

Solid Waste Management Policy

LEED EBOM v2009

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1 **I. Policy Scope**

2 The UC Davis Solid Waste Management Policy (SWMP) is intended to provide operational
3 guidance for the safe, responsible, and ecologically sound management of municipal solid
4 waste. Solid waste management includes the practice of employing three basic strategies –
5 reduction, reuse, and recycling – to decrease and divert the amount of landfill material
6 generated by building operations and the portion of that waste that must be disposed of in a
7 landfill. The SWMP supports the [University of California Sustainable Practices Policy](#) and
8 [UC Davis PPM 350-05 Waste Prevention and Recycling](#) .

9 This document is intended to provide strategic recommendations to reduce waste as well as
10 procedural instructions for campus personnel to dispose of recyclable and compostable
11 materials. The purpose is to define standardized disposal methods for materials generated on
12 campus that fall within the following categories: ongoing consumables, durable goods,
13 facility alterations & additions, batteries and mercury containing lamps. The categories listed
14 above are based on the LEED for Existing Buildings: Operations and Maintenance Solid
15 Waste and Recycling requirements.

16 The SWMP describes handling procedures and disposal methods for items in each category.
17 Because of the variety of items in each category and varying collection methods, it is
18 essential to clearly state how materials are collected and measured.

19 **II. Policy Goals**

20 The University of California has established the ultimate goal of achieving zero waste by
21 2020. As stated in the UC Sustainable Practices Policy, zero waste is defined as:

22 *For the purposes of measuring compliance with UC’s zero waste goal, campuses*
23 *need to at least meet or exceed 95% diversion of municipal solid waste.*
24 *Ultimately, UC’s zero waste goal strives for the elimination of all materials sent*
25 *to the landfill by 2020.*

26 This document is intended to provide additional information to campus personnel about what
27 procedures should be followed in order to accomplish these goals.

28 **III. Performance Metric**

29 The success of this policy will be evaluated based on the diversion rate for a variety of
30 consumables. UC Davis strives to reduce, reuse, recycle, or compost the following items at
31 their respective levels:

- 32 A. At least 50% of the ongoing consumable waste stream (by volume or weight)
- 33 B. At least 75% of the durable goods waste stream (by volume, weight, or replacement
34 value)
- 35 C. At least 70% of waste (by volume) generated by facility alterations and additions
- 36 D. At least 80% of discarded batteries (by volume or weight)
- 37 E. 100% of all mercury-containing lamps within the building and site management’s
38 control

1 **IV. Responsible Parties**

2 Waste Reduction & Recycling, Student Housing, Facilities Management, and Environmental
 3 Health & Safety are each responsible for supporting Solid Waste Management in their
 4 respective areas of expertise.

Regarding	Contact
For office and lab building waste reduction and recycling, campus recycling questions, issues about pipette tip box collection, and desk-side battery boxes.	Michelle La Coordinator of Waste Reduction & Recycling Office of Environmental Stewardship and Sustainability 530-752-6970 mla@ucdavis.edu
For residence hall waste reduction and recycling, general inquiries regarding Student Housing sustainable practices, and <u>resident hall “The Bucket” composting program</u> , <u>organic waste collection pilot program</u> .	Jenni Porter Sustainability Coordinator Student Housing 530-752-4265 jreporter@ucdavis.edu
For indoor recycling, indoor zero waste events, and office clean-outs.	Felipe Cantu Custodial Services Facilities Management 530-752-9053 feantucustodial @ucdavis.edu
For outdoor recycling, outdoor zero waste events, metal pickup, and wooden pallet pick-ups.	Tyson Mantor Grounds Supervisor Facilities Management 530-752-6741 tomantor@ucdavis.edu
For inquiries regarding outdoor recycling, primarily recycling carts, cardboard dumpsters and landfill dumpsters.	Michael Fan Senior Engineer Supervisor Utilities 530-752-7553 mmfan@ucdavis.edu
For inquiries regarding hazardous materials and hazardous waste management.	Environmental Health & Safety 530-752-1493 hazwaste@ucdavis.edu

