

Waste Diversion Best Practices



"Our real Estate and Facilities group is leading the effort to seek new and innovative ways for the University to meet its sustainability goals through conservation, reducing, reuse and recycling programs [...] and reducing their energy consumption"

University of Miami Strategic Plan. p 44

Recommendations to increase the rate of Single Stream recycling diverted from landfill:

- > Contractor will need to abide by UM Sustainability Mission Statement as stipulated in the current Strategic Plan p 44
- > The contractor will agree to a 15 minute bi-annual training of their custodial team on waste segregation best practices by zone with contractor zone managers present and mandatory attendance for their teams (Offices, Labs, Clinical, Outdoor, Common areas and classrooms) **
- > The vendor will agree to implement double carts (like in the Student Shalala Center) wherever storage space allows.
- > The contractor will agree to pay a \$500 fine after 3 infractions to [waste segregation guidelines](#) reported per semester (report need to come from UM employees or students and to contain details proving the infraction).
- > The contractor will offer incentives to their employees to attend the bi-annual trainings, and to complete their bi-weekly visual assessment on diversion (below is a form to fill after each shift and give to their zone manager at the end of each week).

*** Training on recycling diversion should be integrated into a larger training if possible.
Its content will include but is not limited to:*

- > No black bag on Blue bins and [current guidelines](#)*
- > Pair trash and Recycle whenever possible*
- > Pickup recycling clear bags only when at least half full*
- > Cardboard pickups need to be consolidated and properly discarded in Cardboard Only containers*
- > Report from zone managers on the following metrics every mid- semester:*
 - Attendance rate to the Waste segregation training by zone*
 - Bi-weekly individual report of visual assessments on diversion by building (form below).*
 - Report on the same visual assessment for Orientation and Homecoming week events (for KAB bins only).*

Other Waste stream recycling and reduction

- The Contractor will agree to monitor and consolidate two other waste streams:
 - 1-Toner cartridges recycling on all 3 campuses;
 - 2-Batteries recycling on all 3 campuses.
- UM is always looking for ways to reduce and divert the waste it generates. Contractor will use its existing routes and find innovative, cost neutral ways to adapt and consolidate these future new streams of recycling selected by the University.

Composting

- University of Miami is looking to divert some of its food waste and other related items (including but not limited to bathroom hand paper towel) for composting in the near future. If consolidation of food waste and related items is needed on campus, the contractor will either use one of its recycling routes or add a new route to service it.

JANITORIAL TEAMS

Building name:

Employee name:

Zone manager/supervisor name:

Week 1 > Enter Mon date / Entrar fecha del Lunes	Number of 28 gal clear bags at least half full <i>Numero de grandes bolsas claras llenas a la mitad</i>	
...../...../.....	Clean or minimal contamination Limpio o con minima contaminacion	Contaminated with food or liquids Contaminados con comida or liquidos
Mon/Lunes		
Tue/Martes		
Wed/ Miercoles		
Thu/Jueves		
Fri/ Viernes		
Sat/ Sabado		
Sun/ Domingo		
Week 2 > Enter Mon date / Entrar fecha del Lunes	Number of 28 gal clear bags at least half full <i>Numero de grandes bolsas claras llenas a la mitad</i>	
...../...../.....	Clean or minimal contamination Limpio o con minima contaminacion	Clean or minimal contamination Limpio o con minima contaminacion
Mon/Lunes		
Tue/Martes		
Wed/ Miercoles		
Thu/Jueves		
Fri/ Viernes		
Sat/ Sabado		
Sun/ Domingo		