

2020 COLLEGE & UNIVERSITY FORUM



FREE ASSISTANCE FOR BUSINESSES & INSTITUTIONS



RecyclingWorks in Massachusetts is funded by MassDEP,
delivered under contract by the Center for EcoTechnology
recyclingworksma.com

WHAT IS TECHNICAL ASSISTANCE?

- Evaluate existing waste streams
- Identify opportunities to prevent, recover, and divert waste
- Empower employees through education and training
- Create customized waste bin signage
- Conduct cost analysis
- Currently offering remote assistance



FIND-A-RECYCLER TOOL

Recycling Assistance for Businesses & Institutions

Any Material Enter location Pick Up/Drop Off

OR, try a keyword or biz name

RecyclingWorks in Massachusetts is a recycling assistance program that helps businesses and institutions maximize recycling, reuse, and food waste diversion opportunities.

[LIST YOUR BUSINESS](#)

[ABOUT RECYCLINGWORKS](#)

[ABOUT THE FIND-A-RECYCLER TOOL](#)



NEW: FURNITURE & OFFICE EQUIPMENT REUSE GUIDANCE

- Best management practices based on stakeholder feedback
- How to develop a plan for furniture reuse
- Information for different types of reuse outlets
- Guidance for state facilities

	Size of organization	Quality	Condition	Quantity	Older items typically accepted?	Timeline	Storage Needed	Transportation typically provided?	Savings potential compared to disposal
Internal Reuse	Medium to Large	High or Low	Like New, Good, Easily repairable	Smaller	Varies	Varies	On-site	No	High
Local Outlets	Any	High or Low	Good, Fair	Smaller	Yes	Days to Weeks	On-site	Varies	Medium
National/ International Placement	Large	High or Low	Good, Fair	Larger	Yes	Weeks to Months	On-site	Yes	Medium
Liquidation/ Refurbishment	Any	High	Like New, Good	Any	No	Weeks to Months	Off-site	Yes	Medium
Auction House	Any	High	Like New, Good	Smaller or collections	No	Months	Off-site	Yes	High



NEW: SINGLE STREAM RECYCLING PAGE

- Materials to collect in single stream recycling programs
- Recycle Smart MA
- Best practices for equipment & signage
- Collection of materials
 - Color-coded liners
 - Empty recyclables out of plastic bags and throw away liners



NEW: KEY RESOURCES PAGE

- Hauler Contract Guidance
- Best Management Practices for Source Reduction, Food Donation, & Source Separation of Food Scraps
- Case studies
- Waste ban compliance tip sheets

GUIDANCE FOR BUSINESSES CONTRACTING FOR TRASH, RECYCLING, AND FOOD WASTE SERVICES

The RecyclingWorks in Massachusetts program has worked with businesses, institutions, waste haulers, handling facilities, municipal officials, and industry associations to develop consensus based guidance on contracting for trash, recycling, and food waste hauling services. In 2016, RecyclingWorks in Massachusetts conducted interviews with nine waste haulers and held five stakeholder discussions across the state. These included stakeholder discussions in Worcester (November 8), Springfield (September 15), and Boston (October 27), as well as at the Fall 2016 College & University Forum and the Fall 2016 WasteWise Forum. The information gathered from these interviews was used to develop this guidance.

This tip sheet is intended to provide guidelines for businesses and institutions to help set up contracts for hauling trash, recyclables, and/or organics, effectively manage these services, and adjust contracts. A printable version of this guidance is available [here](#). The guidance is organized into four topic areas that emerged through the stakeholder process:

- Know Your Waste
- Create and Adjust Contracts
- Comply with Waste Disposal Bans and Other Regulations
- Communicate Effectively



www.recyclingworksma.com/about-recyclingworks/key-resources/

COMING SOON!

