



UsedneWs

A Newsletter from
the Recycling Program at
the University of Washington

No. 23 Spring 2001

Back to Bagit Basics

During fiscal year 1999-2000, the campus community recycled 1,455 tons of paper thereby saving 25,000 trees and over 10 million gallons of water (calculations based on Environmental Protection Agency conversion figures). Additionally, paper recycling (especially white paper) generates revenue for the University's Recycling Program. Recycling also saves money through avoided solid waste disposal costs. Last year, recycling saved the University \$361,545.00 by diverting materials from the landfill. The bagit system of paper recycling is the heart of the UW Recycling Program.

The blue, green, and white polypropylene bags, for newsprint, mixed-paper, and white paper respectively, are a familiar sight around campus. Effective, efficient paper recycling requires everyone's cooperation. It is important that users generating paper utilize the proper bagit.

Eliminating contamination improves efficiency and protects the health and safety of Recycle Center staff. Trash, tissues, napkins or coffee cups in any bagit are not acceptable. Please review the lists printed below that illustrate what goes into each colored bagit. Contact baglady@u.washington.edu to request signs to post next to bagits that are helpful instructing users regarding sorting guidelines.

It's important to prevent bagits from becoming overfilled or too heavy. A bagit that does not look full can become overweight quickly if too many journals, manuals, or other heavy items are discarded. Put heavy items in boxes and request pickup from www.washington.edu/admin/recycling/service.html. To recycle larger quantities of paper, request a cleanout bin. Old Qwest Dex phonebooks are recycled this time of year by depositing them in designated pickup locations before June 29.

Bagit stations (one, two, or three on frames) must not be located in hallways because of fire codes. If space prohibits locating a bagit station inside an office or lab, mixed-paper public area bins are available as a recycling option in many hallways across campus.

Thank you for your paper recycling efforts. By sorting correctly and avoiding contamination, we can recycle more effectively.

<p>White bagits premium white paper includes: white letterhead, white bond paper computer paper (blue or green bar) white notebook paper white card stock adding machine tape, tab cards</p>	<p>Green bagits mixed paper includes: all colored paper, brochures, carbonless forms envelopes including white envelopes softcover books, magazines, journals, card stock, chip board, thermal fax paper sticky notes, file folders, unsoiled food trays</p>	<p>Blue bagits newsprint includes: faculty/staff directories all newspapers newspaper inserts time schedules</p>
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Lots of Paper to Recycle?...Think Cleanout Bin

Come spring and summer, many want to shed the layers of paper that have accumulated over the school year. When purging files, bagit stations can become overloaded. If you expect to fill more than five bagits, order a temporary cleanout bin from the Recycling Center. The blue, orange, or silver wheeled bins are approximately 54 inches wide, 28 inches deep, and 64 inches high.

Cleanout bins are for recyclable paper only. You can put any paper into a cleanout bin that you would put into a bagit. The contents of cleanout bins are dumped onto a conveyor belt for sorting at the Recycle Center. Do not put garbage, small office machines, 3-ring binders, transparencies, plastic notebooks, string or rubber bands into cleanout bins. Staples and paper clips are OK. Please remove large metal fasteners and metal or plastic strips from hanging file folders.

If you have hardbound books and/or a small amount of flattened corrugated cardboard, you may put these on top of the paper in the bin so they can be removed before it is emptied onto the sorting belt. Remember your custodian will remove up to 6 flattened corrugated boxes placed next to a bagit station daily.

An easy way to request service is online at www.washington.edu/admin/recycling/service.html. Completing the online form for a cleanout bin gives the Recycle Center staff the information needed to give the most efficient service. You may also contact us at recycle@u.washington.edu or 206-685-2811.

Batteries Are Hazardous Waste

The Department of Ecology has classified many batteries, including alkaline batteries, as hazardous waste. Do not put batteries into the garbage at work or at home. Batteries used at the UW are collected by Environmental Health and Safety through their Hazardous Materials Waste Management Office.

EH&S will take the following types of batteries: alkaline, nickel-cadmium, nickel-iron, carbon-zinc, carbonaire, lead-acid, magnesium, mercury, and lithium.

If you have more than five pounds of any type of battery or have nickel-iron, carbonaire, lead-acid or magnesium batteries, EH&S personnel will pick them up. First, submit a Non-Routine Waste Chemical Collection Request Form available online at www.ehs.washington.edu/forms/ChemCollect.pdf.

If you have less than five pounds of the following batteries, you can take them to any battery collection site:

- AA, AAA, C, D, and 9 volt alkaline batteries
- All carbon zinc, ni-cad, and lithium batteries
- Calculator, watch-sized silver oxide, and mercury batteries

There are many battery collection sites on campus. For a current list, go to www.ehs.washington.edu/waste/batterysites.htm.

For complete battery information or to sign up to host a battery collection site, go to the EH&S web site at www.ehs.washington.edu/waste/index.htm or contact EH&S by calling 206-616-0586. Please do not bring batteries from home for EH&S collection.

Reuse: An Important Aspect of Recycling

Reusing materials is easier on the planet than recycling. There are departments at the UW that coordinate reuse efforts. The University Stores newsletter lists the availability of **free office supplies**. Surplus Property facilitates the reuse of all kinds of materials from desk chairs to airplanes.

Melanie Fields, Client Support Services, writes the U Stores newsletter. Melanie says, "I receive emails or phone calls from folks who have goods they can no longer use but don't want to throw away or waste. I ask them to email or fax me the basic information on the merchandise and include their email address."

Melanie then puts the information in the "Free Stuff" section of the newsletter. Interested parties must then contact the giver directly. If Melanie thinks the items may have a shelf life, she checks with the appropriate Order Service Coordinator before approving the listing. Contact Melanie (melaniel@u.washington.edu or by fax at 206-616-5846) only to place a listing in the newsletter.

Surplus Property is responsible for reuse of larger items such as furniture and equipment. Departments needing to dispose of excess property must submit a Property Activity Request Form 1024 to Surplus Property at Box 355210. The form is available at www.washington.edu/admin/finacct/eio/1024.pdf. Upon receipt of the form, Surplus Property will schedule a pickup or departments can deliver property to the warehouse located at 1137 NE Boat Street.

Property that is saleable is available for purchase by UW departments, state and local government agencies, nonprofit organizations, and through regular public auctions.

For more information regarding disposal and/or purchase of surplus property, contact the Surplus Property office at surplus2@u.washington.edu or 206-685-1573.

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