

8 NEW WAYS TO REDUCE WASTE AT YOUR PROPERTY

1. COMPOST

- Investigate if service is offered by your hauler
- Contact US Compost Council, www.compostingcouncil.org

2. AUDIT YOUR BUILDING

- Make it EASY to do the right thing
- Office areas
 - Designate desk-side bins as recycling
 - Consider dual-bin inserts
 - Ensure shared waste containers are well-labeled and recycling is EASIEST
- Cafés and kitchens
 - Make recycling and compost bins the most convenient
 - Use signage with images; Refer to resources:
 - <http://www.sfenvironment.org/signmaker>
 - <http://www.mediafire.com/foodpluscompostables>
 - Label the “Landfill” bin rather than garbage
 - Negotiate for flatware and food containers that are Reusable, Compostable, Recyclable, NOT Polystyrene
- Restrooms
 - Consider paper towel composting

3. DISPOSE THE DISPOSABLES

- Compile list of caterers that minimize packaging and disposables
- Instruct cleaning crew to load the dishwashers
- Discourage tenants from using disposable plates, forks, spoons, cups
- Select flatware and ceramic plates as tenant gifts

4. ELIMINATE BOTTLED WATER

- Select glasses and mugs as tenant gifts
- Install water filters

5. EXPLORE FOOD WASTE PARTNERSHIPS

- Educate restaurant tenants on benefits of diverting food waste
- Contact National Pork Producers Council, www.nppc.org

6. HELP TENANTS GO PAPERLESS

- Hold a paper purging party
- Stop junk mail by opting out at www.dmachoice.org

7. MEASURE IT

- Ensure your hauler is weighing the property’s waste
- Calculate the amount of waste per office worker per day
- Calculate environmental benefits of improved practices using EPA’s WARM calculator, www.epa.gov/warm
- Share monthly results with tenants and/or conduct a competition among tenants

8. COLLECT E-WASTE EVERY DAY

- Maintain a bin at your loading dock or mailroom
- Promote e-waste recycling to tenants on a regular basis
- Use a vendor certified by R2 Solutions, <http://www.r2solutions.org/> or E-Stewards, <http://www.e-stewards.org/>

BOMA 2014 EVERY BUILDING CONFERENCE & EXPO

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