- [Mattress recycling page](#)
- [Textile recycling page](#)
- [Property Manager Waste Ban Compliance Tip Sheet](#)
- [Special Events Tip Sheet](#)
- [Updated signage examples on Get Help page](#)



RESOURCES FOR COLLEGE & UNIVERSITIES



www.recyclingworksma.com/how-to/business-sector-guidance/colleges-and-universities/

CASE STUDIES



UMass Amherst

Learn about UMass Amherst's food recovery efforts across the food recovery hierarchy, including source reduction, donation, and composting ...

[Read More](#)



Massachusetts College of Art and Design

Learn how Massachusetts College of Art and Design set up a successful front and back-of-the-house compost collection program that diverts ...

[Read More](#)



Organics Diversion at Deerfield Academy Case Study

BioCycle Magazine featured the organics diversion program at Deerfield Academy. This independent boarding school has been diverting compostable waste from ...

[Read More](#)



Worcester State University Video Case Study

Learn how RecyclingWorks helped Worcester



Post-Consumer Food Waste Diversion Case Study University of Massachusetts, Amherst MA

Summary: The University of Massachusetts at Amherst has been diverting food waste from campus dining areas for over a decade. The Amherst campus piloted adding a post-consumer food waste diversion program at The Blue Hill eatery in the Campus Center in 2015. The pilot program resulted in a significant decrease in trash and successfully received bonus with contamination and consumer education.

- At a Glance:**
- UMASS Amherst started composting in 1995.
 - New Post-Consumer composting further reduced waste by over 1,000 lbs/week
 - Post-consumer composting is a high visibility activity demonstrating the university's commitment to

Institution Profile: The Amherst campus is the flagship campus in the University of Massachusetts system with approximately 25,000 students and 8,300 faculty and staff. The Blue Hill is a high traffic eatery that serves up to 7,000 individual meals per day. Food is often packaged "to go", resulting in significant amounts of disposable dining waste.

Baseline Program: The Amherst campus began large-scale pre-consumer and post-consumer composting in four large dining halls in the mid-1990s. The success of these programs led to rapid expansion throughout several other dining facilities, including composting of pre-consumer waste at The Blue Hill. Support derived from student groups and support from Dining Services, a post-consumer



Food Waste Composting Case Study: Boston University Dining Services

Summary: In 2007, Boston University (BU) Dining Services established a waste diversion program in partnership with its student Save Our Staff. The program was established as part of a larger campus wide effort to reduce the University's use of non-renewable resources and operating costs, improve their environmental and social impacts, and prepare the generation to lead society toward a more sustainable future. Today, 60% of BU's dining locations divert pre-consumer food waste and 70% of their dining locations divert post-consumer food waste. In 2011 alone, Boston University composted more than 600 tons of organics.

- At a Glance:**
- Boston University Dining Services serves 8.2 million meals annually.
 - A compost program was established in 2007, including both pre and post-consumer diversion.
 - The program has grown 200% in 2014.

Profile: Boston University Dining Services serves 6.2 million meals a year from 3 residential dining halls, 1 booker dining hall, 2 catering operations, 1 faculty dining room, and 16 retail locations. These dining locations are operated with 60 managers and 500 hourly employees. BU Dining Services also serves volunteers, donations and affordable food to the University community and its guests, with minimal environmental impact.

Program Evaluation: The BU program was established in 2007 in partnership with Save Our Staff. The program has grown 200% in 2014.



www.recyclingworksma.com/case-studies/

WASTE BAN COMPLIANCE TIP SHEET

WHAT ARE WASTE BANS?

Many businesses and institutions are not aware that a number of materials are banned from disposal in Massachusetts. The Massachusetts Department of Environmental Protection (MassDEP) bans easy-to-recycle materials (like cardboard) from the trash. Your municipality might have additional bylaws/ordinances or regulations requiring businesses and institutions to recycle. Your campus, your waste hauler, and solid waste facilities are all responsible for complying with waste ban requirements.