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1 UC Davis shall implement this policy in coordination with the appropriate organization
2 personnel, including but not limited to: facility managers, custodial staff and any contracted
3 waste haulers. UC Davis will coordinate training, education and outreach programs throughout
4 the organization, with the aim of promoting and maintaining the goals of this policy. Employees
5 will receive instruction and orientation regarding their responsibility to participate in campus
6 recycling programs. Employees will be responsible for:

7 A. Ensuring that excess and surplus items are removed from premises (e.g., hallways,
8 loading docks, and entryways) and recycled using campus Salvage Operations or
9 [Bargain-Barn Aggie Surplus](#) (see Section 350-80).

10 B. Working with the Waste Reduction and Recycling Program to develop effective
11 waste reduction and recycling programs.

12 C. Developing steps to reduce excessive printing and copying.

13 All campus entities with printing or copying responsibilities (including Repro Graphics,
14 ASUCD, and Information and Educational Technology) are responsible for providing education
15 and support in the operation of all copying and printing devices to promote sustainable practices.

16 The groups and organizations below have the following responsibilities:

17 A. The Waste Reduction and Recycling Team is responsible for:

18 1. Identifying excessive distribution of campus publications, and taking steps to
19 educate publishers to reduce or eliminate excess distribution.

20 2. Overseeing education aspects of the recycling program, including providing
21 education to new employees and students as part of their orientation.

22 3. Maintaining records of recycling activities.

23 4. Implementing and evaluating recycling systems set up in offices and
24 departments.

25 B. The Procurement Department is responsible for:

26 1. Working with the UC Strategic Sourcing Initiative to establish contracts for
27 paper products with the highest percentage of recycled content available.

28 2. Working with suppliers to promote recycled offerings prominently in
29 electronic ordering systems.

30 V. Equipment

31 Standardized equipment assists campus in achieving the diversion rate goals. Similarity
32 among resources utilized around campus reinforces positive behavior and makes it easier for
33 people to learn and continue waste diversion efforts.

34 A. Recycling Container Locations

35 All building occupants should have accessibility to interior and exterior recycling
36 stations.

37 B. Interior Recommendations

38 Most centralized indoor recycling on campus utilizes the slim-jim type recycling

1 container. The slim-jim container is approximately 30 inches in height, 20 inches in
2 length and 11 inches in width. The dimensions of the container are compatible with
3 campus standard recycling cabinet design specifications as indicated in the [UC Davis](#)
4 [Campus Standard & Design Guide](#).

5 Office workstation recycling utilizes a 28-quart blue recycling bin designated for
6 mixed paper with a small landfill saddle bin. Each workstation recycling set is
7 labeled with campus standard labels indicating what materials shall go into what bin.
8 For more information, please visit [“Recycling from Your Desk”](#) section of the
9 campus sustainability website

10 C. Exterior Recommendations

11 1. Building collections

12 Buildings will have a designated outdoor centralized location to store outdoor
13 collections of recyclable materials, and compostable material if applicable, at
14 a nearby site (e.g., dumpster enclosure in nearby parking lot). A designated
15 collection site may be utilized by more than one building.

16 The general configuration of an outdoor centralized collection site will include
17 carts for mixed paper, cans and bottles, and compostable materials, and two 6-
18 cubic yard dumpsters – one designated for cardboard recycling and the other
19 for landfill materials (color coded tan and blue respectively). The recycling
20 carts for outdoor collections of recyclable and compostable materials are
21 generally 64 gallon carts.

22 2. Pathways and Open Spaces

23 Campus standard outdoor receptacles include two concrete receptacles, one
24 for recyclables and another for landfill. These receptacles are generally at
25 entrances, pathways, patio spaces, and most outdoor open areas.

26 VI. Strategies

27 The following section will describe strategies that will assist in achieving waste management
28 goals, specifically source reduction and recycling:

29 A. Durable and Reusable Products

30 Whenever possible, departments and external contractors shall reduce the amount of
31 non-recyclable materials and products used, and promote the use of durable and
32 reusable products (e.g., using reusable silverware/dinnerware instead of disposable at
33 catered events).

