and partition glass will be cleaned both sides. 1 day per wk. Door glass will be kept free (clean) of stains, marks, etc. 5 days per wk. Entrance doorframes, side glass panels and top glass panels will be cleaned.

## **CLEANING FREQUENCIES FOR THE FOLLOWING AREAS**

In 1992, APPA published the first edition of Custodial Staffing Guidelines for Educational Facilities; the second edition was published in 1998. This seminal document set the precedent for correlating levels of productivity and cleaning of facilities and has been used as justification for appropriate staffing levels at institutions.

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