



Unique Services Newsletter

Volume 5, Issue 3

March 2009

Employee of the Month



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David Susanivar, Supervisor at the Potomac TRACON has been selected as our March employee of the month. "David not only takes pride in maintaining his facility in top notch condition, he does whatever is necessary to get the job done. Several times in February, David has worked 14-

18 hours per day, assisting with snow removal or filling in when short staffed; he never complained once! Additionally, David supervises his team in a way that motivates them to achieve their best."



David Susanivar

-Wayne Goodman

David will receive an award certificate along with a \$100 check

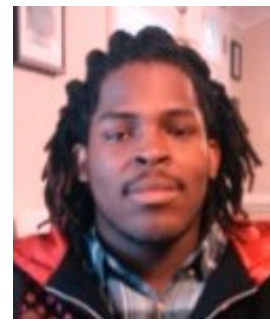
Welcome Aboard...



Matthew Brown
FDA Atlanta



Charonda Winfield
USACIL



Robert McClendon
UCS Office

TEAMWORK



IF WE DON'T TAKE CARE OF OUR CUSTOMERS, SOMEONE ELSE WILL...



Article of the Month... What is the Difference Between Sanitizing & Disinfecting?



Pathogen



Disinfecting Wipes



Virus



Sanitizer

In the cleaning industry, there are many misunderstandings about disinfectants and sanitizers. The terms are interchanged quite frequently in discussions, as many people believe they have the same meaning. And although similar, there are differences between sanitizing and disinfecting.

A disinfectant is a chemical that completely destroys all organisms listed on its label.



The organism it kills are disease causing bacteria and pathogens, and it may or may not kill viruses and fungi. From a legal standpoint (EPA guidelines), disinfectants must reduce the level of pathogenic bacteria by 99.999% during a time frame of greater than 5 minutes but less than 10 minutes.

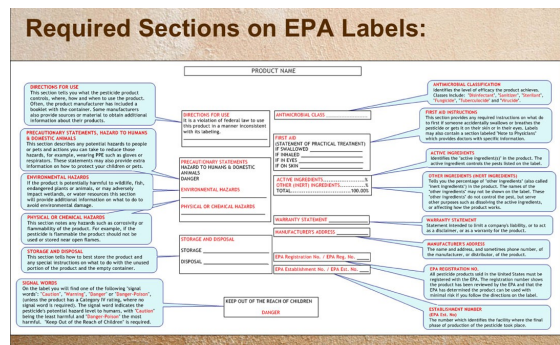
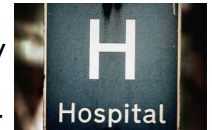


A sanitizer is a chemical that reduces the number of microorganisms to a safe level. It doesn't need to eliminate 100% of all organisms to be effective. Sanitizers do not kill viruses and fungi, and in a food service situation the sanitizer must reduce the bacteria count by 99.999%. Sanitizers are required to kill 99.999% of the infectious organisms present within 30 seconds.



If you clean food service areas, then

you'll be interested in sanitizers. If you clean medical facilities you'll be more interested in disinfectants. If you provide green cleaning services, you may want to consider which one will have the least harmful environmental impact. If you just need to remove soil, you should consider using an all-purpose cleaner rather than a disinfectant or sanitizer.



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Contract Spotlight...

We currently have 23 bids that have been submitted.

Some of the sites are:

- ✿ Peterson AFB
- ✿ FAA Northern California TRACON
- ✿ VA Clinic Binghamton, NY
- ✿ FAA ATCT Ronald Reagan Airport
- ✿ Metro Police Dept.—Washington, DC



VA Clinic Binghamton, NY



FAA Northern California TRACON

Quote of the Month...



“The greatest motivational act one person can do for another is to

LISTEN

—Roy Moody



Announcements...



To All Employees:

If you have any clock in/ out issues, please contact your Quality Control Manager. If you do not know who that is, please call the office and we will be more than happy to give it to you for future reference.

QC Managers

Cecil Norwood
678-294-1607

Weston Milligan
678-848-6730

Vernessa Ferrington
252-230-4407

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Site Spotlight... FDA Winchester



Also called the Winchester Engineering and Analytical Center, WEAC, the Food & Drug Administration located in Winchester MA provides specialized analytical services in engineering, medical device and radionuclide analysis. The WEAC fa-

cility is FDA's only major field laboratory installation to provide service in these areas. WEAC is the primary field laboratory upon which CDRH relies for its analytical services. All engineering analysis for the GWQAP analytical program are

performed at WEAC. In addition to the specialized analytical procedures for radionuclides in foods and radiopharmaceuticals, WEAC performs chemical and microbiological testing.

