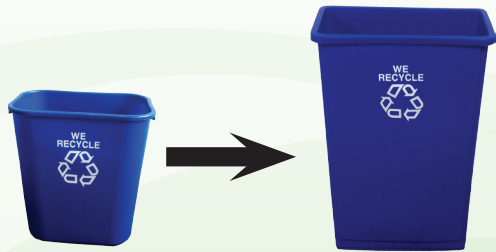




How Do I Recycle?

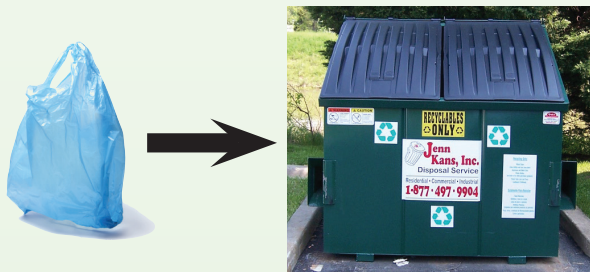
Work in an office?

Empty your blue desk-side bin into the tall recycling bin. Need a desk-side bin? Email help@HowardCountyRecycles.org



Work in the field?

Collect recyclables in a paper or plastic bag. When fueling your vehicle, look for the recycling dumpster or take recyclables back to your office. Recycling one bottle or can per day equals almost 11 cases per year! It really adds up!



Intranet Resources

- Need bins, signs or stickers?
- Have questions?
- Want to schedule a Q & A session?
- Holding an office clean-out?



All Together Now!

Click on the INTRANET or email help@HowardCountyRecycles.org



What happens to your recyclables? See a video!

Bureau of Environmental Services
Recycling Division
6751 Columbia Gateway Drive, Suite 514
Columbia, MD 21046
410-313-6444



Workplace Recycling



No recyclable is too small to make a difference.



Why Recycle?

Recycling Saves! Not only do we save natural resources, energy, water and landfill space, but recycling also saves money! The County avoids disposal fees and can earn revenue from the commodities.

It's Easy! Place your recyclable paper, cardboard, plastic, cans and glass together in the same container. No need to remove lids, caps or labels, but please make sure your container is empty.

Your contribution matters!

- Americans generate 4.5 pounds of solid waste every day.
- Recycling one aluminum can saves enough energy to power a TV for 3 hours.






Source: EPA

Recycling Tips

- All recyclables go together
- Bag shredded paper
- Don't remove lids, caps or labels
- Make sure recyclables are empty
- Every item makes a difference!



What Can I Recycle At Work?

YES	NO
 <p>Paper</p> <ul style="list-style-type: none"> • drink boxes • milk cartons • newspaper and inserts • white or colored paper • food and snack boxes • hard and soft cover books • greeting cards • non-foil gift wrap • catalogs and magazines • junk mail • phone books • bagged shredded paper • three ring binders 	<p>Paper</p> <ul style="list-style-type: none"> • paper towels • tissues • napkins • food-soiled paper plates or cups • foil gift wrap • ice cream containers • wax paper • laminated paper • paper that cannot be torn easily (typically means there are plastic layers added)
 <p>Plastic</p> <ul style="list-style-type: none"> • bottles (milk jugs, soda, detergent, salad dressing, cooking oil, shampoo, liquid soap, spray products, etc.) • tubs • jars • trays • disposable cups • plates • flower pots • toys • buckets • plastic grocery bags bundled together 	<p>Plastic</p> <ul style="list-style-type: none"> • styrofoam™ (take to Alpha Ridge for recycling) • plastic clam shells (packaging for electronics, toys, batteries, berries, baked goods, etc.) • CDs, DVDs or jewel cases • motor oil containers • pesticide or solvent bottles • VHS tapes • plastic electronics • juice pouches • crinkly wrappers from snacks and chips
 <p>Cans</p> <ul style="list-style-type: none"> • aluminum and steel cans (drink, food, and pet food) • EMPTY aerosol cans (hairspray, whipped cream, etc.) • aluminum foil • pie and cake pans 	<p>Cans</p> <ul style="list-style-type: none"> • propane cylinders • beach or lawn chairs • pots and pans • scrap metal
 <p>Glass</p> <ul style="list-style-type: none"> • bottles • jars 	<p>Glass</p> <ul style="list-style-type: none"> • window glass • drinking glasses • mirrors • ceramics • crystal • cookware • light bulbs
 <p>Cardboard</p> <ul style="list-style-type: none"> • flatten all boxes to less than 4' x 6' • bundling is preferred but not required • bundles should be no higher than 6 inches 	<p>Cardboard</p> <ul style="list-style-type: none"> • styrofoam™ inserts • food-soiled boxes

Please leave lids & caps on containers.

