

# 8 NEW WAYS TO REDUCE WASTE AT YOUR PROPERTY

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## 1. COMPOST

- Investigate if service is offered by your hauler
- Contact US Compost Council, [www.compostingcouncil.org](http://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](http://www.nppc.org)

## 6. HELP TENANTS GO PAPERLESS

- Hold a paper purging party
- Stop junk mail by opting out at [www.dmachoice.org](http://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](http://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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