34 B. Copying and Printing

35 1. Paper office supplies should contain a minimum standard of 30% post-
36 consumer waste (PCW) recycled content.

37 2. Copiers and printers should be set to default to two-sided copying or printing

1 when possible.

2 3.Outside suppliers and consultants shall be encouraged to print proposals and
3 reports on both sides, using recycled content paper. The documents shall be
4 clearly marked to indicate that they are printed on recycled content paper.

5 4.Whenever feasible, electronic correspondence should replace written
6 correspondence. When printed documents are required, employees are
7 encouraged to print using the minimum amount of paper necessary. Methods
8 to accomplish this include reducing margin size, reducing font size and two-
9 sided printing.

10 5.Forms should be made available to complete and submit electronically
11 whenever possible.

12 6.Employees should reuse office paper that is printed on only one side whenever
13 possible. Paper shall be recycled after reuse.

14 7.Departmental and course handouts should be distributed electronically
15 whenever possible.

16 C. Publications and Mailing Lists

17 1.Campus newsletters, catalogs, magazines and other publications are
18 encouraged to be printed using recycled content paper. When feasible,
19 departments should use electronic publications in lieu of printing.

20 2.All print publications (newsletters, catalogs, magazines, etc.) should move
21 toward an electronic publication alternative and a clear method for allowing
22 subscribers to opt out of hard copy delivery.

23 3.Departments are encouraged to limit the receipt of multiple copies of print
24 publications and instead route or publicly post a single copy for interested
25 parties to review.

26 D. Telephone Directories

27 Telephone directories shall be made available electronically. If paper copies of
28 directories are published, they shall be distributed only once per calendar year.

29 E. Vendor Catalogs

30 Vendors shall be discouraged from mass distribution of paper catalogs to the campus.

31 F. Environmentally Responsible Packaging

32 Packing materials purchased by UC Davis shall abide by one or more of the following
33 criteria:

34 1.Made from 100% post-consumer recycled materials that is recyclable or
35 reusable,

36 2.Non-toxic,

37 3.Biodegradable, and/or

38 4.Produced using minimal resources and sized as small as possible, while still

1 maintaining product protection during shipping. Unnecessary packing
2 materials should be eliminated whenever possible.

3 G. Special Events

4 1. Recycling receptacles should be provided at all special events.

5 2. Biodegradable food service utensils, plates, cups, napkins, and containers to
6 support zero-waste efforts are available through the Campus Center for the
7 Environment. See the link below:

8 <http://cce.ucdavis.edu/zerowaste/>

9 H. Pre- and Post-Consumer Compostable Materials

10 1. Centralized compost bins should be provided to some offices on campus for
11 food and other organic waste. Offices without compost bins should dispose of
12 food waste in the landfill bin unless directed otherwise.

13 2. Dining Commons shall serve food on reusable dishware. All pre- and post-
14 consumer food waste should be composted.

15 3. On campus eateries and events should use compostable utensils and dishware,
16 which are collected in the compostable waste stream.

17 4. Landscape trimmings should be collected and used in one of the following
18 manners:

19 a. Collected and reused,

20 b. Repurposed for artwork, campus activities, etc.,

21 c. Composted at an off-campus commercial composting facility, and/or

22 d. Processed at an Anaerobic Biodigester.

23 5. Food service ware containing poly lactic acid (PLA) should be avoided.

24 **VII. Procedures**

25 The following section will describe the general collection and handling procedure of
26 recovered materials on the UC Davis campus:

27 A. Ongoing Consumables (not exclusive)

28 1. Glass, Plastics, and Aluminum (bottles and cans)

29 Glass, plastic, and aluminum recyclables should be collected in centralized
30 bins and hauled to an outside vendor for recycling. Labels and signage are
31 provided to inform staff of the materials that belong in this stream.

32 2. Mixed Paper

33 Mixed paper should be collected from centralized and desk side mixed paper
34 recycling bins located in lobbies and offices respectively and hauled to an
35 outside vendor for recycling. Labels and signage are provided to inform staff
36 of materials that belong in the mixed paper stream.

