

Solid Waste and Recycling Report for July 2010-June 2011

1. INSTRUCTIONS AND AGENCY CONTACT INFORMATION

Read all information, instructions, and worksheets. Download Worksheets and FAQs as well as a PDF of this entire report at www.p2pays.org/epp/reports.asp to aid in the completion of this data. Please note that you must still file this electronic report. Your data will be saved as you complete each page when you click the "Next" button. You may come back to edit this report until you click the "Submit" button. You must push "Submit" to complete this report process.

- If a precise figure is unavailable, use your best estimate.
- Double-check your calculations.
- Round totals to the nearest whole number.
- DO NOT use any symbols or punctuation(" , . ? \$ %).
- **All questions must be answered by noon on November 15, 2011.**

If you have questions or concerns about preparing this report, please contact Rachel Eckert with the Division of Environmental Assistance and Outreach, at (919) 715-6505 or (800) 763-0136, or e-mail rachel.eckert@ncdenr.gov. Thank you for your compliance in completing this report.

*1. Agency ID

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***2. Which agency are you completing this report for? Choose one of the following agencies listed in alphabetical order.**

- | | | |
|--|--|--|
| <input type="radio"/> Alamance Community College | <input type="radio"/> Guilford Technical Community College | <input type="radio"/> Rowan-Cabbarus Community College |
| <input type="radio"/> Appalachian State University | <input type="radio"/> Halifax Community College | <input type="radio"/> Sampson Community College |
| <input type="radio"/> Asheville-Buncombe Tech Com College | <input type="radio"/> Haywood Community College | <input type="radio"/> Sandhills Community College |
| <input type="radio"/> Beaufort County Community College | <input type="radio"/> Isothermal Community College | <input type="radio"/> South Piedmont Community College |
| <input type="radio"/> Bladen Community College | <input type="radio"/> James Sprunt Community College | <input type="radio"/> Southeastern Community College |
| <input type="radio"/> Blue Ridge Community College | <input type="radio"/> Johnston Community College | <input type="radio"/> Southwestern Community College |
| <input type="radio"/> Brunswick Community College | <input type="radio"/> Lenoir Community College | <input type="radio"/> Stanly Community College |
| <input type="radio"/> Caldwell Community College & Tech. Institute | <input type="radio"/> Martin Community College | <input type="radio"/> Surry Community College |
| <input type="radio"/> Cape Fear Community College | <input type="radio"/> Mayland Community College | <input type="radio"/> Tri-County Community College |
| <input type="radio"/> Carteret Community College | <input type="radio"/> McDowell Technical Community College | <input type="radio"/> UNC Asheville |
| <input type="radio"/> Catawba Valley Community College | <input type="radio"/> Mitchell Community College | <input type="radio"/> UNC Chapel Hill |
| <input type="radio"/> Central Carolina Community College | <input type="radio"/> Montgomery Community College | <input type="radio"/> UNC Charlotte |
| <input type="radio"/> Central Piedmont Community College | <input type="radio"/> Nash Community College | <input type="radio"/> UNC Greensboro |
| <input type="radio"/> Cleveland Community College | <input type="radio"/> NC A&T State University | <input type="radio"/> UNC Hospitals |
| <input type="radio"/> Coastal Carolina Community College | <input type="radio"/> NC Central University | <input type="radio"/> UNC Pembroke |
| <input type="radio"/> College of the Albemarle | <input type="radio"/> NC School of Science & Mathematics | <input type="radio"/> UNC Wilmington |
| <input type="radio"/> Craven Community College | <input type="radio"/> NC School of the Arts | <input type="radio"/> Vance-Granville Community College |
| <input type="radio"/> Davidson County Community College | <input type="radio"/> NC State University | <input type="radio"/> Wake Technical Community College |
| <input type="radio"/> Durham Technical Community College | <input type="radio"/> Pamlico Community College | <input type="radio"/> Wayne Community College |
| <input type="radio"/> East Carolina University | <input type="radio"/> Piedmont Community College | <input type="radio"/> Western Carolina University |
| <input type="radio"/> Edgecombe Community College | <input type="radio"/> Pitt Community College | <input type="radio"/> Western Piedmont Community College |
| <input type="radio"/> Elizabeth City State University | <input type="radio"/> Randolph Community College | <input type="radio"/> Wilkes Community College |
| <input type="radio"/> Fayetteville State University | <input type="radio"/> Richmond Community College | <input type="radio"/> Wilson Technical Community College |
| <input type="radio"/> Fayetteville Tech Community College | <input type="radio"/> Roanoke-Chowan Community College | <input type="radio"/> Winston-Salem State University |
| <input type="radio"/> Forsyth Technical Community College | <input type="radio"/> Robeson Community College | |
| <input type="radio"/> Gaston College | <input type="radio"/> Rockingham Community College | |

