

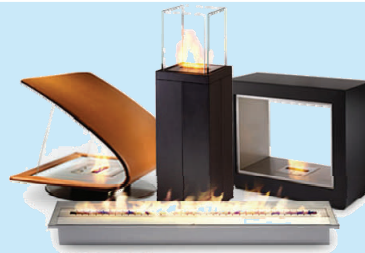
Cleaner. Safer. Healthier.

Vol. 4 | January 2011 | Number 1

ECOSMART

Stay warm and cozy this winter with an EcoSmart Fireplace

EcoSmart Fire is much more than a flicker of an ingenious idea. It's a compelling reality. EcoSmart Fireplaces are environmentally friendly vent free open fireplaces that produce a wonderfully warm dancing flame.



- **Clean Burning.** EcoSmart Fireplaces are fuelled by bio ethanol, a renewal liquid fuel produced from agricultural bi-products which burns clean—no smoke—no harmful emissions. Bio-ethanol is completely composed of plant products resulting in a neutral ecological balance. The combustion of bio ethanol produces Heat Steam and carbon Dioxide.
- **Self Contained simplicity.** Because bio-ethanol is clean burning, EcoSmart Fireplaces do not need a chimney or a flue—and because the fireplaces house the liquid in a purpose built tank, there are no restrictive cables or gas connections.
- **No flue or chimney needed.** The combustion of bio-ethanol creates heat and a small amount of water vapor and steam. This means you don't need a chimney or flue to use your fireplace.
- **No gas or electricity connection.** The burner that holds the liquid fuel does not need to be connected to any exterior source of power, such as gas line or an electrical socket.

Operational Use/Tips

Damp mopping of hard floors

- Remove spills from all hard floors. Kitchens and cafeterias usually need a complete daily damp mopping.
- To properly clean the floors in cafeterias, chairs need to be moved or placed on tables. Also, tables may need to be moved to enable crumbs and spills to be removed from under the legs.
- Place wet floor signs by all entrances to the rooms until the floor dries and then return them to storage.



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HR Q&A

Do you have a question about a personnel policy, benefit, or the company? Just submit your question to: hr@cleanforhealth.com.

Brad Georgetti, our Senior Vice President of Human Resources, or Lynn Domboski, our Director of Human Resources, will be delighted to help by answering your question.

We are committed to helping you by keeping the lines of communication open.



 **Matrix**
Integrated Facility Management

Kudos

Great Job! Way to Go! Nice Work!

In the spirit of giving that accompanies the holiday season, Matrix, along with several local businesses, teamed up with the United States Marine Corps Reserve for the Toys For Tots 2010 Campaign. Our goal was to collect and distribute 1000 toys to local children in need. Together, Matrix employees, clients and friends far surpassed that goal by collecting 1310 toys! This task was carried out by Matrix employees John Zalenski, Mike Loomis, and Chris Jones from Jones Professional Accounting. Thank you to all those who joined us in supporting Toys For Tots, and contributing to their mission of distributing toys to those less fortunate.



John Zalenski—Matrix Site Manager at Novelis

In addition, John Zalenski, Site Manager of Novelis, had the privilege of helping the Cole family of New Haven, NY, who lost everything during a house fire several days after the Thanksgiving holiday. John and several other Matrix employees at the Novelis site took up a food and clothing collection for the family. They collected six large boxes of food and two large bags of clothes. In addition, Toys For Tots donated family games and an abundance of toys for the children. Hats off to John for spreading the warmth and cheer of the holiday season to a family in need.



To Your Health

Stick To Your Fitness Resolutions

It's a week into the New Year, and already you've chowed down a dozen brownies, and you've only gone to the gym once.. Don't be too hard on yourself, but don't give up on the diet and exercise resolution either. Try again, and this time consider the following tips:



- **Be realistic.** If you're trying to lose weight, set your sights on losing no more than a pound or two a week. Don't try to lose it all in a month. Also, know that you're human and prone to setbacks. Don't let a failure to stick to a plan derail you from picking up and trying again.
- **Be specific.** Don't say you'll exercise more. Instead, commit to walking 30 minutes during your lunch break three days a week. Whenever possible, take the stairs; it's free exercise, and every little bit helps.
- **Find a buddy.** It's almost always easier to get any goal accomplished if you have a partner who's trying to accomplish the same thing.
- **Log your progress.** Writing down how much you've exercised in the past week gives you a sense of accomplishment—and the encouragement to keep going. Also, it helps you to spot any trouble spots before they impede your overall progress.



Grins & Giggles

A guy took his girlfriend to her first football game. Afterward, he asked her how she liked the game. "I liked it, but I couldn't understand why they were killing each other for 25 cents," she said. What do you mean?" he asked. Well, everyone kept yelling, "get the quarter back!"

Quotable

If you will call your troubles experiences, and remember that every experience develops some latent force within you, you will grow vigorous, however adverse your circumstances seem to be.



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