37 a. Confidential paper shredding is available upon request. The service is

1 provided by the campus Materiel Management Services. More
2 information can be found here:

3 <http://documentstorage.ucdavis.edu/howto/basics.cfm>

4 b. Alternatively, confidential paper shredding is also offered through an
5 off-campus vendor. More information can be found here:

6 <http://sustainability.ucdavis.edu/action/moving/>.

7 3.Cardboard

8 Cardboard should be collected in dumpsters around campus and hauled to an
9 outside vendor for recycling.

10 4.Pre- and Post-Consumer Compostable Materials

11 Compostable material should be collected at centralized areas and shall be
12 reused on campus or hauled to an off campus commercial composter or
13 processed in an anaerobic biodigester.

14 5.Metals

15 Scrap metal should be collected at centralized locations on campus and at the
16 UC Davis Waste Water Treatment Plant site. Metal is sent to an outside
17 vendor to be recycled.

18 6.Batteries

19 Batteries should be collected in bins around campus by Waste Reduction &
20 Recycling staff and brought to the Environmental Health and Safety
21 Department for storage to be shipped for processing.

22 7.Toner and Inkjet Cartridges

23 Cartridges should be collected around campus in departments and centralized
24 locations. Toner and inkjet cartridge manufactured by companies with
25 cartridge return programs will be sent back to the company for recycling or
26 remanufacturing. Cartridges that are not returned to the manufacturing
27 company should be sent to an outside vendor to be recycled or
28 remanufactured.

29 8.Mercury Containing Lamps

30 Lamps and bulbs containing mercury shall be collected and disposed of by
31 Facilities Management in a way that will not harm the environment.

32 B. Durable Goods

33 1.Furniture

34 Furniture should be brought to the ~~Bargain Aggie Surplus Barn~~ for resale (or
35 salvage when property is deemed invaluable).

36 2.Electronic Waste

37 Used and broken electronics should be brought to the ~~Aggie Surplus~~
38 ~~Barn~~. Working electronics should be resold. Broken electronics should be sent

1 to an outside vendor to be recycled.

- 2 a. Electronic waste includes computers, monitors, copiers, printers,
3 scanners, fax machines, refrigerators, dish washers, water coolers,
4 external power adapters, television, audiovisual equipment, wires,
5 compact disks, etc.

6 3. Office Supplies

7 Office supplies in good condition should be brought to the [Bargain-Aggie](#)
8 [Surplus Barn](#) on campus to be resold.

- 9 a. Office supplies include binders, scissors, tape dispensers, white
10 boards, paper racks, folders, etc.

11 C. Facility Alterations

12 1. Materials from alterations include wall studs, insulation, doors, windows,
13 panels, drywall, trim, ceiling panels, carpet and other flooring material,
14 adhesives, sealants, paints and coatings.

15 2. The materials that can be recovered should be recycled. Hazardous material
16 should be disposed of responsibly so it does not harm the environment.

17 D. The following table describes in detail recyclable and compostable materials
18 generated at the building site, the disposal methods, handling procedures, and current
19 vendor or processing facility accepting the materials:

Source/Consumables	Disposal Method	Handling Procedure	Vendor/Processing Facility
Cardboard (CB)	<ul style="list-style-type: none">• User receives CB and brings CB to outdoor dumpster where Solid Waste (SW) picks up dumpster.• User puts CB at centralized location/lobby and custodian brings CB down to dumpster where SW picks up dumpster.	SW picks up dumpsters and hauls recyclables to recycler on a regular basis.	Recycling Industries in North Highlands, CA
Cans & Bottles (CRV) (#1-2 Only)	<ul style="list-style-type: none">• User recycles CRV in centralized/lobby bin, custodian picks up daily and brings down to recycling carts at designated area.• User recycles CRV in outdoor recycling bins and Grounds empties containers into closest dumpster/recycling cart.	SW picks up recycling carts two times per week and hauls recyclables to vendors.	Recycling Industries in North Highlands, CA