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*3. Please provide your agency contact information.

First Name:

Last Name:

Title:

Address:

City:

Zip:

Phone

*4. Email

2. EDUCATION ON WASTE REDUCTION AND RECYCLING

Effective education is the key to a successful waste reduction program. Executive Order 156 requires state agencies to (a) educate employees about recycling and waste reduction to ensure participation, and (b) establish a network of volunteers or designees to help the agency's lead coordinator carry out the agency's waste reduction education programs.

*1. What level of commitment does your agency demonstrate in their recycling efforts?

Check all that apply.

- Top-down support for a recycling program.
- A lead coordinator for waste reduction and recycling efforts.
- A position dedicated to recycling efforts.
- An office dedicated to waste reduction and recycling.
- None of the above.
- Other

Feel free to elaborate briefly on managerial efforts, titles, and other details.

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*2. Did your agency have an ongoing educational and promotional program for waste reduction and recycling?

- Yes
- No

If yes, how was it communicated and how was information distributed?

*3. Do you use any of the following outreach campaign materials? Materials include commercials, stickers, posters, tee-shirts, key chains, and more.

- Recycle Guys (www.recycleguys.org)
- RE3 (www.re3.org)
- RecycleMore (www.recyclemorenc.org)
- Recyclemania (www.recyclemaniacs.org)
- Other (please specify)

*4. If your agency routinely hosts members of the public at its facilities (e.g., state parks, highway rest areas, museums, sports venues, etc.), did your agency provide waste reduction and recycling opportunities for visitors?

- Yes
- No
- N/A

Please elaborate.

3. WASTE PREVENTION: SOURCE REDUCTION OF WASTE

North Carolina places source reduction and reuse at the top of the hierarchy of preferred methods for managing solid waste. Executive Order 156 requires state agencies to practice waste prevention whenever feasible. Refer to the worksheets (www.p2pays.org/epp/reports.asp) for an explanation of waste prevention and examples of source reduction techniques.

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*1. Did most of your agency's employees practice one or more techniques for reducing waste at the source?

- Yes
 No

Feel free to elaborate on types of waste reduced.

*2. Did your agency conduct solid waste assessments of the amount and types of solid waste at its facilities?

- Yes
 No

If yes, please describe briefly (whole facility or partial, internal study or contracted, results available?):

3. Which techniques did your agency practice to reduce office paper (copy paper, letterhead, envelopes, and packaging) waste? Check all that apply.

- | | |
|--|---|
| <input type="checkbox"/> Eliminated unnecessary reports and reduced report size. | <input type="checkbox"/> Used email and voice mail to communicate. |
| <input type="checkbox"/> Eliminated unnecessary forms or converted to electronic format. | <input type="checkbox"/> Post information and documents online (internet/intranet). |
| <input type="checkbox"/> Made fewer copies. | <input type="checkbox"/> No action was taken for our department. |
| <input type="checkbox"/> Printed or copied documents on both sides of the paper. | |
| <input type="checkbox"/> Other or describe a particularly great success. | |

*4. Did you see a reduction in overall paper purchases from last year?

