

BUILDING OCCUPANT RECYCLING TOOLKIT



RECYCLING BACKGROUND & GOALS

UAlberta's Facilities and Operations (FO) department is committed to taking a Zero Waste approach to reduce the amount of waste created and sent to landfills at this institution. By diverting waste away from the landfill, the university:

- reduces its greenhouse gas emissions;
- reduces the demand on virgin materials to produce new products; and
- avoids contributing to other potentially harmful environmental and social impacts of landfills

UAlberta has achieved the first goal set in the 2012-2016 Sustainability Plan to divert 50% of solid waste from landfill with a current diversion rate of 58%. In partnership with the City of Edmonton, the university has committed to send 750 metric tonnes (750,000 kg) of organics (food scraps and other compostable materials) annually to the City of Edmonton's new high solids anaerobic digestion facility (HSADF) to produce energy and compost. Preventing this organic waste from being landfilled will mitigate approximately 750 tonnes of GHG emissions annually. The university's goals are to divert 90% of the university's waste from landfill and continue to reduce waste per person (2016-2020 Sustainability Plan).

For more information please visit uab.ca/zero

OFFICE RECYCLING

Every desk should have this desk side recycle bin and landfill waste side saddle tote.

Your black landfill waste side saddle totes are emptied by cleaning staff once every two weeks. **Emptying your blue recycle bin is your responsibility.** All types of recyclables can be placed in this bin. **Once full, please take your recycle bin to the nearest Recycling or Zero Waste station and sort your waste items appropriately.** We encourage building occupants to also empty their own landfill waste side saddle totes into the main Recycling or Zero Waste stations. This reduces odours, eliminates pests *and* helps divert more organic waste if organics bins are available in your building.





LAB RECYCLING

Every lab should have pails and/or bins for plastics recycling, mixed paper recycling, glass disposal, and landfill waste. Please see a full list of acceptable materials online at <https://bit.ly/2U0o370>. For acceptable lab plastics for recycling visit uab.ca/zero. Scroll down to How to Recycle and click on Lab plastic recycling.

Depending on the building you are in, you may be on the old six stream Recycling system or the new four stream Zero Waste system. If you are on the old Recycling system, you will have brown pails for plastics recycling, yellow pails for glass disposal, and assorted blue bins for mixed paper recycling. If you are on the new Zero Waste system you will instead have blue pails for plastics recycling, brown pails or assorted bins for mixed paper recycling, and yellow pails remaining the same for glass disposal.



Your yellow glass disposal pails are emptied twice per week by cleaning staff on Tuesday and Thursday nights. Please place these pails outside of your lab in the hallway for pick-up.

Your landfill waste bins are emptied once per week by cleaning staff. Cleaning staff will go into the labs to service these bins unless the lab has a "No Entry" sign. Bins must then be placed outside of your lab in the hallway for pick-up.

Emptying your plastics and mixed paper recycle pails/bins are your responsibility. Once full, please take your recycle pails/bins to the nearest Recycling or Zero Waste station and dispose of your waste items appropriately.

NOTE: Some glass pails are picked up from inside labs because they are located in high traffic areas where they become a hazard and safety concern



RECYCLING/ZERO WASTE STATIONS

Please see a full list of acceptable materials online at bit.ly/2U0o370. A list of buildings on the new Zero Waste program can be viewed at uab.ca/zero on the right-hand side under Zero Waste Station.



GREEN SPACES CERTIFICATION

Green Spaces helps you and gives you recognition for integrating sustainable practices into both your work and living space at UAlberta. You can earn Bronze, Silver or Gold certification for your office, lab, event, or your living space in residence.



bit.ly/2UILXp1

RECYCLING FOR MEETINGS OR EVENTS

For events or meetings where food and beverages will be served, additional bins will likely need to be ordered. To plan a sustainable event and to order bins, please visit the links below:

Planning a sustainable event: <https://bit.ly/2IA1wxh> Ordering bins: <https://bit.ly/2k3r1GY>



OUTDOOR TEMPORARY BIN ORDERS FOR LARGE EVENTS AND CLEAN-OUTS

Large front-load (3–8 yard) and roll-off (15–40 yard) bins can be ordered for large events and office or lab clean-outs. Bins can be used to collect waste items such as landfill waste, metal, construction & demolition (C&D) waste, asphalt and concrete, and mixed recyclables.

For more details on acceptable C&D waste and asphalt and concrete, visit the City of Edmonton's websites below.

bit.ly/2Wjy10y

bit.ly/2DEhahD

IMPORTANT: Large items such as furniture or pallets cannot be disposed of in front-load bins.

You will be required to fill out a work requisition and provide a map of the exact bin placement location.

You can recycle many other materials too:

Electronics and other equipment
Light bulbs/tubes
Toner/Ink cartridges
Dry cell batteries (tape both terminals on each dry cell battery)
Lab plastics (clean and decontaminated)
Pens and markers

For guidance visit: uab.ca/zero

HAZARDOUS WASTE IS HANDLED BY ENVIRONMENT, HEALTH, AND SAFETY

bit.ly/2WqrXUb

CONTACT US AT ZEROWASTE@UALBERTA.CA IF YOU NEED:

- a desk side recycle bin and landfill waste side saddle tote
- lab glass disposal and/or recycle bins
- to order temporary bins
- have general questions about recycling on campus