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UNIVERSITY
OF
PITTSBURGH

DEPARTMENT OF HOUSING RECYCLING GUIDE



Recycling Procedures | pittrecycling@bc.pitt.edu

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Campus-wide Recycling Policies

Single Stream Recycling

Paper, plastic, metal, and glass go into the same bin.

Recycling Bins

Recycling bins are blue or green, unless in a multi-bin unit.

Recycling bins should have CLEAR bags.

RECYCLE

What You CAN Recycle:

Plastics #1-7

Metal: Aluminum, Bi-Metal, Steel Food Cans

Glass: Clear, Green, & Brown Containers

Paper: Magazines, Advertising Inserts, Junk Mail, Phone Books, Newspaper, Envelopes, Catalogs, Paperback Books, Coupons/Receipts, Computer Paper

Paperboard Boxes: Cereal, Juice, & Tissue Boxes

Cardboard

Cartons: Milk, Almond/Soy Milk, Cream, and Juice Cartons

Shredded Paper: Only if it is bagged in clear plastic bags and tied off by itself.

TRASH

Please DO NOT Recycle the Following:

NO Garbage, Food Waste, or Hazardous Waste

NO Plastic Bags

NO Styrofoam or Fast Food Wrappers

NO Pizza Boxes

NO Lids – Plastic or Metal

NO Pie Pans

NO Ceramics

NO Light Bulbs or Ceramics

NO Tempered or Plate Glass

*Recycling goes in clear bags.

Recycling and Landfill Room Signage:

Single Stream RECYCLING



Paper

- Paper cups (coffee, to-go)
- Printer paper
- Newspaper
- Magazines
- Brown Bags



Plastic

- #1 - #7
- Bottles
- Personal care
- Cups
- Containers



Cardboard

Break down and put behind recycling bins



Cartons

- Drink Cartons (soymilk, juice, etc)



Glass

- Bottles
- Jars



Metal

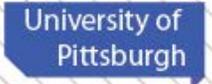
- Aluminum/tin cans
- Empty aerosol cans
- Aluminum foil
- Metal lids (larger than 2" across)
- Water bottles (break off plastic and thread)



NO:

- Garbage in black or white bags
- Plastic bags
- Napkins, tissues, paper towels
- To-go containers, plastic utensils, straws
- Styrofoam
- Plastic wrap
- Items with food on them
- Plastic lids
- Paper smaller than 2"x2"
- Greasy pizza boxes





Questions, Comments, or Concerns?
Contact us at pittrecycling@bc.pitt.edu

For PDF version visit:

<https://drive.google.com/file/d/0B9LZJTKBUJDhZWxvMMwTxeWpGQ1E/view?usp=sharing>

Contacts

Department of Housing, Food Services and Panther Central

The Department of Housing, Food Services and Panther Central focuses on residence hall sustainability initiatives, student body education, recycling and waste management, partnering with Sodexo to improve dining sustainability and many other projects.

Questions, comments, or concerns can be directed to pittrecycling@bc.pitt.edu

Pitt Serves

Pitt Serves collaborates with different departments and students to promote sustainability on campus. Interested in learning more?

Please contact greenteam@pitt.edu

Amos Hall

Recycling Bins in Residence Hall Rooms

In Amos Hall, residence hall rooms are provided with a 7gal recycling bin and 7gal trash bin. Students must take their recycling and trash to the floor's "Recycling and Landfill" room, located by the stairs.

Recycling Bins in Kitchens

Every sorority kitchen should contain at least one 23 gallon recycling bin. Housekeepers are responsible for emptying this recycling bin daily.

Recycling and Landfill Room

Each floor has a "Recycling and Landfill" room, located next to the stairs. Every trash and recycling room should contain two 23 gallon trash bins and one 23 gallon recycling bin. All recyclables other than cardboard should be placed in this bin. Cardboard boxes must be broken down and placed alongside the bins.

Public Spaces

- There is a trash and a recycling bin on the ground floor next to the printer. The lobby bins are labeled as "Landfill" and "Recycling."

Sorority common rooms are not automatically provided with a recycling bin, but can be requested by contacting pittrecycling@bc.pitt.edu.

Housekeeper Procedure

A housekeeper is responsible for collecting trash and recycling from the kitchens and trash rooms once a day, except for weekends. Clear recycling bags, black trash bags, and cardboard should remain separated and taken to Towers Loading Dock. Here black trash bags are thrown into the trash compactor, clear bags are put into the Towers recycling tilt trucks, and cardboard goes into the 2yd dumpsters.