Source/Consumables	Disposal Method	Handling Procedure	Vendor/Processing Facility
Commingle Mixed Recyclables (MR)	<p><i>Student Housing (SH):</i> residents put MR into MR recycling cart in centralized area or recycling shoot, SH Custodial staff brings MR recycling cart/dumpster out to enclosure, and SW picks up MR cart and dumpsters.</p>	<p>SW picks up and hauls recyclables to vendors on a regular basis.</p>	<p>Recycling Industries in North Highlands, CA</p>
	<p><i>West Village (WV):</i> Residents recycle MR into dumpsters at enclosure, and SW picks up MR dumpsters.</p>	<p>SW picks up dumpsters and hauls recyclables to vendors on a regular basis.</p>	<p>Recycling Industries in North Highlands, CA</p>
	<p><i>Memorial Union & Coffee House:</i> Consumers/Occupants put MR in bins around MU and CoHo, student staff empty bins into MR dumpster at loading dock, and SW picks up MR cart and dumpsters.</p>	<p>SW picks up dumpsters and hauls recyclables to vendors on a regular basis.</p>	<p>Recycling Industries in North Highlands, CA</p>
Mixed Paper (MP)	<ul style="list-style-type: none"> • User recycles MP in centralized/lobby bin, custodian picks up daily and brings down to recycling carts at dumpster enclosure. • User recycles MP in deskside recycling, custodial picks up MP recycling from individual office or cubicles 1x/week and brings down to recycling cart at dumpster enclosure. • User recycles MP in outdoor recycling bins, Grounds empties containers into closest dumpster/recycling cart. 	<p>SW picks up recycling two times per week and hauls recyclables to recyclers.</p>	<p>Davis Waste Removal in Davis, CA</p>

Source/Consumables	Disposal Method	Handling Procedure	Vendor/Processing Facility
Confidential Paper Shredding	<p><i>In House:</i> Department puts confidential paper into box, box is picked up by Mail Distribution staff when mail is dropped off and brought back to Mail Distribution Center; documents are shredded at Mail Distribution and Proof of Destruction is issued to Department, and shredding is put into mixed paper recycling.</p>	SW hauls MP recycling to Davis Waste Removal.	Davis Waste Removal in Davis, CA
	<p><i>Off Campus Shredding Vendor:</i> Department creates an account with contracted vendor-Viking Shredding, department accumulates documents and contacts vendor for shredding service, and vendor will come to campus to shred and issue Proof of Destruction.</p>	Waste is tracked and disposed by an authorized vendor, currently Viking Shred, to be recycled.	International Paper Recycling Plant in Sacramento, CA
Hardbound Book Recycling	Department submits Facilities work order for Custodial Services requesting a hardbound book recycling bin, custodial drops off and picks up recycling cart. Hardbound books are accumulated at Custodial Services, and vendor will pick-up and recycle hardbound books.	Tracked and disposed by recycler, currently International Papers, for recycling.	International Paper Recycling Plant in Sacramento, CA
Pipette Tip Boxes	Users accumulate boxes in container provided by Waste Reduction and Recycling (WRR), which provides pick up service once per week.	Tracked and hauled away by SW for recycling.	Recycling Industries in North Highlands, CA
	Users accumulate boxes in containers and boxes are backhauled by Fisher Scientific Staff.	Backhauled by Fisher Scientific Staff for recycling.	Santa Clara Facility in Santa Clara, CA