- Yes
 No

If yes, about how much less (please be sure to label reams, boxes, tons, or dollar amount)

4. RECYCLING AND COMPOSTING INFORMATION

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- **Totals should be reported for all materials that your agency (including all constituent facilities, institutions, regional offices, etc) recycled or composted in FY 2010-2011.**
- Use Worksheet B to help you calculate the totals for paper, metal, glass, plastic, organics, and other materials recycled or composted by each facility in your agency in FY 2010-2011.
- Calculate your agency's totals for each category from the worksheet and transfer to the corresponding spaces below.
- If actual weights are not available, estimate the totals according to the conversion table on the worksheets at www.p2pays.org/epp/reports.asp.
- If your data is reported in pounds, convert the total pounds to tons (**1 ton = 2,000 lbs**).

* 1. How much IN TONS did your agency recycle or compost from July 1, 2010 till June 30, 2011? Please provide your answer in tons. (You may use decimal points.)

PAPER: newspaper, cardboard, magazines, office paper, mixed paper, telephone books, hardback books, etc.

METAL: aluminum cans, steel cans, scrap metal, white goods, etc. (if commingled, answer below)

GLASS CONTAINERS: clear, brown, green, and mixed glass (if commingled, answer below)

PLASTIC: PETE (#1), HDPE (#2), six-pack rings (LDPE, or #4), mixed plastic, etc. (if commingled, answer below)

COMMINGLED CONTAINERS: if you collect aluminum and steel cans and glass and plastic containers together, enter that sum here rather than estimating for the breakout categories.

ELECTRONICS: monitors, computers, printers, copiers, televisions, etc.

ORGANIC MATERIALS: wooden pallets, other wood, yard waste, food scraps, used cooking grease, animal manure, etc.

OTHER MATERIALS: lead-acid batteries, textiles/fabrics, motor oil, tires, asphalt, etc.

GRAND TOTAL TONS RECYCLED AND COMPOSTED:

2. How is your agency managing obsolete or discarded electronics (monitors, computers, printers, etc.)?

5. SOLID WASTE DISPOSAL AND COST INFORMATION

- **Totals should be reported for all solid waste collected from your agency (including all constituent facilities, institutions, regional offices, etc.) for disposal at a landfill or incinerator in FY 2010-2011.**
- Use Worksheets C and D to calculate the cost of your agency's solid waste and recycling programs for each facility and transfer to the corresponding spaces below.
- Enter figures on the total costs and revenues of your agency's recycling and composting programs.
- Round all totals to the nearest whole dollar.

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* 1. Enter your agency's solid waste disposal and cost information for July 1, 2010 through July 30, 2011.

Total **TONS** of solid waste disposed by landfilling or incineration (Worksheet D, Line 1)

Total **COSTS** for solid waste collection and disposal (Worksheet D, Line 3)

COST PER TON of solid waste collected and disposed (divide Line 2 by Line 1 above or see Worksheet D, Line 4)

Total **TONS** recycled or composted (see Part III above, or Line 8)

Total solid waste collection and disposal **COSTS AVOIDED** by diverting waste from the landfill through recycling and composting (multiply Line 3 and Line 4 above, or see Worksheet D, Line 6)

Total **COST** for recycling and composting collection, processing, and marketing (calculate from your records)

Total **REVENUES** from sale of recycled materials and compost products (calculate from your records)

2. Please use this space to include more information about your program, including other solid waste activities not included in this report, or specifics about the collection of materials at your facilities. Operations are an important part of making recycling programs effective, so thank you for sharing! You may also include information here about the markets you are using for your materials. Please feel free to email me at Rachel.eckert@ncdenr.gov about challenges with your program and I will be happy to work with you.

6. REPORT SUBMITTAL

The preceding pages of this report will be available to edit if you need to come back later, **until** you click the SUBMIT button below. You must click SUBMIT to complete your report, and once you click SUBMIT your report is final and can no longer be edited. This report must be submitted by **November 15, 2011**.

"I have completed this report accurately and with the best information available, and by clicking SUBMIT I am 'digitally signing' this survey."