Bouquet Gardens A-H

Apartments

Each apartment has a 23gal trash bin and a 23gal blue or green recycling bin in their kitchen area. Students are responsible for sorting their waste and taking it to outdoor toter bins by each building's external staircase.

Outdoor Bins

Each building has four 96gal trash toters and one 96gal blue recycling toter. The recycling toters are located furthest away from the entrance, underneath the "Recycling" signage. All recyclable materials can be placed in these blue bins. However, **no black garbage bags can be put into these bins**, even if the bag contains recycling. Overflow recycling can be placed in any of the 5 extra recycling toters located next to the parking lot's trash compactor.

Housekeeper Procedure

A housekeeper is responsible for taking full trash toters to the compactor and switching out full recycling toters with the extra ones along the fence. Every Thursday afternoon all of the recycling toters must be placed out in front of the compactor for Republic Services to pick up overnight. Friday morning the empty toters should go back to their locations alongside buildings. If all of the toters become filled before Thursday, recycling can be taken by housekeepers to the recycling dumpster at Bouquet J.

Bouquet Garden J

Apartments

Each apartment has a 23gal trash bin and a 23gal blue or green recycling bin in their kitchen area. Students are responsible for sorting their waste and taking it to the “Recycling and Landfill” room.

Recycling and Landfill Rooms

Each floor has a “Recycling and Landfill” room with 2-3 large trash bins and 1 large blue recycling bin located underneath a “Single Stream Recycling” sign. Students’ mixed recycling should be placed into the blue recycling bin, and cardboard should be broken down and placed behind the recycling bin.

Public Spaces

The ground floor contains three recycling bins, located by the mailboxes, next to the printer, and in the seating area. The seating area also has one trash bin. These bins are labeled “Recycling” and “Landfill”

Housekeeper Procedure

A housekeeper is responsible for collecting trash and recycling from the “recycling and landfill” rooms once a day, except for weekends. Recycling and trash get taken to the loading dock. Trash goes into one of the three tan dumpsters, and recycling goes into the blue recycling dumpster. Overflow trash or recycling can be put into the tan totes.

Brackenridge Hall

Residence Hall Rooms

Each bedroom and living room has a 7gal recycling bin and a 7gal trash bin. Students are responsible for sorting their waste and taking it to the “Recycling and Landfill” room.

Recycling and Landfill Rooms

Each floor has a “Recycling and Landfill” room located across from the stairs. Each trash room contains one large square blue recycling bin and four small round trash bins. The recycling bin should be located directly underneath a “Single Stream Recycling” sign. Mixed recycling should be put into the large blue bin, and cardboard should be broken down and placed behind the recycling bin.

Public Spaces

The lobby has a recycling bin and a trash bin by the elevator. These bins are labeled “Recycling” and “Landfill.”

Housekeeper Procedure

A housekeeper is responsible for collecting trash and recycling from the recycling and landfill rooms once a day, except for weekends. Clear recycling bags, black trash bags, and cardboard should remain separated and taken to Towers Loading Dock. Here black trash bags are thrown into the trash compactor, clear bags are put into the Towers recycling tilt trucks, and cardboard goes into the 2yd dumpsters.

Bruce Hall

Residence Hall Rooms

There are two 7gal recycling receptacles per suite, one in the trash cubby and one in the living area. Filled recycling bins should be placed in your trash cubby to be picked up by housekeeping. Overflow recycling that does not fit in your small bins can be taken to your laundry room's recycling bin. All trash should go into the large trash bin in the cubby.

Public Spaces

There is a 23gal slim jim recycling bin in each laundry room. The lobby has a trash bin, and a large 2-unit recycling bin. The lobby bins are labeled as "Landfill" and "Recycling."

Housekeeper Procedure

A housekeeper is responsible for collecting trash and recycling from the recycling and landfill rooms once a day, except for weekends. Clear recycling bags, black trash bags, and cardboard should remain separated and taken to Towers Loading Dock. Here black trash bags are thrown into the trash compactor, clear bags are put into the Towers recycling tilt trucks, and cardboard goes into the 2yd dumpsters

Centre Plaza

Apartments

Each apartment has one 23gal trash bin and one 23gal recycling bin. Students are responsible for sorting out their waste and taking it to the nearest “Landfill and Recycling” room.