Source/Consumables	Disposal Method	Handling Procedure	Vendor/Processing Facility
Metals	<ul style="list-style-type: none"> • User drops off small metal pieces to be recycled at designated locations on campus • User drops off large metal pieces at metals recycling location at UCD Waste Water Treatment Plant. 	Tracked and disposed of by authorized haulers for recycling.	Sims Metals or Metro Steel Recycling in Woodland, CA
Batteries	<i>Rechargeable:</i> Users contact Call2Recycle for recycling container and accumulate rechargeable batteries. When container is full, user ships box with pre-paid shipping label.	All batteries are tracked and rechargeable batteries are sent back to Call2Recycle.	Call2Recycle Contracted Sorting and Recycling Facility in Ellwood City, PA
	<i>Non-Rechargeable:</i> <ul style="list-style-type: none"> • Users accumulate batteries in desktop battery bin provided by WRR, and users intercampus mail to Environmental Services Facility (ESF) where batteries are stored. • Users recycle at WRR multi-bin units on campus, where WRR Student staff collects batteries. WRR coordinates with ESF to drop off/pick up batteries. 	Tracked and taken away by authorized haulers for proper disposal.	AERC Recycling Solutions in Hayward, CA
Electronic Waste	<i>Compact Discs:</i> Users recycle at WRR multi-bin units on campus and WRR Student staff collects and drop off material to Bargain-Aggie Surplus Barn for recycling where the vendor picks it up.	Tracked and taken away by authorized haulers for recycling.	California Electronic Assets Recovery (CEAR)
	<i>Small Electronics:</i> Users recycle at WRR multi-bin units on campus and WRR student staff collects and drop off	Tracked and taken away by authorized haulers for recycling.	California Electronic Assets Recovery (CEAR)

Source/Consumables	Disposal Method	Handling Procedure	Vendor/Processing Facility
	electronics to Bargain Aggie Surplus Barn for recycling.		
	<i>Large Electronics:</i> Users recycle Campus Property large electronics at Bargain Aggie Surplus Barn .	Tracked and taken away by authorized haulers for recycling.	California Electronic Assets Recovery (CEAR)
	<i>Cell Phones:</i> Users recycle at WRR multi-bin units on campus and WRR Student staff collects cell phones from multi-bin locations.	Tracked and kept by WRR until local recycler is located.	TBD
	<i>Inkjets (Cartridges):</i> Users recycle at WRR multi-bin units on campus and WRR Student staff collects the inkjets. Empty cartridges are picked up by the authorized vendor after each academic quarter.	Tracked and taken away by authorized haulers for recycling.	Cartridge World in Davis, CA
Toners	Users intercampus mail toners to Mail Distribution (specifically indicating "Toner Recycling").	Tracked and sent to authorized vendors for recycling by Mail Distribution services (HP brand toners to Hewlett Packard and non HP brand toners to T3 Toner).	Hewlett Packard and T3 Toner
Food Waste & Compostable Products	<i>Animal Bedding/Manure:</i> Department of animal Science accumulates and warehouses animal bedding/manure on campus and Green belt Carriers picks up bedding/manure from campus.	Tracked and distributed to composters/farmers for direct application.	Green Belt Carriers
	<i>Cooking Oil:</i> Food prep areas and kitchens collect used cooking oil.	Tracked and taken away by authorized hauler for recycling.	Sacramento Rendering Company in Sacramento, Ca

Source/Consumables	Disposal Method	Handling Procedure	Vendor/Processing Facility
	<i>Dining Commons:</i> Kitchen staff collect compost waste in 32 gallon compost cart and bring compost carts to compost compactor.	SW hauls to commercial composting facility for processing.	Zamora Composting Facility in Zamora, CA
		SW hauls to Anaerobic Biodigester for processing	
	<i>Zero Waste Events:</i> Compostable materials from Zero Waste Events are collected by Custodial Services or Grounds Services and brought to a compost compactor, usually at the Segundo Dining Common area.	SW hauls to commercial composting facility for processing	Zamora Composting Facility in Zamora, CA
	<i>Retail Eateries (Coffee House, Silo Union):</i> Users/visitors dispose compostable waste at available bins in facility, CoHo staff service the bins and bring the compostable materials in bags to compactor at loading dock.	SW hauls to commercial composting facility for processing.	Zamora Composting Facility in Zamora, CA
	<i>Zero Waste Facilities:</i> Building occupants dispose of compostable materials in centralized compost bin, Custodians services compost bin daily and empties into cart at loading dock/dumpster enclosure, and custodial services picks up cart and empties it into compost compactor.	SW hauls to commercial composting facility for processing.	Zamora Composting Facility in Zamora, CA
	<i>Straw and Shavings:</i> Straw and Shavings picked up by SW and dumped just outside campus landfill.	Tracked and taken away by outside vendor, DPS, Inc. for composting.	DPS, Inc. brings to composting site in Patterson, CA

