

Title/Subject: **SOLID WASTE MANAGEMENT**

Applies to:  faculty  staff  students  student employees  visitors  contractors

Effective Date of This Revision: May 11, 2011

Contact for More Information: Facilities Management

Board Policy  Administrative Policy  Procedure  Guideline

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**BACKGROUND:**

Recycling has significant environmental and financial benefits. The university will take every effort to promote recycling. Central Michigan University (CMU) has implemented a recycling program; this policy is being enacted to guide the recycling program at CMU in order to make it as strong and sustainable as possible.

**PURPOSE:**

To require CMU to establish a solid waste management policy that has significant environmental and financial benefits to the CMU community and global environment.

**POLICY:**

CMU is committed to reducing the environmental impacts of campus operations by minimizing waste, encouraging reuse, maximizing recycling, and purchasing of recycled content materials on the CMU campus. Every University department and individual community member has a personal responsibility for implementing this policy.

**METHODS:**

**Minimizing Waste:**

All members of the University are responsible for implementing operational practices that prevent waste from being produced. Examples include printing reports and documents on both sides of the paper; printing appropriate numbers of documents; using email rather than printed correspondence; and using products that are reusable, refillable, repairable, non-toxic, and recyclable. Items requiring the least possible packaging should be purchased when practical. Every effort should be made to prevent excess or unneeded materials from being purchased.

**Encouraging Reuse:**

All members of the University are responsible for reusing products whenever possible. Examples include obtaining office furniture from the University Purchasing Department or using dishes, glasses, and reusable flatware rather than disposable paper and plastic ware.

**Maximizing Recycling:**

All members of the University are responsible for separating identified recyclable materials and placing them in appropriate recycling containers. Campus Recycling includes aluminum cans, batteries, cardboard, glass bottles, hard back books,

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Authority: George Ross, President

History: None

Indexed as: Waste – solid; Recycling; Environment; Sustainability; Green Policy; Stewardship

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microfiche, mixed paper, news blend, office blend, plastic bottles, Styrofoam and peanuts, toner cartridges, transparencies, videotapes, and additional items as implemented.

**Purchasing of Recycled Content Materials:**

All University departments are responsible for taking efforts to purchase and use products manufactured from or containing recycled materials.

**PROCEDURE:**

Facilities Management will be responsible for implementing this policy by:

1. Organizing, funding, hiring, and all other activities necessary to implement a recycling program.
2. Coordinating with the Purchasing Department to ensure recycled content products are purchased when feasible and that criteria for recycled content products are included in the purchasing bid process.
3. Designating personnel in Facilities Management to ensure that all new construction includes designated areas for recycling and solid waste collection and removal.
4. Designating personnel to promote recycling and waste reduction in employee and student orientation events and materials.
5. Ensure proper training and oversight of all Custodial Services employees on recycling practices.
6. Provide outreach and education on recycling policies and processes for the CMU community.
7. Encouraging all contractors to adhere to on-campus recycling policies and procedures.
8. Taking other appropriate action necessary to implement this Policy.
9. Conduct an annual review of the recycling program to ensure continuous improvement.

*Central Michigan University reserves the right to make exceptions to, modify or eliminate this policy and or its content. This document supersedes all previous policies, procedures or guidelines relative to this subject.*