

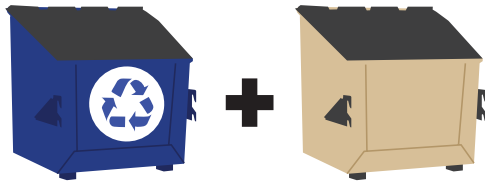
ZERO WASTE

Tip Sheet for Property Owners



1. COORDINATE RECYCLING SERVICES WITH CURRENT WASTE SERVICE PROVIDER OR HAULER

Trash haulers can often “bundle” recycling and trash services, which may allow you to reduce disposal costs.



2. CALCULATE THE AMOUNT OF MATERIALS GENERATED ON YOUR PROPERTY:

Ensure available trash and recycling capacity is proportionate to the amount of materials being generated near tenants and employees, and that the frequency of trash and recycling collection is cost-effective.



Download our free service capacity calculator on austintexas.gov/commercialrecycling

3. STREAMLINE THE RECYCLING PROCESS FOR YOUR COMMERCIAL TENANTS

Coordinate all recycling and waste collection contracts with your tenants to guarantee one onsite-recycling provider, which can save money and reduce recycling confusion.



4. PROVIDE CONSISTENT SIGNAGE AND CONTAINERS TO MAKE RECYCLING CONVENIENT

Color code all exterior and interior containers:

- Recycling = *Blue Containers*
- Landfill Trash = *Black containers*
- Compost = *Green containers*

Provide clear, large signage near all interior and exterior containers. Include:

- Illustrations of materials / accepted items
- Labels in English and Spanish



5. EDUCATE EMPLOYEES AND TENANTS REGULARLY

Optimize your recycling program by instructing employees and tenants on best practices for recycling on the property:

- Communicate regularly via email, newsletters, brochures, door hangers, etc.
- Set up a system for educating new tenants and employees
- Notify tenants of any changes to recycling



Download sample educational materials at austintexas.gov/commercialrecycling

6. CONDUCT AN ONSITE WASTE ASSESSMENT

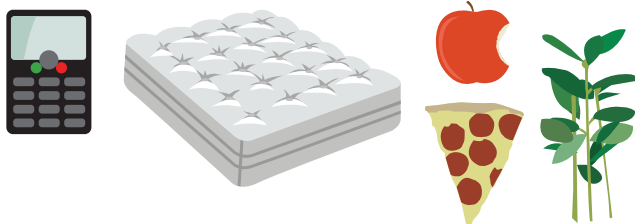
Understanding the materials being generated on your property is a key step to reducing waste and costs. Conducting a waste assessment will allow you to:

1. Review the types of materials being generated on your property and how they are disposed of.
2. Formulate a plan to generate fewer materials and increase recycling:
 - Ask your current provider if they conduct waste measurements or audits
 - Request a free onsite waste assessment from the City of Austin
 - Develop a Green Team to conduct your own waste assessment



7. EXPAND YOUR RECYCLING PROGRAM

Ask your current recycling provider about additional or alternative recycling options for regularly generated materials such as electronics, mattresses, pallets, food scraps, compostable materials and more.



8. LEARN MORE ABOUT THE UNIVERSAL RECYCLING ORDINANCE

By City ordinance, all Austin property owners will be required to provide recycling for tenants and employees by Oct. 1, 2016. Learn how the ordinance may affect your property, at austintexas.gov/commercialrecycling



9. PLAN FOR A ZERO WASTE FUTURE

The City of Austin has a Zero Waste Goal to reduce 90 percent of materials going to area landfills by 2040 or sooner. Begin preparing your property by investing in sufficient recycling containers and assess your site plan for possible changes. Learn more about Zero Waste, at austintexas.gov/zerowaste



10. ASK QUESTIONS, FIND RESOURCES

- Ask your current trash and recycling provider for any educational resources or signage they may have about their services.
- Austin Resource Recovery provides Free Zero Waste Business Services to help property owners uncover opportunities to reuse, resell or repurpose products, and establish effective recycling programs.

For more Zero Waste tips, visit austintexas.gov/zerowastebusiness



Questions?

Austin Resource Recovery offers free Zero Waste business services to help businesses reduce waste, recycle more materials and comply with the City's recycling ordinances.

Please submit all business recycling related questions to CommercialRecycling@austintexas.gov