Recycling and Landfill Rooms

Every floor except 5 has a “Recycling and Landfill” room. Each of these rooms has two cube carts, where students put their tied garbage bags, and two round recycling bins located underneath a “Single Stream Recycling” sign. Students’ mixed recycling should be put into the blue recycling bins, and cardboard should be broken down and placed behind the recycling bin.

Public Spaces

There is a trash bin and a recycling unit in the lobby and by the laundry room on every floor. These bins are labeled “Recycling” and “Landfill.”

Housekeeper Procedure

A housekeeper is responsible for emptying the trash rooms once a day, except for weekends. The trash carts get rolled to the garbage chute, where bags are sent down the trash chute to the dumpster below. Recycling bags are collected in a recycling cart, taken to G1, and put into the six 95gal recycling toters. Every Thursday afternoon these recycling toters are placed outside of the garage to be picked up by Republic Services.

Forbes Hall

Residence Hall Rooms

Each bedroom has a 7gal recycling bin and two 7gal trash bins. Students are responsible for sorting their waste and taking it to the “Recycling and Landfill” rooms.

Recycling and Landfill Rooms

Every floor has two “Recycling and Landfill” rooms with three large trash totes and one 50gal blue recycling bin located underneath a “Single Stream Recycling” sign. Students’ mixed recycling should be placed into the blue recycling bin, and cardboard should be broken down and placed behind the recycling bin.

Public Spaces

- All bins in public spaces are labeled as “Landfill” or “Recycling.”
- Every kitchenette should contain one 23gal trash and one 23gal recycling bin.
- The lounge on every floor should contain one 23gal trash and one 23gal recycling bin.
- The 2nd floor study space and gym has several recycling and trash bins in each area.
- The lobby has a recycling and trash bin, and there is a recycling bin by the printer.

Housekeeper Procedure

A housekeeper is responsible for emptying the trash rooms once a day, except for weekends. All trash and recycling gets taken to the back alley. Trash goes into the three tan dumpsters, and recycling goes into the back blue dumpster. Every Thursday night the recycling dumpster gets collected.

Forbes Craig Hall

Apartments

Each apartment has one 23gal trash bin and one 23gal recycling bin. Students are responsible for sorting out their waste and taking it to the “Landfill and Recycling” room.

Recycling and Landfill Room

There is one “Recycling and Landfill” room located next to the laundry. This room has trash bins and blue recycling bins located underneath a “Single Stream Recycling” sign. Students’ mixed recycling should be put into the blue recycling bins, and cardboard should be broken down and placed behind the recycling bin.

Public Spaces

There are two trash bins and two recycling bins located in the student lounge on the 1st floor. These bins are labeled “Landfill” and “Recycling.”

Housekeeper Procedure

A housekeeper is responsible for emptying the trash rooms once a day, except for weekends. All trash and recycling gets taken to the back dumpsters. Trash goes into the large trash dumpster, and recycling goes into the 2yd recycling dumpster.

Holland Hall

Residence Hall Rooms

Each bedroom has a 7gal recycling bin and a 7gal trash bin. Students are responsible for sorting their waste and taking it to the “Recycling and Landfill” room.

Recycling and Landfill Rooms

Floor 2 has one “Recycling and Landfill” room located in Holland North, and floors 3-10 have two “Recycling and Landfill” rooms, located in Holland North and South. Each “Recycling and Landfill” room contains one large blue recycling bin and four small round trash bins. Recycling bins are located directly underneath a “Single Stream Recycling” sign. Students’ mixed recycling should be put into the large blue bin, and cardboard should be broken down and placed behind the recycling bin.

Public Spaces

- The lobby has a recycling bin and a trash bin by the elevator.
- The kitchenettes on each floor have one trash and one recycling bin.
- The lounge on the 11th floor has 3 recycling bins and several trash bins.
- These bins are labeled as “Recycling” and “Landfill.”

Housekeeper Procedure

A housekeeper is responsible for collecting trash and recycling from the recycling and landfill rooms once a day, except for weekends. Clear recycling bags, black trash bags, and cardboard should remain separated and taken to Towers Loading Dock. Here black trash bags are thrown into the trash compactor, clear bags are put into the Towers recycling tilt trucks, and cardboard goes into the 2yd dumpsters.

Lothrop Hall

Residence Hall Rooms

Each bedroom has a 7gal recycling bin and a 7gal trash bin. Students are responsible for sorting their waste and taking it to the “Recycling and Landfill” room.

