IT²
REDUCE-REUSE-RECYCLE
Pilot Program
IT² Reduce-Reuse-Recycle Program

GOALS... The pilot project began November 2016 here in IT² with the following goals in mind:

- Pilot this project in IT² for a period of time... “work the kinks out”
- To the extent possible, gather data about the effort & record metrics
- Evaluate the success of the project
- Determine feasibility and scalability of the project to other buildings on our campuses
- Create a culture of Reducing, Reusing, and Recycling
Update

The table below shows the amount of recyclable material that has been collected between the months of November 2016 and March 2017. We are currently waiting on the measurements for the months of April and May. Once we have those available we will share them with you.

<table>
<thead>
<tr>
<th>DATE</th>
<th>CANS &amp; PLASTICS</th>
<th>NEWSPAPERS</th>
<th>CARDBOARD</th>
<th>MULTIMEDIA/GLOSSY</th>
<th>SHREDDED PAPER</th>
</tr>
</thead>
<tbody>
<tr>
<td>November 30, 2016</td>
<td>2.0 lb</td>
<td>1.0 lb</td>
<td>5.0 lb</td>
<td>5.0 lb</td>
<td>0</td>
</tr>
<tr>
<td>December 7, 2016</td>
<td>1.0 lb</td>
<td>0</td>
<td>0.5 lb</td>
<td>1.1 lb</td>
<td>0</td>
</tr>
<tr>
<td>December 15, 2016</td>
<td>0</td>
<td>0</td>
<td>20.0 lb</td>
<td>2.0 lb</td>
<td>0</td>
</tr>
<tr>
<td>January 11, 2017</td>
<td>2.0 lb</td>
<td>3.0 lb</td>
<td>20.0 lb</td>
<td>0</td>
<td>204 lb</td>
</tr>
<tr>
<td>January 20, 2017</td>
<td>6.0 lb</td>
<td>0</td>
<td>10.0 lb</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>March 28, 2017</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>112 lb</td>
</tr>
</tbody>
</table>
How We Will Implement the Pilot Program at IT²

- The North end of the IT² breakroom has been designated as the recycling area for the building. Receptacles have been clearly labeled for sorting.

- Each office will be issued several recycling receptacles in addition to their regular general trash containers for use in individual offices or shared space. These receptacles, whether used in personal offices or a shared space, will need to be taken to the breakroom for sorting.

  - Receptacles are available contacting Richard P. Sanchez at 956-665-3668 or at richard.sanchez@utrgv.edu.

- Each individual staff member is responsible for his or her own recycling; recycle as needed and sort as follows:
  - Paper... to include copy paper, glossy paper, and magazines
  - Cardboard... to include cardboard and cardstock paper
  - Newspapers... black & white newspapers to include all inserts
  - Plastic & Aluminum Bottles... no glass bottles

- Normal trash will be collected as per the building’s regular schedule
Proper Methods - What condition must the recyclables be in?

- This is VERY important!
  - FOR FOOD & BEVERAGE - Materials with food or beverage residue will contaminate an entire truck load of recyclables. It is important to rinse and clean materials before you place them in the recycling container.
  - FOR PAPER - No Binder clips... staples, spiral and other binding is ok. No telephone books.
    - ALL paper, including sensitive documents, should be deposited in the large black bins designed to accept sensitive documents.
    - Documents must fit within the opening of the receptacle to be acceptable.
    - No need to shred any documents. All paper including sensitive files will be shredded at the CESS facility.
An effort will be made to recycle materials used during events held in the International Room and the Executive Board Room.

