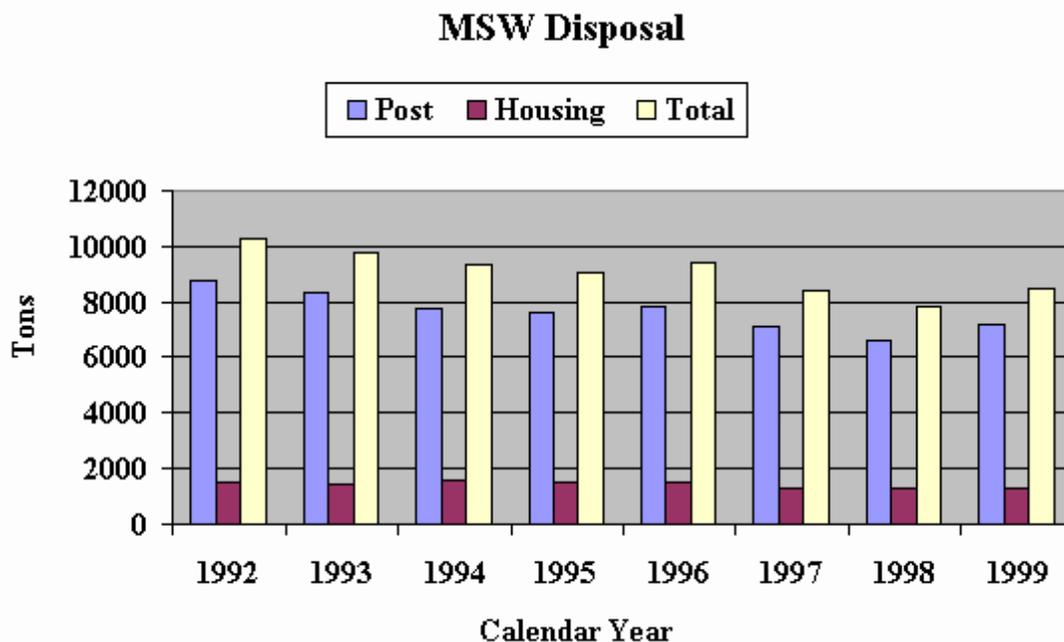


## MSW Division Plan

1. **PURPOSE.** The Department of Defense has directed Federal facilities to divert 40% of non-hazardous solid waste from being landfilled by the end of FY 2005. Typical diversion methods include reusing, donating, recycling, composting, and mulching. Non-hazardous solid waste includes municipal solid waste (MSW) and construction and demolition (C&D) debris. MSW is garbage or trash generated by households, barracks, offices, schools, dining facilities, ranges, or other facilities. This plan identifies procedures to divert MSW from going to landfills.

2. **BENEFITS.** Diverting MSW does more than conserve valuable landfill space. Using source reduction techniques, such as double-siding letters or buying products made from recyclables, slows the depletion of natural resources and reduces pollution associated with the extraction of raw materials and the manufacture of products. There are economic benefits as well. Money saved through reduced disposal costs and reduced expenditures can be used for other purposes.

3. **MSW DISPOSAL DATA.** The following chart shows the amount of MSW disposed of in landfills from CY92-CY99. Fort Jackson's MSW was not weighed prior to CY93, therefore, the CY92 data was estimated using the CY93-CY96 data.



4.

**SCOPE.** All soldiers, civilians, tenants, and other personnel who work at Fort Jackson are required to participate in the MSW diversion program. Housing occupants are encouraged to participate and are required to keep yard waste out of herbie-curbies (its the law!).

5. **POLLUTION PREVENTION COMMITTEE.** A Pollution Prevention (P2) committee oversees the MSW diversion program. The committee meets, as necessary, to identify problems, assess alternatives, select strategies, determine responsible parties, measure the results, and make improvements. The P2 committee includes representatives from all organizations on-post.

6. **PROHIBITED ITEMS.** The following items can be used, reused, or recycled and should not be disposed of in Fort Jackson trash cans, dumpsters, or herbie-curbies.

a. **YARD WASTE.** South Carolina law prohibits the disposal of leaves, pinestraw, tree limbs, or other yard waste in a trash container intended for disposal at a MSW landfill. All yard waste must be taken to Fort Jackson's Mulch Site or composted. Housing occupants should bag their yard waste and place it next to their herbie-curbie on Wednesdays - the refuse contractor will take it to the Mulch Site. The Mulch Site is located off Semmes Road, at the intersection with Ivy Road. The Mulch Site is open Mondays and Fridays, 0700-1515. For more information, call Terry Hatrick/6094.

b. **DCA RECYCLABLES.** The following items must be taken to the Recycling Center or picked up by Recycling Center personnel. The Recycling Center is located in Building 6585 off of Lee Road, between the AAFES Shoppette and the Auto Craft Shop. The Recycling Center is open Monday-Friday, 0730-1530; the Drive Thru Drop-Off is open 24 hours per day, seven days a week. The Recycling Center is open to all units/activities, family housing, and the general public. For more information, call Richard Lucas/4208.

