

Solid Waste Management Policy for Ball State Facilities

1.0. Purpose

1.1. To reduce the amount of waste and toxins hauled to and disposed of in landfills or incineration facilities, Ball State University has created this solid waste management policy.

2.0. Scope

2.1. The policy encompasses all ongoing consumables, durable goods, and materials used during facility alterations and additions as described below.

2.1.1. Ongoing Consumables, including paper, toner cartridges, glass, plastics, cardboard, corrugated cardboard and metals, should be reused, recycled, or composted when possible. At least 20% of the ongoing consumables waste stream will be diverted from landfills and incineration. Recycling bins must be located in each office, classroom, studio, and dining facility to serve faculty, staff, and students.

2.1.2. Portable dry-cell batteries, including rechargeable batteries used in radios, phones, cameras, computers, and other devices or equipment should be recycled to the maximum extent possible. Recycling bins must be located in each office, classroom, studio, and dining facility to serve faculty, staff, and students. 2.1.3. Durable Goods: Shall include office equipment (such as computers, monitors, copiers, fax machines, printers, and scanners), appliances (such as refrigerators, dishwashers, and water coolers), external power adapters, televisions, and other audiovisual equipment.

2.1.4. A donation program to Habitat Restore, or similar programs may be utilized. E-Waste removal for Ball State owned equipment will be sold to E2 for recycling. Furniture, equipment and fixtures will be auctioned off.

2.1.5. Facility Alterations/Additions, including base building elements permanently or semi-permanently attached to the building itself that enter the waste stream during facility renovations, demolitions, refits, and new construction additions. Wall studs, insulation, doors, windows, panels, drywall, trim, ceiling panels, carpet, flooring material, adhesives, sealants, paints, and coatings are all considered part of this group. Mechanical, electrical, plumbing, furniture, fixtures, and equipment are excluded.

3.0. Performance Metric

3.1. The calculation will be based on the weight of applicable goods and materials. Durable goods can be tracked by replacement value. Documentation of all waste streams must be kept.

4.0. Goals

4.1. The goals of this solid waste management policy include the following reductions:

4.1.1. Reducing the overall amount of waste generated for:

4.1.1.1. Ongoing consumables by 20%

4.1.1.2. Durable goods by 95%

4.1.1.3. Facility alterations/additions by 70%

4.1.1.4. Batteries by 95%

4.1.1.5. Mercury-containing light bulbs by 100%

5.0. Procedures and Strategies

5.1. Ball State Facilities must evaluate all building and site waste streams.

5.2. Baselines, metrics, and targets should then be set for each and methods to reduce waste streams should be developed.

5.3. Occupant education must be conducted to encourage reuse and recycling of eligible products.

5.4. A contract with Best Way is in effect. Service is guaranteed until at least July 2018.

5.5. E-Waste removal for Ball State owned equipment will be sold to E2 for recycling. Furniture, equipment and fixtures will be auctioned off.

6.0. Responsible Parties

6.1. Facility Manager: James Lowe

6.2 Maintenance Manager: Mike Planton

6.3. Inventory Control Manager: Andrea Stuffel

6.4. Waste Vendors: Best Way

7.0. Time Period

7.1. This policy will remain in effect going forward from its inception date, Fall 2015.