- A receptacle labeled for paper disposal will be found at the back of the International Room and should accept copy paper, glossy paper, and magazines.
- A receptacle labeled for plastic and aluminum will be found at the back of the International Room and should accept plastic and aluminum bottles.
  - *Persons hosting events in the International Room will be encouraged to take recyclable materials to the North end of the break to sort materials collected during their event.
- Persons hosting events in the Executive Board Room will be encouraged to use the recycling bins found on the North end of the break room.
CAMPUS FACILITIES DEPARTMENT
RESPONSIBILITY

- Facilities will pick up the recyclables regularly from the Designated Building Recycling Area (the Breakroom).
- They will take the recyclables to the weigh station and record the information (pilot project only at this time)
- The recyclable trash is then put in the area for pick up by the City of Edinburg.
CITY OF EDINBURG RESPONSIBILITY

- The City will be responsible for picking up the recyclable trash from the UTRGV Edinburg campus.
- The City will also be responsible for weighing and measuring the volume of trash and recyclables that UTRGV generates.
- It will provide a monthly report of metrics to UTRGV Campus Facilities Operations Department.
Materials accepted at the Edinburg Recycling Center

- **Cardboard**--Corrugated cardboard boxes, press-board (i.e. cereal, cake mix, food packaging, paper and bathroom tissue cores, poster board, folders.) No waxed cardboard, must be free of any plastic, foam or non-cardboard material.
- **Newspaper**--Black and white newsprint including all inserts found in a newspaper.
- **Magazines**--Magazines free of plastic wrap.
- **Books**--Paper back books, catalogs, phone books, *Hard cover books must have cover removed.
- **Computer Paper**--Green, gray and blue bar only.
- **White Bond/Ledger**--Office and school paper with black ink, typical junk mail including: envelopes (window film must be removed.)
- **Colored Bond/Ledger**--Same as white bond/ledger paper but colored.
- **Aluminum Cans**--Beverage cans, empty of liquid and/or foreign matter, other food cans made totally of aluminum.
- **Tin/Steel Cans**--Clean empty cans. Removal of labels or flattening not necessary. Please note on frozen juice containers, only the end lids are metal and must be removed from carton cylinder.
- **Plastic**--PETE, Pet #1, Soft drink bottles, and other food containers clear or colored. Empty and rinse out if needed. KPDP #2 Milk and water jugs, detergent, shampoo, etc. Please no content residue, rinse as needed.
- **Automotive Waste**--Used motor oil, free of water and foreign debris. Lead acid batteries.
- **Household Hazardous Waste**--Texas Law, effective April 1, 1994, does not allow for the collection and disposal of tires, lead acid batteries, used motor oil, oil filters, antifreeze or coolants. Some of these items can be recycled. For more information on these items, please call the Edinburg Recycling & Educational Center at 956-292-2133
- **Paint**--The best way to manage oil-based paint is to "Use It up" or "Pass It On". Small amounts of paint can be mixed together with other colors or bulked together and used as a primer coat or on jobs where the final finish is not critical. Avoid creating waste at the start. Also adding mulch or letting the paint dry can be another way of safe disposal.

*Red indicates focus for this project*
RESOURCES...

Please use the following pages as a resource to increase your knowledge of good recycling habits and tips on how to reduce and reuse products.

A number of websites and local resources are provided at the end of the document.
Reduce - Reuse - Recycle

- **Reduce** the amount and toxicity of trash you discard.
- **Reuse** containers and products; repair what is broken or give it to someone who can repair it.
- **Recycle** as much as possible, which includes buying products with recycled content.
Top 20 Things To Recycle and Reuse

What Can You Do? Top 20 things to Recycle and Reuse.

Some Interesting Recycling Facts

Aluminium
- 24 million tons of aluminium is produced annually.
- 91,000 tons of which ends up as packaging in the UK.
- If all the cans in the UK were recycled, we would save 14 million tons of aluminium.

Glass
- Every family in the UK use on average 508 glass bottles and jars annually.
- The largest glass firm produces over 1 million glass bottles and jars per day.
- Glass is 100% recyclable and can be used again and again.

Paper
- Recycled paper produces 75% less air pollution than if it was made from raw materials.
- 12.5 million tons of paper and cardboard are used annually in the UK.
- On an average a single family in the UK uses 38 kg of newspapers per year.

Plastic
- 375,000 tons of plastic are used each year in the UK, that’s about 1.5 million bottles per day.
- Most families throw away about 40 kg of plastic per year, which could otherwise be recycled.
- The recycling of plastic in Western Europe is growing at 4% every year.

