

****FOR REFERENCE – READ ONLY****



2024 Survey of Indoor Waste & Diversion Practices

* 1. Contact Info

Name	<input type="text"/>
Institution Name	<input type="text"/>
Title	<input type="text"/>
Department	<input type="text"/>
Email Address	<input type="text"/>
City	<input type="text"/>
State/Province	<input type="text"/>



* 2. Indicate which institutional locations will be reflected in your survey responses

- Main campus – All or most academic and administrative areas
- Off campus facilities
- Other, please explain



* 3. What is the waste diversion rate* for your college / university? (Select one only)

*Material sent to waste-to-energy should be counted as trash and not diversion in this calculation.

- 25% or less
- Between 26% and 40%
- Between 41% and 50%
- Over 51%
- Other, please explain

- Don't Know

Questions about Uniform Bin Standards

The following question(s) apply to centralized bins (approx. range from 20 to 50 gallons) typically used by multiple people and placed in common areas such as hallways, lounges, building staff break rooms, etc. The questions are intended to reflect official guidelines formally adopted by the school administration, even if they have not yet been implemented with some or most areas of campus. Informal or voluntary department preferences that have not been approved by campus officials do not apply.

* 4. What (if any) guidelines have been formally-adopted to standardize indoor waste collection bins? (Check all that apply)

- Separate colors for each waste stream
- Uniform labels & signage with consistent list of items/terminology
- Designated model(s) or style(s) of bins
- Criteria for optimal bin placement
- Criteria to determine bin capacity / number of bins
- N/A - No formally adopted standards
- Other, please specify

- Not Sure

* 5. Which of the following best describes the status of implementing these standardized guidelines? Use "Other" to explain if the status is different for separate guidelines.

- Widely adopted across campus prior to pandemic
- Achieved wide adoption across campus since start of pandemic
- Implementing over time
- Partially implemented, no active plans to expand
- In planning / pilot stage
- Other, please explain

- Not sure

* 6. If there is a standard configuration of bins in most academic and administrative locations, which collection streams are included? (Check any that apply)

- Mixed recycling (single stream)
- Paper
- Cans & bottles
- Trash
- Food waste – only some locations
- Food waste – most or all locations
- Location dependent - No standardized bin arrangement
- Other, please explain

* 7. Use the drop down menu to select what colors are used to identify specific waste streams. (Skip streams that don't apply. Check "N/A" if there is no consistent pattern)

Single stream/Mixed recycling:	<input type="text"/>
Paper only	<input type="text"/>
Cans & bottles only	<input type="text"/>
Food waste / Compost	<input type="text"/>
Trash	<input type="text"/>

Other (please explain)

***Note:** Drop down response options for each stream include: Blue; Green; Brown; Black; Yellow; Red; Grey; Other;

Questions about Office Deskside Waste Collections

This section is specific to bins and service arrangements used for individual staff and faculty workstations.

* 8. What if any individual-size bins are provided for desk side / office workstations?
(Check all that apply)

Normal-size trash bin (3 to 7 gal. capacity)

Small/ "mini" trash bin (1/4 to 2 gal. capacity)

Normal-size recycling bin (3 to 7 gal. capacity)

No bins provided

Different bin arrangements in different locations.

Other, please explain

Not sure

* 9. Which (if any) individual desk side bins do custodians empty? (Check any that apply)

- Trash
- Recycling
- None, individuals responsible to carry all waste to centralized bins
- Some locations have custodial waste service, some don't
- Other, please explain

Not sure

***Note: Questions 10 through 14 only apply to those indicating “none” or “some” on question 9.**

* 10. How would you rate each of the following to gaining leadership support for deskside self-service / no custodial collections? (Select a drop down option for each possibility below)

Knowledge of peer institutions with similar arrangements	<input type="text"/>
Priority to achieve sustainability benchmarks /goals	<input type="text"/>
Potential to reduce / re-prioritize custodial labor	<input type="text"/>
Pilot evidence the new system could deliver results	<input type="text"/>
Assurance of strategy to address staff complaints	<input type="text"/>
Response to external mandate / legislation	<input type="text"/>
Potential for cost savings (eliminating bag liners, etc.)	<input type="text"/>
Change in work arrangements (fewer people working on site on a regular basis)	<input type="text"/>

Other, please explain _____

***Note: Drop down response options include: Very important; Somewhat important; Not important and No opinion.**

* 11. Which of the following best describes the status of implementing a self-service / no-custodial at deskside?