The site is serviced by Omar Graves.



Community Involvement...

One of the attributes of Unique Cleaning Service is our strong involvement in the local community.

On February 24, 2009, UCS hosted a "Shadow Day" with two students from Lithia Springs High School. The students, Tori & Tamara, are sophomores at Lithia Springs. The "Shadow Day" consisted of both students sitting with each member of the corporate staff in order to learn the different aspects of running and operating a business.

All of us here at the corporate office really enjoyed the time that we spent with the students.

To show her appreciation for allowing her to come here for the day, Tori sent this letter to Marie.



Larry G. Rubie
Principal

LITHIA SPRINGS HIGH SCHOOL
2520 East County Line Road • Lithia Springs, GA 30122
Phone (770) 651-6700 • Fax (770) 732-2644

February 24, 2009

Dear Ms. Sherard,
Thank you so much for letting me shadow you today, I had a wonderful time. I am honestly considering opening up my own business. Everybody that works there is super nice, I really enjoyed myself. Thank you for being so nice to me and crazy friend. You are so cool and nice, so is the rest of the staff. I want to visit you all again one day. Thank you once again for everything.

Sincerely,

Tori Robinson

Lithia Springs High School

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Subcontractor of the Month...

Kelly Powell have been part of our subcontractor's team for five years. Kelly operates D & K Professional Cleaning Service, a full-service janitorial company located in Burlington, KY, a suburb of Cincinnati, OH. Kelly signed on with Unique Cleaning in 2004 to provide services at the Ft. Thomas US Army Reserve Center. The cleaning requirements of this 35,000 square-foot facility are extensive since there is a constant movement of Army personnel being deployed in and out of this location on an on-going basis.

Kelly and her personnel ably meet the challenges of maintaining this facility in excellent condition. During her five years of service she has received numerous compliments and praises from Army administration. Furthermore, Kelly serves as our representative in that area of Kentucky and attend site visits for possible contracting projects that UCS considers for bid. We appreciate Kelly for her solid dedication and professionalism.



Kelly Powell



To employees celebrating a birthday in April

Maria Vasquez—April 4

Felix Puello—April 9

Hardy Jacobs—April 20

William Patterson—April 20

Curtis Simmons—April 20



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Helping Hand...

5 Ways to Stay Motivated & Achieve Your Goals



Are you having one of those days when nothing seems to go right? Is every task you try to do harder than you thought it would be, and do you seem to encounter problem after problem along the way?



We all have stressful times during our lives when everything seems to be going wrong, but it's crucial to stay positive as giving in will usually make the situation worse. Here are five ways to stay motivated and achieve your dreams:

1. Think less and act more

Think

Stop putting off that difficult job because you're worried it will be too much for you, or you won't be able to do it. The more you worry about something you have to do, the less you will want to do it, so just making yourself get started is one of the best ways to stay motivated. You may have all sorts of excuses for not doing something, but once you make a start you'll feel so much more motivated to continue.

Act

2. Plan your time and stick to the plan



Having a large task ahead of you, or a big project to complete, can be very daunting, and without a clear view of how much you have to do and when you are going to do it, it can be easy to get

sidetracked and put things off until the last minute.

3. Set yourself targets and treat yourself when you reach them

One of the easiest ways to stay motivated is to set yourself achievable targets. If you are setting up your own business, saying that you want to be earning \$40k in five years time is a far away target. Break that five years down into periods of six months and decide how much you aim to be earning in each six month period, building up to the five years.



When you reach your targets, you will feel a great sense of achievement, and if you don't quite make it you can evaluate where you could improve to make sure you are on track for the next six months.



4. Mix things up a little

Boredom with the same routine can easily cause us to become unmotivated, so if you are feeling that you need a change then make one. If you are tired of going to the gym, start running in the park instead.



If you always work in your home office, try relocating to the deck for a few hours. Even small changes in your routine can be great ways to stay motivated.



5. Make time to relax and avoid burnout

Many people go head on into a project or business venture, and give it all their time and energy, only to collapse with exhaustion after six months and give it all up. One of the most important ways to stay motivated is to take time out to rest and enjoy yourself. Step back and appreciate what you have achieved, make time for a hobby, and spend a few hours with friends and family.



Perhaps some days you have planned to work, but you wake up feeling totally unmotivated. Don't take a whole day off as this will set a precedent, but it's ok to reduce the amount of work you do. Maybe decide just to work until lunchtime and take the afternoon off, but make sure you accomplish something tangible in the morning that you can be proud of to keep you motivated.

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