Food
- Donate a kitchenette to your host family. They are not allowed to throw out organic waste into the main waste bin. Use it to feed your garden.

Cell phones
- Car batteries are recycled for their parts which are reused in new cell phones.

Magazines
- Some magazines are made out of recycled paper, all paper collected at recycling centers.
- Magazines can be recycled.

Books
- Books are essential to educate, entertain and other things. There are many ways to recycle books.

Batteries
- If you are not using electronic batteries, please consider storing them. Most electronic devices can use recycled batteries, so do not throw them away.

Television
- Old TV sets and large refrigerators and freezers should be recycled through your local recycling center.

Paper
- Fresh sheets of paper can be recycled: remember how to use and take care of your paper.

Shoes
- Shoes and other soft items can be sent to a thrift shop or recyled so that they can benefit others.

Glass
- Recycled glass containers of any type is generally around 70% more efficient than virgin raw materials.

Recycling equals how well a product is recycled, which affects how well it will last.

Plastic
- The recycling of plastic is beneficial to both individuals and the environment.

References
- "www.earthfacts.co.uk" for 30 Tips to Recycle and Reuse.

Please write down 30 tips to recycle and re-use to keep our environment clean and green.
Simple Ways to Reuse

- Use durable coffee mugs, glasses, plates and silverware.
- Use cloth napkins, towels and diapers.
- Wash and refill plastic and glass bottles and cartons.
- Donate old magazines or surplus equipment.
- Reuse boxes, plastic and paper bags.
- Save and reuse gift wrap paper, bows and ribbon.
- Purchase refillable pens and pencils.
- Purchase previous-used building supplies from a recycled materials supplier.
- Participate in a paint collection and reuse program.
- Use the back side of printed paper by cutting into 4s and reusing as scratch pads.
- Reuse lumber products and windows for other projects.
- Use film canisters for storing coins, paper clips, etc.
- Turn print cartridges in at office supply stores (often you can get store credit!)
- Use refillable razors, lighters and cameras.
- Use rechargeable batteries.
Benefits of Recycling

- Conserves resources for our children’s futures.
- Prevents emissions of many greenhouse gases and water pollutants.
- Saves energy and reduces garbage rates.
- Supplies valuable raw materials to industry.
- Creates jobs.
- Stimulates the development of greener technologies.
- Reduces the need for new landfills and incinerators.
Recycling is important

Our waste has to go someplace - the sad truth is that most ends up in:

- Landfills
- Nature
- Streets
Local Resources

**Brownsville**
- Redfish Recycling 956-299-8025
- Port of Brownsville Recycling 956-831-6707
- City of Brownsville Landfill [http://publicworks.cob.us/business](http://publicworks.cob.us/business)

**Edinburg**

**McAllen**
- City of McAllen Public Works [http://www.mcallenpublicworks.net/recycling.php](http://www.mcallenpublicworks.net/recycling.php)

**Harlingen**
- Tire Recycling & Processing LLC 956-428-8473
- Harlingen Recycling Inc. 956-428-7407
- Harlingen Recycling Center 956-427-8824
- City of Harlingen Public Works [http://www.myharlingen.us/page/pw.home](http://www.myharlingen.us/page/pw.home)
- Keep Harlingen Beautiful [http://www.myharlingen.us/page/hgnproud.about_us](http://www.myharlingen.us/page/hgnproud.about_us)

**South Padre Island**
- City of South Padre Island Public Works [http://www.townspi.com/department/?structureid=33](http://www.townspi.com/department/?structureid=33)
- Recycling Center [http://www.myspi.org/eGov/apps/services/index.egov?view=detail;id=7](http://www.myspi.org/eGov/apps/services/index.egov?view=detail;id=7)

**Rio Grande City**
- Grande Garbage Collection Co. 956-287-4234
- ecoATM Recycling Center 4031 E. 4031 US 83, Rio Grande City

Produced by the UTRGV Office for Sustainability and the UTRGV Recycling Committee
[www.utrgv.edu/sustainability](http://www.utrgv.edu/sustainability)
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