Recycling and Landfill Rooms

Every floor has two “Recycling and Landfill” rooms with two square trash bins and two recycling bins located underneath a “Single Stream Recycling” sign. Students’ mixed recycling should be placed into the blue or green recycling bin, and cardboard should be broken down and placed behind the recycling bin.

Public Spaces

- The lobby has recycling and trash bins by the elevator, the vending machines, the mailboxes, the seating area, and in the ground floor lounge.
- The floor lounges have one large recycling bin and one large trash bin.
- These bins are labeled as “Recycling” and “Landfill.”

Housekeeper Procedure

A housekeeper is responsible for collecting trash and recycling from the recycling and landfill rooms once a day, except for weekends. Clear recycling bags, black trash bags, and cardboard should remain separated and taken to the loading dock. Trash gets taken to the back rooms with tilt trucks. Recycling goes into the three toters on the loading dock.

McCormick Hall

Suites

Each suite's living room has a 7gal recycling bin and a 7gal trash bin. The larger suites on floors 2,4,6,8,10 have 23gal recycling bin and trash bin. Students are responsible for sorting their waste and taking it to the "Recycling and Landfill" room.

Recycling and Landfill Rooms

Each floor has a "Recycling and Landfill" room located next to the elevators. Each trash room contains one large square blue recycling bin and one large trash bin. The recycling bin is located directly underneath a "Single Stream Recycling" sign. Students' mixed recycling should be put into the large blue bin, and cardboard should be broken down and placed behind the recycling bin.

Public Spaces

The lobby has a recycling bin and a trash bin by the elevator. These bins are labeled "Recycling" and "Landfill."

Housekeeper Procedure

A housekeeper is responsible for collecting trash and recycling from the recycling and landfill rooms once a day, except for weekends. Clear recycling bags, black trash bags, and cardboard should remain separated and taken to Towers Loading Dock. Here black trash bags are thrown into the trash compactor, clear bags are put into the Towers recycling tilt trucks, and cardboard goes into the 2yd dumpsters.

Nordenberg Hall

Residence Hall Rooms

Each bedroom has a 7gal recycling bin and two 7gal trash bins. Students are responsible for sorting their waste and taking it to the “Recycling and Landfill” room.

Recycling and Landfill Rooms

Every floor has a “Recycling and Landfill” room with three round trash bins and two round recycling bins located underneath a “Single Stream Recycling” sign. Students’ mixed recycling should be placed into the blue recycling bins, and cardboard should be broken down and placed behind the recycling bins.

Public Spaces

- The lobby has a recycling and trash bins by the vending machines.
- The two hallway lounges on each floor have one recycling bin and one trash bin.
- The student room and printer on the 3rd floor have a recycling bin and trash bin.
- These bins are labeled as “Recycling” and “Landfill.”

Housekeeper Procedure

A housekeeper is responsible for collecting trash and recycling from the recycling and landfill rooms once a day, except for weekends. Clear recycling bags, black trash bags, and cardboard should remain separated and taken to the loading dock. Trash goes into the compactor, and recycling goes into the four blue totes. All recycling gets taken down to the front of the driveway in the evenings before recycling pickup.

Panther Hall

Residence Hall Rooms

Each bedroom and living room has a 7gal recycling bin and a 7gal trash bin. Students are responsible for sorting their waste and taking it to the “Recycling and Landfill” room.

Recycling and Landfill Rooms

Each floor has a “Recycling and Landfill” room that contains two large recycling bins and two trash tilt trucks. Recycling bins are located directly underneath a “Single Stream Recycling” sign. Mixed recycling should be put into the large blue bins, and cardboard should be broken down and placed behind the recycling bin. Trash bags get tied and put into the tilt truck.

Public Spaces

There are trash recycling bins on the ground floor near the café, the printer, and the mailboxes. These bins are labeled as “Recycling” and “Landfill.”

Housekeeper Procedure

A housekeeper is responsible for collecting trash and recycling from the recycling and landfill rooms once a day, except for weekends. Clear recycling bags, black trash bags, and cardboard should remain separated and taken to the loading dock. Trash goes into the compactor, mixed recycling goes into the blue recycling totes, and cardboard goes into the cube cart.

Pennsylvania Hall

Residence Hall Rooms

Each bedroom and living room has a 7gal recycling bin and a 7gal trash bin. Students are responsible for sorting their waste and taking it to the “Recycling and Landfill” room.