(1) **Cardboard:** Includes corrugated cardboard, boxboard (i.e. cereal boxes), green fiber index dividers, brown paper bags, and cardboard egg cartons. Waxed cardboard (i.e. milk cartons, frozen produce cartons) is not allowed.

(2) **Newspaper:** Includes packing paper, tax instruction booklets, and recycled computer paper. Newspaper advertising inserts are allowed contaminants.

(3) **Magazines**

(4) **Office Paper:** Categories are listed below in order of resale value. Non-recyclable paper includes carbon paper (worst contaminant), waxed labels, very glossy or laminated paper, and blueprints. Blackline prints are recyclable as mixed paper if the ink doesn't run.

(a) **Green Bar Computer Paper:** This category is limited to unrecycled paper which is white in color. Recycled (grayish) green bar computer paper should be sorted with newspapers.

(b) **White Ledger Paper:** White writing paper, including computer and copier paper. Paper printed with colored ink is acceptable except for large areas of red ink. Bound books with glued spines are not acceptable.

(c) Mixed Paper: Includes heavy white paper (ex. construction paper), onionskin paper, business labels, slick FAX paper, manila file folders, envelopes (any color), colored paper, post-its, grocery check-out slips, and Fort Jackson phone books.

(5) Glass: Empty beverage bottles, wash food bottles, and sort into clear, brown, and green. Recycle the steel lids with steel cans.

(6) Steel Cans: Empty beverage cans and wash food containers and steel lids.

(7) Aluminum: Includes beverage cans, aluminum foil, and throwaway baking pans. Empty beverage cans and wash food containers.

(8) Plastic #1 (PETE) and #2 (HDPE): Recyclable plastics have a triangular recycling symbol with a number inside, usually located on the bottom of the container, that designates the type of plastic. Discard lids, empty beverage bottles, wash food containers, and sort by number. Petroleum (i.e. oil) and pesticide containers are contaminants and may not be recycled (even if they have the symbol).

(9) Wooden Pallets

(10) Scrap Metal

c. DRMO RECYCLABLES. The DRMO is the turn-in point for surplus government property, such as furniture, appliances, and office equipment. They also accept scrap metal, scrap textiles, and empty drums. The DRMO is located in Building 1902, on Ewell Road. The DRMO has specified turn-in days for each unit and activity and the appropriate paperwork must accompany each turn-in. For more information, call Jerry Anderson/7112.

d. HAZARDOUS MATERIALS. Unused hazardous materials, such as cleaning supplies and paint, should never be thrown away. Unopened containers should be returned to the store or supply warehouse, whenever possible. Opened containers with unused product in them should be given away or stored for future use. Empty containers are not hazardous waste and should be recycled, if possible. Paint related material, common building supplies, and common household supplies can be turned in the Paint Reissue Center (PRC). The PRC is located in Building 2571, Engineer Road. The PRC is open 0730-1200 and 1300-1530 on Monday, Tuesday, Wednesday, and Friday. For more information, call Barbara Williams/6858.

e. USABLE CLOTHES AND HOUSEHOLD ITEMS. Clean, usable clothes, appliances (from refrigerators to hair dryers), toys, books, exercise equipment, pet carriers, and other household items (curtains, sheets, etc.) can be taken to the Thrift Shop or donated to family, friends, or charity. The Thrift Shop is located in Building 9512, at the intersection of Hampton Parkway and Kemper Street, near the Military Police Station. The Thrift Shop is open Monday, Wednesday, and the first Saturday of the month from 0930-1400. For more information, call 787-2153.

f. CLOTHING HANGERS. Hangers can be returned to the Post Laundry, Clothing Issue Point, Clothing Alterations Shop, and many off-post dry cleaners for reuse.

g. ROCKS, SAND, DIRT, LIQUIDS. There is no reason to throw these items away. Small rocks, sand, dirt, etc. from clean-up detail can be spread onto any unpaved road. Unconsumed beverages should be poured down the drain. Dumpster lids should be closed to keep out rain.

h. USED OIL, ANTIFREEZE, BATTERIES. Housing occupants should take their used motor oil and antifreeze to the Auto Craft Shop, or any of several off-post locations, and turn in their vehicle batteries at the store when they purchase new ones. Units/activities should refer to the HWM2 Plan for detailed instructions.

i. TONER AND INKJET PRINT CARTRIDGES. Toner cartridges and inkjet print cartridges can be returned to the manufacturer (they supply the shipping box) or turned in at the Lions Club. The Lions Club sells remanufactured cartridges at a discount.

