

Cleaner. Safer. Healthier.

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Kudos

Great Job! Way to Go! Nice Work!

Employee Recognition

Justina Jennings (Rick Chilson-Manager)

Our client at GE's Unison division recently recognized Justina's contributions saying, "I'm very pleased with Justina because she goes above and beyond what is expected, and it is great to have Justina and her staff to depend on".



Edna Murray (Eddie Butler-Manager)

Human Resources Representative Kathleen Humes, of 2000 Market Street, Philadelphia, wrote to say "What a wonderful job the person did who vacuumed my office last evening." She said they even went as far as to be sure all of the salt that had accumulated from her boots over the past week was removed. She was quite impressed.

Dave Coyer (John Zalenski-Manager)

Terry Dopp, Maintenance Reliability Manager at Novelis had this to say: "I would like to take the time to commend Dave Coyer. He is one of your employees that has very good work ethics. Earlier in the week I requested to have the floor in my office cleaned after removing the carpet. The floor was such a mess I didn't think it could be saved, but the job Dave did was far better than I expected. Again, I commend Dave in the "job well done" for us here at Novelis.



Julia Majchrzak (Guy Napper-Manager)

Attorney Stephen A. Scheuerle, of 1700 Market Street, Philadelphia, wrote to Guy Napper: "We are tenants at 1700 Market Street in Philadelphia. We wish to acknowledge one of your employees, Julia Majchrzak, who is responsible for cleaning our office each evening. Ms. Majchrzak does a wonderful job, has a pleasant disposition and is an outstanding representative of your company.

Charles Jennings III (Site Manager at HealthNow in Buffalo)

Director of Operations for Matrix, Rick Chilson, believes Charles has proven to be a very dependable Site Manager who can be counted on for performing his responsibilities diligently. Whether Charles is asked to prepare for an open house or is confronted with serious employee issues, he gets the job done. The managerial staff has complimented Charles' performance and cooperative attitude on several occasions. Charles was instrumental in helping us secure a renewal for this high profile account—he is a real asset to our organization.

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SAFETY TIP

Avoiding Potential Fire Hazards

- If prongs on the plug are damaged or missing, the cord must be removed from service for repair.
- Utilize electrical equipment for intended use only.
- Make sure all space heaters are a safe distance from cloth, paper, and any item that could catch fire.
- Turn all propane and space heaters off when you are not in the room.
- Store all propane and gas containers in metal cabinets designated for this specific use in buildings.
- Keep all supplies off and away from electrical panels and water heaters in closets.



Importance Of Recycling Aluminum

Americans use over 80 billion soda cans a year. It takes 80-100 years for an aluminum can to decompose. Recycling one aluminum can saves enough energy to watch TV for 3 hours. Recycling one ton of aluminum is equivalent to the amount of electricity the average home uses in 10 years.



Reduce Electricity Consumption

Turn lights off whenever leaving a room, bathroom, and even your office. This will help save energy and costs.



Reduce Paper Usage Whenever Possible

When making copies to hand out, make two sheets into a one page double sided form. Cut back on napkin and paper towel use. Consciously think before using and take one less napkin or paper towel.



EVERY EFFORT COUNTS!



Grins & Giggles

Office Truisms

When you don't know what to do, walk fast and look worried.

A pat on the back is only a few centimeters from a kick in the pants.

There will always be beer cans rolling on the floor of your car when the boss asks for a ride home from the office.

Quotable

Act decidedly and take the consequences. No good is ever done by hesitation.

To Your Health



The simple, "new" carb rule: *If it's white, don't bite!*

"Good" carbs come from fruits, vegetables, and whole grains. Eat "good" carbs to keep your cholesterol level healthy.. your blood pressure and blood sugar stable.. and excess pounds off. It's as simple as that.



Bite

"Bad" carbs are generally white in color. Think sugar, white flour and white bread. If you avoid "bad" carbs you may reduce your risk of diabetes, heart disease and weight gain.



Don't bite



Sweet Potatoes

A nutritional All-Star — one of the best vegetables you can eat. They're loaded with carotenoids, vitamin C, potassium, and fiber. Bake and then mix in some unsweetened applesauce or crushed pineapple for extra moisture and sweetness.



Broccoli

It has lots of vitamin C, carotenoids, and folic acid. Steam it just enough so that it's still firm and add a sprinkle of red pepper flakes and a spritz of lemon juice.



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