

HOW TO SET-UP A RECYCLING PROGRAM FOR MANUFACTURING & WAREHOUSE OPERATIONS

Corrugated Cardboard

Corrugated cardboard is probably the most significant recyclable material generated in warehouse operations. It may also be a very large portion of the recyclables generated in a manufacturing plant, depending on the type of production in a given facility. It is necessary to determine how much of the corrugated cardboard can be recycled before decisions can be made on the level of recycling service desired.

Some considerations are:

- Location and capacity of potential buyers
- Current and historical prices paid per ton by the buyers
- Minimum and maximum quantities acceptable for pick-up
- Whether the buyer will pick-up loose sheets or will require compacting or baling
- Price differentials for different levels of service
- Whether the buyer will furnish collection containers without charge
- Contamination restrictions

Recycling Areas & Collectables

Administrative & Office Areas

Office paper, corrugated cardboard, other paper, cans, bottles and toner cartridges.

Food Service Areas

Glass, metal, cans, plastic containers and corrugated cardboard.

Manufacturing/Warehousing Areas

Corrugated cardboard and a range of other materials. If you have materials that are produced in large volumes regularly, you could look into markets for these materials.

When establishing a program for your manufacturing and/or warehouse operations, you should concentrate on areas that produce the most significant amounts of waste. Logical areas include administrative offices, assembly floors, food service areas and staff lounges.

Materials that should be separated and recycled include:

- Aluminum Cans
- Plastic Bottles
- Cardboard Boxes (Flattened)
- Glass Containers
- Newspaper and Magazines
- Paper

How to make your program a success:

- Assess the waste being collected throughout your warehouse and production areas. Examine reusing the waste produced from your plant, such as corrugated cardboard.
- Develop a recycling program based on your findings for each area. Be sure to concentrate on materials producing the highest amounts of waste.
- Ensure all containers are located in easy-access areas for staff and are properly marked for quick identification. Containers with specialized openings (i.e. hole for cans, slot for paper) are critical to maintain clean sorts.
- Educate employees on proper recycling procedures. This can be easily accomplished through a special event, staff meeting, posters or memo. Explain the goals of the program and procedures. Be sure to provide recycling information to new employees. Remind employees to keep food waste out of recycling containers and trash. Food waste should be handled separately from trash and recyclables.
- Record the volume of recyclables departing the premises through a log system. With this you will be able to receive accurate compensation for the materials your warehouse/operations plant has recovered.
- Once policies have been established, communicate the program to custodial staff. Demonstrate how to use each container and where to take all collected materials. Have this staff assist in monitoring the program.

We at Busch Systems would be happy to assist you with your recycling program.
Please contact us for more program ideas and recycling container solutions.