What was thrown away?	What type of material was it?	Recycled	Trashed	Composted	Where did it go? Can you be greener?
	SUBTOTALS from previous page				
	GRAND TOTALS				

For more ways you can recycle, reduce, reuse, repurpose, and rethink visit our website: web.mit. edu/facilities/environmental/recycling.html or contact us at recycling@mit.edu.

Although entries may be used for data collection, no names will be linked with the collected data.

Return this completed form Send to: to be entered into a drawing Ruth Davis

for one of several prizes. MIT Department of Facilities **Building NE49-2100**

Single Stream RECYCLING

What to include

- » Newspapers, magazines, catalogs
- » Telephone/soft cover books
- » Junk mail/envelopes (all types)
- » Paper (all colors, staples/paperclips are okay)
- » Paperboard (cereal/shoe boxes)
- » Milk/juice cartons
- » Cardboard/brown paper bags
- » Plastic bottles and containers numbered #1-7
- » Soda/juice/water bottles (glass or plastic)
- » Milk jugs, bleach/detergent, shampoo
- » Food containers (cottage cheese or yogurt)
- » Glass bottles/jars (any color)
- » Aluminum (pie plates/trays/foil)
- » Metal cans (tin/steel/aluminum)

What NOT to include

- » No plastic bags
- » No unmarked plastics (laundry baskets/ chairs/toys)
- » No windows/light bulbs
- » No dishes, Pyrex, or ceramics
- » No foam packaging or Styrofoam
- » No aerosol cans (paint/hairspray/cleaners)
- » No recyclables containing food waste

What about food waste?

Don't include recyclables containing food waste. Clean out food as much as possible from containers.

What about cardboard boxes?

Small pieces of cardboard can go in your deskside bin, but break down larger boxes and leave them with other recycling.



T Department of MIT FACILITIES The Single Stream Recycling program on campus allows for the collection of paper, plastics, and cans in one bin.



Waste Reduction Tips

Be trash smart!

- » Bring your own coffee mug from home or buy a reusable mug
- » Replace disposable items with reusable ones
- » Buy used instead of new
- » Use rechargeable batteries
- » Refill plastic water bottles instead of buying new ones
- » Donate reusable items to charities
- » Instead of paper towels, use a sponge or cloth
- » Print or copy on both sides of the paper

Reduce pollution

- » Ride your bike, skateboard, or walk
- » Use public transportation
- » Keep the tires inflated on your car

Conserve Water

- » Turn the faucet off while brushing your teeth
- » Put a 24 oz. soda bottle filled with sand into your toilet tank (make sure the cap is on tight)
- » Put a low-flow washer in your shower head
- » Time your showers to ten minutes

When shopping...

- » Bring a canvass bag or old plastic/paper bags to bag your groceries in
- » Buy products with the least packaging
- » Only buy items that are made of post-consumer materials or come in packaging that is made from post-consumer materials
- » Pay attention to how you spend your money—we vote every day with our dollars

Save energy

- » Get in the habit of turning off lights when you leave the room
- » Use the energy saver setting on your computer
- » Restrict elevator use by using the stairs if going up one flight or down two
- » Close a lab fume hood
- » Close the blinds to keep the room cool

Use your local recycling programs

- » MIT Recycling Program: recycling@mit.edu
- » Cambridge Recycling Hotline: (617) 349-4800

For more ways you can recycle, reduce, reuse, repurpose, and rethink visit our website: web.mit.edu/facilities/environmental/recycling.html or contact us at recycling@mit.edu.

September 2013

Think Globally. Act Locally.

Single Day Waste Audit

For one full day, record exactly what you discard and what waste container it goes in using the chart below. Don't leave anything out! When you are done, submit the form to win one of several prizes.*

What was thrown away?	What type of	Pocyclod	Trached	Composted	Where did it go?	
Date:	Your n	iame:			Email:	
Data	Va				Emanil.	

What was thrown away?	What type of material was it?	Recycled	Trashed	Composted	Where did it go? Can you be greener?
Example: soda bottle	#1 plastic	1			I recycled this in a bin in my building
Example: lunch box	Styrofoam		1		I could buy or bring my lunch in a reusable container
Example: apple cores	Food waste			2	In the campus compost bin at Stata

Note: There are more rows on back, if needed.

*Prizes include a \$20 TechCash card, a reusable bag, or a set of pens made from recycled bottles.



