

# Healthy and safe INDOOR AIR

*Indoor air quality has a direct impact on our well-being. Maintaining indoor air quality requires proactive maintenance, regular cleaning and prompt intervention when problems are detected.*



## How your organisation can ensure good indoor air quality

### 1. Position your furniture well

The placement of workstations impacts how the indoor environment is perceived.

### 2. Ensure the suitable number of people

An indoor environment's ventilation is affected by the number of people using it. Too many people working in the same area can render the air stale.

### 3. Keep furniture clean

There is a direct link between cleaning and indoor air quality. See this comprehensive guidance on cleaning after renovation: <https://www.julkari.fi/handle/10024/145668>

### 4. Avoid strong cleaning chemicals

We recommend using environmentally friendly, biodegradable cleaning products.

### 5. Take allergies into account

Some houseplants are allergenic, which should be considered when choosing houseplants. Strong fragrances can also cause allergic reactions.



## Here's what to do if you notice problems with indoor air quality

### 1. Contact the service centre

If you notice indoor air quality problems (for example, the air feels stale, moisture is building up on the ceiling or walls, or the temperature is too high), you should first contact the building's maintenance service.

### 2. Contact the property manager

If the situation remains unresolved, contact the property manager. The property manager is responsible for the maintenance of the property and acts as a liaison between tenants and property owners.

The property manager also carries out an annual inspection of the premises. This involves checking the maintenance book, the quality of cleaning, changes to the premises, ventilation equipment, chimney sweeping needs and ensuring the premises are used correctly.

### 3. Fill in the indoor climate form on the property's website

If the situation still needs to be resolved, fill in the indoor climate form. This will start the indoor air check process. The indoor air problems will be thoroughly investigated and resolved. There is a separate process for indoor air complaints.

## Indoor air check process