## 7. RESPONSIBILITIES.

a. Commanders/Directors will:

(1) Appoint MSW/Recycling POCs to inspect trash cans, dumpsters, and recycling areas.

(2) Discourage wasteful practices such as leaving uneaten food on trays and making unnecessary copies of memoranda.

(3) Assign a clean-up detail if POCs report violations.

(4) Provide POCs with the necessary resources to transport reusable and recyclable items to the appropriate location.

b. All soldiers, civilians, tenants, and other personnel who work at Fort Jackson will:

(1) Participate in the MSW diversion program (housing occupants and visitors are strongly encouraged to participate).

(2) Take reusable and recyclable materials to the appropriate locations.

(3) Use clear trash bags to permit visual inspections. Opaque trash bags may be used until existing stocks are depleted.

(4) Not place prohibited items in trash cans, dumpsters, or herbie-curbies.

(5) Practice source reduction ideas such as reducing paper usage through increased efficiency and electronic communication, purchasing items made with minimal or recyclable packaging, reusing packing material, and reducing food waste.

c. MSW/Recycling POCs will:

(1) Conduct visual inspections of trash cans, dumpsters, and recycling containers in their area of responsibility at least weekly. Dumpster inspections should be conducted the day before the dumpster is scheduled for pick-up, if possible.

(2) Remove prohibited items from trash containers, if this can be done safely, or report violations to the Commander/Director for immediate clean-up action.

(3) Ensure that recycling containers are sorted properly and free of trash or report violations to the Commander/Director for immediate clean-up action.

(4) Train their unit/activity personnel on proper disposal and recycling procedures.

(5) Contact the MSW Quality Control Inspector/6204 to halt pick-up of any dumpster containing prohibited items.

(6) Contact the MSW Quality Control Inspector if the number of dumpsters or pick-ups could be reduced, or if any dumpsters could be converted to collect cardboard.

(7) Provide recycling containers for central collection points and ensure that each container is labeled (contact the Recycling Center/4208 for assistance). Cardboard boxes and converted trash cans can be used as recycling containers.

(8) Put recycling containers in strategic locations, such as next to trash cans, to maximize recycling potential.

(9) Coordinate transport of yard waste, reusable items, and recyclables to the appropriate location or arrange for pick-up.

(10) Close dumpster lids to prevent accumulation of rainwater.

d. The MSW Quality Control Inspector will randomly inspect dumpsters and herbie-curbies. If prohibited items are found, the dumpster or herbie-curbie will not be picked up and a notice of violation (NOV) will be issued. The Commander/Director will be notified after the third NOV.

e. The DCA Recycling Center Manager and DLE P2 Manager will:

(1) Provide recycling/MSW diversion training.

(2) Request funding and buy equipment to meet this directive, as funding allows.

(3) Publish flyers and newsletters to promote the MSW diversion effort.

(4) Track MSW disposal and recyclables collected and report progress via briefings and memoranda.

(5) Assist the MSW Quality Control Inspector in conducting random dumpster and herbie-curbie inspections.

f. Contractors will not place prohibited items in Fort Jackson trash cans, dumpsters, or herbie-curbies. Contractors are encouraged to participate in the MSW diversion program, but may take their contractor-owned recyclables and waste off-post for recycling or disposal.

## 8. HOUSING OCCUPANTS.

a. Housing occupants should bag their yard waste and place it next to their herbie-curbie on Wednesday - the refuse contractor will take it to the Mulch Site.

b. In addition to the Recycling Center, housing occupants may take their recyclables to one of the recycling igloos located in McWorter Court (Area #7), Mood Court (Area #1), and Hood Street and Pierce Terrace elementary schools. The igloos have six compartments for the collection of aluminum cans, newspapers, steel cans, clear glass, green glass, and brown glass.

c. Cardboard can be placed next to the herbie-curbie on the regular trash collection day. Recycling Center personnel will collect it and take it to the Recycling Center. This includes clean corrugated cardboard, boxboard (ex. cereal boxes), and brown paper bags. Waxed cardboard, such as frozen produce containers and milk cartons, is not recyclable.

9. CONCLUSION. Everybody who lives, works, or plays on Fort Jackson must strive to divert MSW from landfills. If everyone refrains from throwing away prohibited items and limits those items that cannot be reused or recycled, Fort Jackson can meet this directive. Remember - Our efforts will not only protect the environment, but will also save money!