See the RecyclingWorks website for an overview on waste bans:
www.recyclingworksma.com/waste-bans-and-compliance

Colleges and universities that place banned items in the trash run the risk of solid waste facilities rejecting their waste, being charged additional fees, and receiving enforcement from MassDEP.

Businesses and institutions that receive MassDEP enforcement often already have a recycling program. However, a number of common issues can result in recyclable materials being placed in the trash, including:

- Breakdown in staff and student participation
- Poor signage
- Miscommunication with hauler about what materials go in each collection container
- Collection containers are not the right size
- Pickup schedule not properly set
- No backup plan for equipment failures

For colleges and universities, key waste ban materials include:

- Cardboard
- Paper
- Glass, Aluminum, Metal, and Plastic Containers
- Food waste (in excess of one ton per week)
- Construction and demolition materials

For a full list of waste ban materials see:
www.mass.gov/eea/docs/dep/recycle/wstban01.pdf



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RECYCLING CARDBOARD AND PAPER

All recyclable paper, cardboard, and paperboard are banned from disposal, and more than 80% of all MassDEP waste ban enforcement is for cardboard! Clean cardboard is a readily recyclable material with well-established markets for processing. See the RecyclingWorks website for information on how cardboard is recycled:
www.recyclingworksma.com/how-to/materials-guidance/recycling-cardboard

Talk to your waste hauler about options for collecting cardboard for recycling, such as:

- Compactor
- Dumpster
- Carts
- Baler

Material specifications could include cardboard only, cardboard mixed with paper, or single stream (cardboard, paper, and containers). Colleges and universities often save money on disposal fees when collecting cardboard separately. Institutions that collect cardboard separately must also collect recyclable paper from offices, classrooms, dorms, and other public areas.


Paper or cardboard that is contaminated with food or liquid waste should not be recycled. Waxed cardboard is not a waste ban material and also should not be recycled. Colleges and universities that collect food scraps for composting may be able to combine soiled paper, paperboard, cardboard, and waxed cardboard with the food waste. Consult your hauler to find out if this is an option.



RECYCLING BOTTLES AND CANS

Next to paper, bottles and cans are some of the most commonly recycled materials in the United States. Massachusetts waste bans apply to glass, metal/aluminum, and many plastic containers like beverage bottles. These valuable materials are often co-collected as part of a single stream recycling program on college and university campuses in Massachusetts. See the RecyclingWorks website for additional information about collecting bottles and cans for recycling:
www.recyclingworksma.com/single-stream-recycling
www.recyclingworksma.com/how-to/materials-guidance/recycling-bottles-cans

BECOME A RECYCLE SMART PARTNER

 Partner Benefits include:	<input checked="" type="checkbox"/> Recycle Smart partner badge for your website and email signature
<input checked="" type="checkbox"/> Timely, informative content to use in your recycling education efforts	<input checked="" type="checkbox"/> Opportunity to be featured in our " <u>Partner Spotlight</u> "
<input checked="" type="checkbox"/> Behind the scenes information on Massachusetts recycling markets and news	<input checked="" type="checkbox"/> Access to embedding code to integrate Recyclopedia search widget on your website



SPOTLIGHT: UMASS BOSTON

- Surplus edible food identified with campus closure
- Collaboration with food service provider & food rescue organization
- 1-2 pallets of fresh produce and dairy products donated



SPOTLIGHT: CLARK UNIVERSITY

- Comprehensive recycling & composting program
- Continually re-evaluates waste programs
- New signage introduced fall 2019
- Contamination reduced by 42% overall



Mixed Paper



Clean & dry only!

Office & notebook paper

Cereal & other paperboard boxes

Mail

All types of dry paper



NO

Wet or food-soiled paper,
plastic, metal, glass,
coffee cups



Plastic, Metal, Glass



Empty & put lids back on!

Cans, bottles, jars

Containers

Foil items



NO

Food, liquids,
grocery bags & plastic wrap,
food wrappers,
paper, Styrofoam®



QUESTIONS?

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www.recyclingworksma.com