Recycling and Landfill Rooms

Each floor has a “Recycling and Landfill” room that contains two large recycling bins and one wheeled trash bin. Recycling bins are located directly underneath a “Single Stream Recycling” sign. Mixed recycling should be put into the large blue bins, and cardboard should be broken down and placed behind the recycling bin. Trash bags get tied and put into the tilt truck.

Public Spaces

There are trash recycling bins on the ground floor near the café, the printer, and the mailboxes. These bins are labeled as “Recycling” and “Landfill.”

Housekeeper Procedure

A housekeeper is responsible for collecting trash and recycling from the recycling and landfill rooms once a day, except for weekends. Clear recycling bags, black trash bags, and cardboard should remain separated and taken to the loading dock. Trash goes into the compactor, mixed recycling goes into the blue recycling totes, and cardboard goes into the cube cart.

Ruskin Hall

Apartments

Each apartment has one 23gal trash bin and one 23gal recycling bins. Students are responsible for sorting out their waste and taking it to the “Landfill and Recycling” room.

Recycling and Landfill Room

There is one “Recycling and Landfill” room on each floor. This room has four round trash bins and one large blue recycling bin located underneath a “Single Stream Recycling” sign. Students’ mixed recycling should be put into the blue recycling bins, and cardboard should be broken down and placed behind the recycling bin.

Public Spaces

There are recycling and trash bins located at the entrance, by the mailroom, and in the study room. These bins are labeled “Landfill” and “Recycling.”

Housekeeper Procedure

A housekeeper is responsible for emptying the trash rooms once a day, except for weekends. All trash and recycling gets taken to the back dumpsters. Trash goes into the large trash dumpster, and recycling goes into the 2yd recycling dumpster.

Sutherland Hall East and West

Residence Hall Rooms

Each bedroom has a 7gal recycling bin and two 7gal trash bins. Students are responsible for sorting their waste and taking it to the “Recycling and Landfill” rooms.

Recycling and Landfill Rooms

Every floor has a “Recycling and Landfill” room with three round trash bins, one large blue recycling bin, and one small recycling bin located underneath a “Single Stream Recycling” sign. Students’ mixed recycling should be placed into the blue recycling bin, and cardboard should be broken down and placed behind the recycling bin.

Public Spaces

- The Sutherland lobby should have recycling bins next to the quickzone, next to the printer, by the ATM, in the mailroom, and in the computer lab.
- Each wing should have recycling bins in their lobbies.
- Sutherland West should have recycling bins in the two 1st floor study rooms.
- There should be a small recycling bin in each floor lounge.
- All bins in public spaces are labeled as “Landfill” or “Recycling.”

Housekeeper Procedure

A housekeeper is responsible for emptying the trash rooms once a day, except for weekends. All trash and recycling gets taken to loading docks. Trash goes to the Sutherland West loading dock and goes into the trash compactor. Recycling goes to the Sutherland East loading dock. Cardboard goes into the recycling dumpster until it overflows, and all mixed recycling goes into the blue recycling compactor.

Towers A, B, C

Residence Hall Rooms

Each bedroom has a 7gal recycling bin and two 7gal trash bins (except Tower C which has one 7gal trash bin). Students are responsible for sorting their waste and taking it to the “Recycling and Landfill” room.

Recycling and Landfill Rooms

Each floor has one “Recycling and Landfill” room that contains one large blue recycling bin and 3-4 small round trash bins. Recycling bins should be visible from the doorway and be near a “Single Stream Recycling” sign. Mixed recycling should be put into the large blue bin, and cardboard should be broken down and placed behind the recycling bin.

Public Spaces

- The Towers lounges have a large recycling and trash bin.
- The main Towers lobby has 8 recycling containers and 7 trash bins. Bins should be located by the printers, vending machines, Panther Central, and mailroom.
- Each individual Towers lobby should contain at least one large recycling unit and one trash bin.
- All bins in public spaces are labeled as “Landfill” or “Recycling.”

Housekeeper Procedure

A housekeeper is responsible for collecting trash and recycling from the recycling and landfill rooms once a day, except for weekends. Clear recycling bags and black trash bags go down the trash shoot. Cardboard gets taken in a cart down the elevator. Black trash bags are thrown into the trash compactor, clear bags are put into the Towers recycling tilt trucks, and cardboard goes into the 2yd dumpsters.