- Widely adopted across campus prior to pandemic
- Achieved wide adoption across campus since start of pandemic
- Implementing over time
- In planning / pilot stage
- Transition put on-hold or reversed
- Not sure
- Other, please explain

* 12. Was there significant resistance or other obstacles to eliminating custodial deskside collection service?

- No or minimal resistance
- Office staff / faculty resistance
- Custodial staff resistance
- Union resistance
- Leadership resistance
- Other
- Not sure

Please share details

* 13. What if any impact did you experience after transitioning to self-serve /no-custodial desk side collections? (Select a drop down option for each possibility below)

Increase in diversion / recovery	<input type="text"/>
Reduced contamination of diversion streams	<input type="text"/>
Labor savings	<input type="text"/>
Direct cost savings (avoided bag liners, disposal costs, etc.)	<input type="text"/>
Other	<input type="text"/>

Please share details

***Note:** Drop down response options include: *Significantly improved; Somewhat improved; No change/Mixed result; Gotten worse; Too early to know; Don't know*

* 14. If advising others, how important would you rate the following to successfully implementing a no-desk side custodial collection arrangement (Select a drop down option for each possibility below)?

Visible leadership support	<input type="text"/>
Strong support from other stakeholders	<input type="text"/>
Robust communication outreach strategy	<input type="text"/>
Initial pilot project to test & refine arrangement	<input type="text"/>
Recruiting volunteer staff / faculty ambassadors	<input type="text"/>
Building support with custodians	<input type="text"/>
Strategy / negotiations to mollify complaints	<input type="text"/>
Monitor post-implementation to ensure everyone adapts to new system	<input type="text"/>
Other	<input type="text"/>

Please share details

***Note:** Drop down response options include: *Very important; Somewhat important; Not important and No opinion.*

Questions about Waste from Classrooms

* 15. Which best describes the arrangement for waste generated in classrooms (Excluding labs and other special situations)?

- Trash bins only inside rooms in all or most locations
- Trash + Recycling bins inside rooms in all or most locations
- No bins inside rooms, individuals expected to carry all waste to hallway bins
- Currently transitioning to no-bins-in rooms arrangement
- Other, please explain

- Not sure

***Note: Question #16 only applies to those indicating no bins inside classrooms on question #15.**

* 16. How would you rate the impact of your school's transition to a no-bins-in-classroom arrangement? (Select a drop down option for each possibility below)

Increase in diversion/ material recovery	<input type="text"/>
Reduced contamination of recycling / diversion streams	<input type="text"/>
Labor savings	<input type="text"/>
Reduced litter left inside room	<input type="text"/>
Other	<input type="text"/>

Please share details

***Note:** Drop down response options include: *Significantly improved; Somewhat improved; No change/Mixed result; Gotten worse; Too early to know; Don't know*

Other Diversion Best Practices

* 17. Which of these activities does your school do to educate the campus community about how to recycle / divert waste? (Check any that apply)

- Regular face-to-face outreach / visits to departments or offices
- Targeted outreach as needed to correct specific problems
- Indirect or broadcast outreach (emails, newsletters, etc.)
- Public displays, tabling, posters, etc.
- N/A - minimal or no effort made to educate staff & faculty
- Other, please explain:

- Not sure

* 18. Which of the following best matches efforts to collect food waste / compost from academic and administrative areas? (Not counting dining facilities)

- Collecting from all or most locations on campus
- In process of implementing to all or most locations
- Pilot or limited collections from certain locations
- Active planning to implement food waste collections
- No current effort to collect food waste outside of dining facilities
- Other, please explain

- Not sure

19. Do you have additional lessons learned or practical advice for implementing bin standards or centralized collections to offer other schools considering these practices?

Closing

Thank you for completing the survey. You will receive an email notification once the final survey results are published this summer. If you have questions in the meantime, contact Alec Cooley at alecc@buschsystems.com.

NOTE: Unless you request otherwise, 1) the name of your school will be included in the published list of participating institutions, and 2) your individual responses will be made available to other schools that completed the survey (but not the general public). Under no circumstance will your contact information or responses be shared with third parties or used for marketing purposes.

20. OPTIONAL: Indicate if you wish to keep your survey information confidential.

- Do not include my school with the published list of participating institution
- Do not identify my school with the individual responses shared with other participating sustainability / facility managers
- Do not share my contact information with other participating sustainability / facility managers

Other, please explain:

21. Do you have guidelines, reports or other documents related to centralized collections or bin standards that you're willing to share with other sustainability managers? If so, list the URL to view these or send them as an email attachment to alecc@buschsystems.com.

Bin standard guidelines:

Webpage description of your office waste / diversion program:

Case study, fact sheet, pilot reports, etc. related to centralized collections or bin standards: