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REFRESH YOUR RECYCLING PROGRAM

SETTING UP SUCCESSFUL WORKPLACE RECYCLING

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AGENDA SLIDE

WHY RECYCLE

WHAT HAPPENS TO OUR TRASH & RECYCLING?

RECYCLE GUIDELINES 101

SETTING UP SUCCESSFUL WORKPLACE RECYCLING

QUESTIONS

WHY RECYCLE AT WORK?

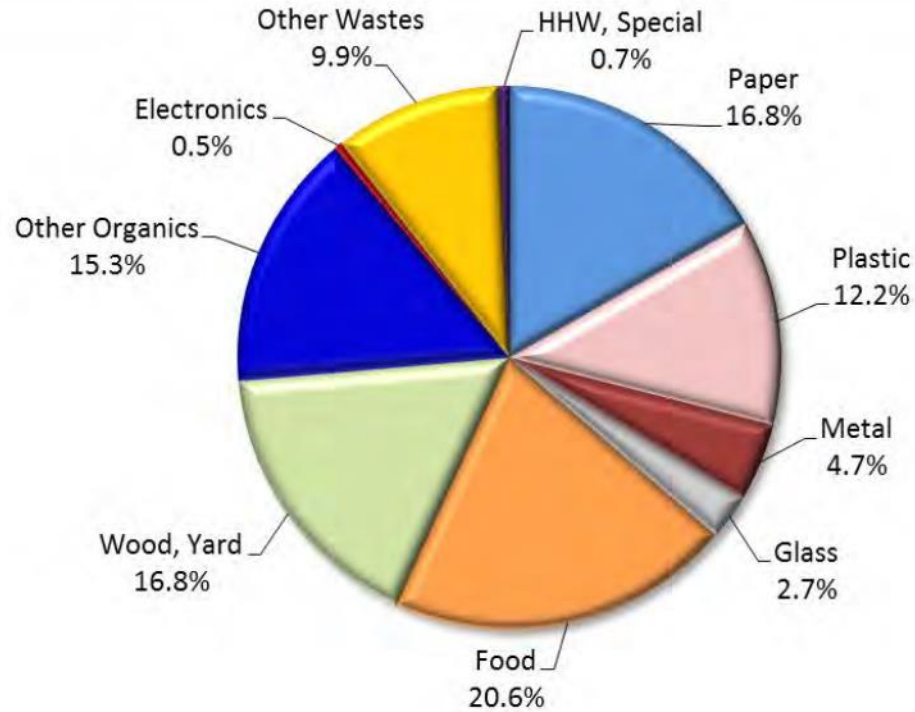
- By recycling more, you can reduce your garbage service level and **save money**
 - Recycling for Auburn businesses is included in the cost of garbage, up to 150%
- It's easy to do!
- Do it for the planet
- Customers love supporting green businesses!



WHY recycle?

-  **Plastic bottles**
can turn into clothing
-  **Aluminum cans**
can turn into new ones in 60 days
-  **Today's news**
can become a new cereal box

KING COUNTY LANDFILL WASTE CHARACTERIZATION



WHERE DOES OUR GARBAGE GO?



Cedar Hills Landfill, Maple Valley WA

WHAT REALLY HAPPENS TO OUR WASTE?

These carrots have been in a landfill for 10 years!



SINGLE STREAM RECYCLING – CONVENIENT & EFFICIENT



WHERE DOES OUR RECYCLING GO?

Waste Management's JMK Recycle Center, Tacoma



PLASTIC BAGS SHUT DOWN FACILITIES





WHY CAN'T I RECYCLE **EVERYTHING**? – RECYCLABILITY 101

Material

- Can we manipulate this material to make a new product?

Sort-ability

- Can we process this material to distribute to the correct manufacturers?

Markets

- Does anybody *want* this material?

How to recycle:



Recycle all bottles, cans
and paper



Keep items clean and dry



No plastic bags

PAPER



PLASTICS

Ignore the Number - Look at the *Shape*

Recycle bottles, jugs, & tubs



METAL



GLASS BOTTLES AND JARS



INTERNAL WASTE STATIONS

- ✓ Trash & Recycling Paired
- ✓ Convenient – Set up near printers, break rooms, etc.
- ✓ Collected regularly to prevent overflow
- ✓ Clearly labeled
 - Download sign at wmnorthwest.com or make your own



3D Sign



Slotted lid



EXTERNAL CONTAINERS

- ✓ Dumpsters are clearly labeled
- ✓ Dumpsters are kept locked if needed
- ✓ Dumpsters are not overflowing
 - 150% recycling service is included in the cost of garbage



Call City of Auburn for service changes or to add a lock: 253-931-3038

FREE YOUR RECYCLABLES – GO BAGLESS

- ✓ Talk to janitorial staff about emptying recyclables loose into dumpster
- ✓ Draft email content is available from WM

JANITORIAL STAFF

Keep Recycling Loose – No Plastic Bags & No Bagged Recyclables!

Team,

As you've probably noticed, we've implemented a handful of improvements to our recycling program. One of the biggest changes that we've made is eliminating plastic bags and liners from all recycling bins.

Why Does this Matter?

When our material arrives at the local recycling plant, it goes through an automated sorting process. Recyclables must be loose (not in a bag) in order to make their way through the sorting equipment. Plastic bags cause many problems at the recycling plant as they get wrapped around sorting equipment and must be manually cut out of gears and screens. This poses a safety risk for workers and makes recycling inefficient and costly.

How You Can Help!

1. Please DO NOT line recycling bins with plastic bags or liners. Only clean and dry materials should be recycled, therefore deskside, breakroom and all other recycling bins should remain clean.
2. Make sure that all recyclables you place in the recycling **dumpster/compactor** located **outside/in the loading dock, etc.** are loose - no bagged recyclables!

RECYCLING PROCESS WITHOUT PLASTIC BAGS



Your role is key to making our recycling program a success! If you happen to notice any recycling bins around the office that contain liquid, food or other non-accepted material, please let **me** know so that we can provide additional employee training and feedback.

Thank you for your help!
NAME



EDUCATE AND MOTIVATE YOUR TEAM

- Share recycling information via:
 - ✓ E-blasts
 - ✓ Meetings
 - ✓ Bulletin boards
- Make it fun
 - ✓ Recycling competitions between departments
 - ✓ “Where does it go” trivia questions to kickoff meetings
- Free educational resources from Waste Management – Contact Karissa at kjones31@wm.com
 - Recycling 101 employee training webinar
 - Short recycling basics video
 - Garbage, recycle, and compost signs

RECYCLING NO PLASTIC BAGS OR BAGGED MATERIAL **WM** WASTE MANAGEMENT

DRY PAPER AND CARDBOARD

Including:
• Paperback books, catalogs and magazines
• Non-fill wrapping paper
• Flatten all boxes (do not tie up)
• Remove plastic liners from dry food boxes

PLASTIC BOTTLES, JUGS, TUBS

Empty of all food or liquid (e.g. ketchup)

METAL ALUMINUM AND TIN CANS

Including:
• No sharp or greasy metal
• Remove lids and put lids in the trash
• No foil

GLASS JARS AND BOTTLES

Empty of all food or liquid (e.g. ketchup)

RECYCLING TIPS

- Empty and rinse out all food residue. Labels do not need to be removed.
- Empty recyclables out of bags and boxes into the cart so they can be easily sorted at the recycling center.
- IGNORE THE NUMBERS, RECYCLE PLASTICS BY SHAPE!

www.wmnorthwest.com 1-800-592-9995
Wasting funded in part by Washington State Department of Ecology Mon-Fri 7am-7pm, Saturday 9am-1pm
www.wm.com

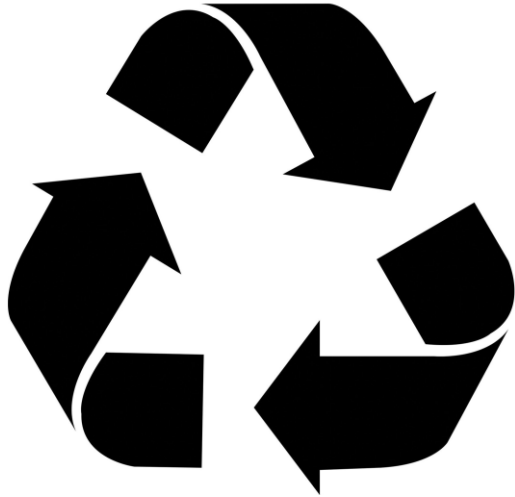
ENSURE ONGOING SUCCESS

- Elect a recycling champion or green team to monitor the program
- Regularly inspect containers for cross-contamination
- Train new staff members
- Provide employees with feedback and celebrate improvements



COMPLETE THE LOOP - BUY RECYCLED PRODUCTS

- To encourage the market to grow, we need to support recycled products.
- Purchase materials with post-consumer recycled content – such as office paper.





QUESTIONS?

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