Source/Consumables	Disposal Method	Handling Procedure	Vendor/Processing Facility
Veterinary Medicine	Compostable material (mainly straws and shavings) are accumulated at Veterinary Medicine Teaching Hospital.	SW tracks, picks up and hauls material to designated location where authorized hauler takes it to composter.	DPS, Inc. brings to composting site in Patterson, CA
Green Waste	<i>Small Collections:</i> Most green waste left on site as mulch.	N/A	N/A
	<i>Large Collections (tree trunks/trimmings):</i> Grounds brings material to UCD landfill green waste pile.	Tracked and used by Grounds and SW. Grounds uses larger collections as landscape material and SW hauls materials to Woodland Biomass Plant where wood is used as fuel source.	Woodland Biomass Plant in Woodland, CA
	<i>Other:</i> Grounds brings material to UCD Landfill green waste pile.	Tracked and hauled away by SW to Yolo County landfill to be disposed at green waste pile.	Yolo County Central Landfill
Construction	Construction workers accumulate material in large dumpster at construction site.	Authorized hauler brings material to recycling center for disposal	Recycling center chosen by contractor
Demolition	Third party contracted hauler brings demolition material to recycling center for disposal.	Third party hauler brings demolition material to recycling center for disposal.	Recycling center chosen by contractor
Landfill	<i>Indoor:</i> User disposes in landfill bin and Custodial Services empties the bin into outdoor centralized dumpster.	SW hauls landfill material to landfill for disposal.	Yolo County Central Landfill
	<i>Outdoor:</i> User disposes in landfill bin and Grounds empties landfill bin into nearby centralized dumpster.	SW hauls landfill material to landfill for disposal.	Yolo County Central Landfill

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VIII. Metrics.

1 Measurements and records are kept for each category in the above listing. The listed
2 categories above are not exclusive. When possible, weights of collected material shall be
3 collected and recorded into the annual campus diversion data to track progress. All material
4 data shall be recorded in either tonnage or pound measurements.

5 The data shall be used to calculate the total diversion rate at the end of the fiscal year (July
6 01 – June 30). Waste Reduction and Recycling shall be responsible for collecting,
7 consolidating and submitting campus-wide data to the University of California, Office of the
8 President annually.

9 Metrics can be obtained through multiple methods:

10 A. Receipts or reports from recycling facilities or vendors at point of transaction.

11 B. Weights reported by campus departments responsible for materials collected.

12 Campus personnel submitting metrics, although methods vary widely, shall attempt to record
13 data as accurately as possible.

14 **IX. Time Period**

15 This Solid Waste Management Policy shall be effective starting May 15, 2012 and will
16 continue indefinitely until it is replaced by a revised version. Compliance with the stated
17 goals shall be measured by the figures stipulated under the “Performance Metrics” section
18 and shall be monitored by the relevant groups defined under “Responsible Parties.”

19 **X. References and Related Policies**

20 A. Office of the President: Policy on Sustainable Practices

21 (<http://www.ucop.edu/ucophome/coordrev/policy/PP032207ltr.pdf>).

22 B. Policy and Procedure Manual (<http://manuals.ucdavis.edu/PPM/about.htm>):

23 1. Section 350-05, Waste Prevention and Recycling.

24 2. Section 350-10, Procurement Authority.

25 3. Section 350-18, Government Excess and Surplus Property.

26 4. Section 350-25, Procurement Through the Purchasing Department.

27 5. Section 350-80, Disposition of Excess and Surplus Property.

28 C. Online Resources

29 1. Waste Reduction and Recycling at UC Davis

30 (<http://sustainability.ucdavis.edu/action/recycle/index.html>).

31 2. UCD Student Housing Waste Diversion

32 (<http://www.housing.ucdavis.edu/sustainability/recyclingguide.asp>).