

Changing the way we do things can be challenging. But if we are changing towards something positive it will be rewarding.



For more information about reducing waste and recycling look for the new Reduce Waste page at saltriverenvironmental.org

This was paid for by the U.S. EPA funded Brownfields Program. For environmental newsletters and recycling resources, please visit <https://www.srpmic-nsn.gov/government/epnr/brownfields/> and click on *Newsletters/Resources*.

REDUCE WASTE



saltriverenvironmental.org

LEARN AND TEACH OTHERS ABOUT 4 R's



PROMOTE AND PURCHASE REUSABLE MATERIALS



Salt River Pima-Maricopa
Indian Community
Community Development Department
Environmental Protection and
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Reduce Waste Campaign

An average American disposes of 4.4 pounds of trash per day. Given there are 328 million people in the United States, that is 721,600 tons of garbage created every day. All of this trash ends up in landfills all across the U.S., thus resulting in many landfills very close to home.

The more we continue to be a society that creates large amounts of trash, the more likely it will be that we will run out of space to hold it.



Reducing our waste can begin by taking action in our work place, or work hosted events. Changing our everyday practices can be difficult, but it is not impossible. Help SRPMIC promote waste reduction by making small changes in your work space.





Reducing Waste in the Office and at Work Events

Office meetings can have a big impact on the amount of trash created. Meetings with agendas and presentations can bring about excessive use of paper through handouts. Excessive waste disposal of food and bottled drinks can also be an issue. The amount of waste produced during meetings can be reduced by doing the following:

- ⇒ Do online meetings and conferences.
- ⇒ Use a projector to reduce the use of handouts.
- ⇒ Avoid printing out unnecessary handouts. If possible allow participants to bring their laptop and see a digital copy of the presentation or provide a link to one after the meeting.



Reducing Waste in the Office and at Work Events

- ⇒ Promote recycling and reduction of waste during the meetings. Make sure bins show clear instruction on how to recycle.
- ⇒ Place labels on trash bins of what should go there as oppose to what should not.
- ⇒ If possible promote composting of food items instead of letting those become trash.
- ⇒ For big events, consider using an app and giving directions and information such as agendas through the app.
- ⇒ Avoid giving out unnecessary promotional items.
- ⇒ Avoid purchasing more than the office consumes and ending up with excess supplies.
- ⇒ Reduce the use of plastic bottles of water or soda cans.
- ⇒ Encourage participants/employees to bring their own water bottle or mugs to be refilled.
- ⇒ Use catering services that can provide reusable coffee mugs and water cups.



Reusable items

Reducing Waste in the Office and at Work Events

- ⇒ Eliminate the use of plastic cutlery and instead use reusable utensils. Eliminate plastic or paper plates and use washable dishware.
- ⇒ Eliminate plastic straws and paper napkins. Use cloth napkins.
- ⇒ Manage the food waste created by asking guest to rsvp and only purchase the necessary food amount.
- ⇒ For big events consider donating left over food.
- ⇒ For big events place signs for people to only serve themselves the food they will consume.
- ⇒ Promote office recycling during any office meeting.
- ⇒ Promote recycling by calling the event a "green recycling event," and use it to teach about recycling. Display a Reduce Waste message for all attendees to view.
- ⇒ And encourage people to do similar events.



Create signs promoting "Green Event."