

SOLID WASTE REDUCTION AND RECYCLING

I. Policy

The University of North Carolina at Charlotte is committed to good stewardship of the environment. A key element of that stewardship is the reduction of the amount of solid waste going from the campus into landfills. Solid waste landfills have negative long-range environmental impacts, drain community resources, and have limited capacity to accept the large quantities of waste generated by our society today. The University will make every effort to reduce the solid waste generated on campus. Four methods will be used to implement this policy: source reduction, reuse of materials, recycling, and purchase of recycled materials. Every University department and individual community member has a personal responsibility for implementing this policy.

II. Methods to Achieve Solid Waste Reduction

A. *Source Reduction*: All members of the University community 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, 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.

B. *Reuse of Materials*: All members of the University community 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.

C. *Recycling*: All members of the University community 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, microfiche, news blend, office blend, plastic bottles (#1 and #2 only), Styrofoam and peanuts, toner cartridges, transparencies, videotapes, and additional items as implemented.

Residence Hall Recycling (where available) includes aluminum cans, steel cans, spiral paper cans with metal bottoms, plastic bottles (#1 and #2 only), glass bottles and jars, newspapers, phone books, catalogs and magazines, brown paper bags, and additional items as implemented.

Facilities Management Recycling includes construction/demolition debris, fluorescent light bulbs, motor oil, oil filters, paint, pallets, refrigerants, scrap metal, solvents, tires, yard waste, and additional items as implemented.

D. *Purchase of Recycled Content Material*: All University departments are responsible for taking efforts to purchase and use products manufactured from or containing recycled materials. All recycled content purchases will be reported to the Purchasing Department for statewide recordkeeping and reporting purposes.

III. Procedures

The Vice Chancellor for Business Affairs will be responsible for implementing this Policy by:

1. Designating the Recycling Office as the Office of Waste Reduction and Recycling, and delegating to that office the task of developing and implementing a waste reduction and recycling program in accordance with this Policy.
2. Designating personnel in 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. Encouraging all contractors to adhere to on-campus recycling policies and procedures.
6. Taking other appropriate action as he/she deems necessary to implement this Policy.