

July 1, 2011

Facilities Operations
Waste Reduction and Recycling
University Housekeeping
Campus Box 7516
Raleigh, NC 27695-7508

919.515.2947
919.515.1386 (fax)

MEMORANDUM

To: Campus Building Occupants
From: Waste Reduction and Recycling
University Housekeeping
Subject: Self-Service Recycling and Waste

Self-Service Recycling and Waste is a campus-wide initiative, which localizes deskside recycling and waste removal responsibility to building occupants. Beginning July 1, 2011, University Housekeeping will no longer empty deskside recycling or waste containers. Instead, building occupants will transport the contents of their deskside recycling and deskside waste containers to a nearby central indoor collection site.

Why is this happening? Due to state-wide budgetary reductions and constraints, roles and responsibilities have been reorganized between University Housekeeping and Waste Reduction and Recycling. This reorganization has resulted in a more efficient waste and recycling collection method.

What are the Sustainable benefits? NC State will improve efficiency by using less fuel and human resources. Peer institutions have shown this initiative will increase NC State University's recycling stream by as much as 20%.

Affected Areas: Offices, Departmental Conference Rooms, Office Cubicles, Research Labs and Printer Rooms.

Unaffected Areas: Break Rooms, Common Areas and Bathrooms.

Getting Started:

1. Affix the new Green "Self-Service" sticker by removing the old sticker and placing the new sticker in a visible location on the Deskside recycling container.
2. When ready, sort **waste** and **recycling** container contents into the nearest central indoor collection site. Central indoor collection site locations can be found at www.ncsu.edu/recycling/locations.php
3. Building occupants are encouraged to take food and other items that may soil liners directly to the centralized collection location. Please call 515.2991 to request bags.

Contacts:

Waste Reduction and Recycling Office:
E-Mail: recycling@ncsu.edu
Phone: 515.9421
Website: www.ncsu.edu/recycling

University Housekeeping:
Phone: 515.2991
For bag requests and other housekeeping supported services.