



UsedneWs

A Newsletter from
the Recycling Program at
the University of Washington

No. 21 Fall 2000

UW Donates over 13.5 Tons of Surplus Food to Needy King County Residents

As we approach the holiday season, it is good to know that the University has an ongoing food donation program that benefits our neighbors and reduces the University's solid waste costs. Thanks to the initiative of students and staff, the University of Washington donated 27,392 pounds of food to needy King County residents between June 1999 and September 2000.

The genesis of the food donation program was an inquiry from a UW student to Housing and Food Services. The student asked whether the UW would donate unused food to programs in the Seattle area. Housing and Food Services contacted the Attorney General's office, which determined such donations would be appropriate provided the department consulted with UW Surplus Property and complied with the rules and regulations regarding donating University property.

Teresa Seyfried, Surplus Property Operations Manager, consulted the State Commodity Redistribution Office (CRO) regarding their Emergency Food Assistance Program. She learned that state agencies can contract with eligible non-profit 501(c)3 organizations that provide meals to needy individuals at congregate feeding sites. Food Lifeline is such an agency in King County.

Under the UW food donation program, Seattle's Table, a division of Food Lifeline, picks up food from University residence halls, retail units, the catering kitchen, or a catered event site. Within 24 hours of a call from University Food Services, the food is transported to one of 25 meal programs in King County.

Most of the donated food is prepared and perishable. It includes bread and baked goods, produce, rice, pasta, dairy products, desserts, meat, fish, poultry, and prepared meals. The food must not have been exposed to the public and must be chilled prior to pickup.



Fewer Phonebooks Ordered on Campus

A highlight of the 2000 Telephone Directory campaign was a 50% reduction in the number of phonebooks ordered by campus departments. Thanks to all in the campus community who chose to share phonebooks and/or use online directories.

In addition to reducing the number of new phonebooks ordered, **we recycled 19.75 tons of old phonebooks**. Since 1991, Qwest Dex has recycled enough outdated phonebooks from the greater Seattle area to fill a football field to a depth of 260 feet!

The Telephone Directory campaign is a cooperative effort involving Mailing Services, the Recycling Program, and over 160 telephone directory coordinators in buildings throughout campus. Special thanks to the coordinators and Bobby Jo Bay of Mailing Services for helping us reduce, reuse and recycle telephone directories.

November 15th is America Recycles Day

**It's a great time for all of us to renew our
commitment to recycle and buy products with
recycled content.**

University Records: Retention, Confidentiality and Shredding

At the Recycling Center, callers sometimes ask whether we shred and recycle confidential documents. We do recycle shredded paper. However, we do not have facilities for shredding paper. For information on shredding documents, we refer people to Records Management Services and their web page at www.washington.edu/admin/recmgt.

On their web page, you will find that "University records are public records and may not be destroyed, transferred to the University Records Center, or transferred to the University Archives without an official retention period approved by the State Records Committee. University records include information in any form that has been created or received by the University of Washington." The Records Management Services web site includes the record retention schedule for different types of records and the procedures for requesting shredding.

Please note that confidential patient records are outside the jurisdiction of Records Management Services. Departments with confidential patient records that are not part of the UW Medical Center can contact Barbara Benson, Director of Records Management Services, at 543-7950 or bbenson@u.washington.edu. Ms. Benson will refer you to appropriate resources.



Recognition



Ciao, Clarissa! Effective

September 1st, Clarissa Szabados-Mish resigned her position as Recycling Program Coordinator to pursue interests in art, dance, horticulture, and teaching Italian. In 1990, Clarissa was hired from the City of Bellevue to coordinate implementation of the current UW recycling program: bags for office paper, public area bins, and exterior recycling containers. She served as an environmental educator on campus and beyond. We wish her success in her new endeavors. We will miss her European flair and her passion for preserving our environment through recycling.



Kudos! Even in a large institution like the University, people help each other out by making things they no longer need available to others. Carol Garing in Publications Services had a problem when Kodak stopped picking up empty photochemical containers for recycling. Fortunately, these containers are just what Bill Rowe of Environmental Health and Safety needs. Kudos to Carol and Bill helping each other and the environment.



Styrofoam Peanuts. Good news for departments in the Health Sciences Building which generate large volumes of styrofoam packing “peanuts”! The G-wing loading dock has reopened. Now you can take your large, clear “peanut” bags, labeled with the department name and room number, to the loading dock at either G-wing or K-wing. Custodial Services’ recycle crew will collect the bags from the docks after 2:00 p.m. on Tuesdays and Fridays. The “peanuts” go to University Stores’ loading dock where an outside vendor collects and recycles them.

If you need additional large bags or the plastic-pipe frames that hold the bags, call 685-2811. Please include the name of your department, the room where the bags will be used, and the contact person’s name, phone number, and box number.

Departments that generate small amounts of “peanuts” or are not in the Health Sciences Building can continue to put “peanuts” in clear plastic bags, labeled with the department name and room number. When University Stores makes a delivery, they will pick up the “peanuts”.

All “peanuts” must be free of contamination. The University is charged by the vendor for any contamination. For more information, see the Recycling Program web site at www.washington.edu/admin/recycling.



Battery Recycling. The following batteries used in campus work can be recycled:

- 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

For a list of battery drop sites, go to www.ehs.washington.edu/waste/batterysites.htm.

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