

**USAG Stuttgart
Environmental Division**

**Recycling
HANDBOOK**



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INTRODUCTION

Principles of "reduce, reuse, recycle" underlie policies established in Germany to foster sustainable materials management. The Closed Substance Cycle and Waste Management Act, first published in 1994, was designed to integrate product responsibility into economic decision-making in order to build a life-cycle economy and avoid the generation of waste.

The Act established a hierarchy of avoidance, recovery, and disposal that emphasizes waste avoidance in production, promotes low-waste products, and provides incentives for waste recovery practices.

In other words.....

REDUCE

the amount of trash discarded, e.g., choose products with less packaging. Choose loose fruit, cheese and meat instead of those in plastic trays.

Buy products in glass jars and tins which can be recycled rather than plastic pots. Use "Bags for Life" available from supermarkets, and reuse normal carrier bags to line your kitchen trash can.

REUSE

packaging materials, containers and products, e.g., give unwanted clothes, books, toys, and household items to friends, relatives or charities. Reuse your old carrier bags when at the supermarket. Use both sides of a sheet of paper, and reuse envelopes this can save you money.

RECYCLE

materials that can be reutilized, e.g., make use of your local recycling center. Store all of your recyclables in one container and sort it when you get to the recycling center. Recycle your garden waste at home in a composter. Close the loop, buy recycled products.

Your care and cooperation are needed to make the USAREUR SORT (Separate or Recycle Trash) Program successful and save community resources by reducing trash removal and disposal costs.

BE PART OF THE STUTTGART RECYCLING PROGRAM

Dear Residents:

This booklet will inform you about our recycling program in Stuttgart. Your active participation is needed to make the program work. With this information, we hope you will better understand why we have to recycle as well as what items to recycle and the easiest way to go about recycling.

Recycling has become very important because disposal fees are rising and awareness of the value of the materials we use for packaging have increased. Waste has become a secondary raw material. The United States Army Europe (USAREUR) initiated the Separate or Recycle Trash (SORT) program in 1991. Since 30 January 1992, SORT has been mandatory. We must all work together in order to comply with local Host Nation laws and U.S. Army regulations. Like it or not, garbage is everyone's business. We all generate it, handle it, and pay to dispose of it. Many states in the US have mandatory recycling programs to reduce the amount of trash in their landfills.

Please take a few minutes and look at the recycling/hazardous waste disposal tips on the following pages. Ask questions by referring to the offices listed within, and maximize your recycling efforts by separating and depositing your paper, glass, metal cans, plastic and other wastes in the designated containers.

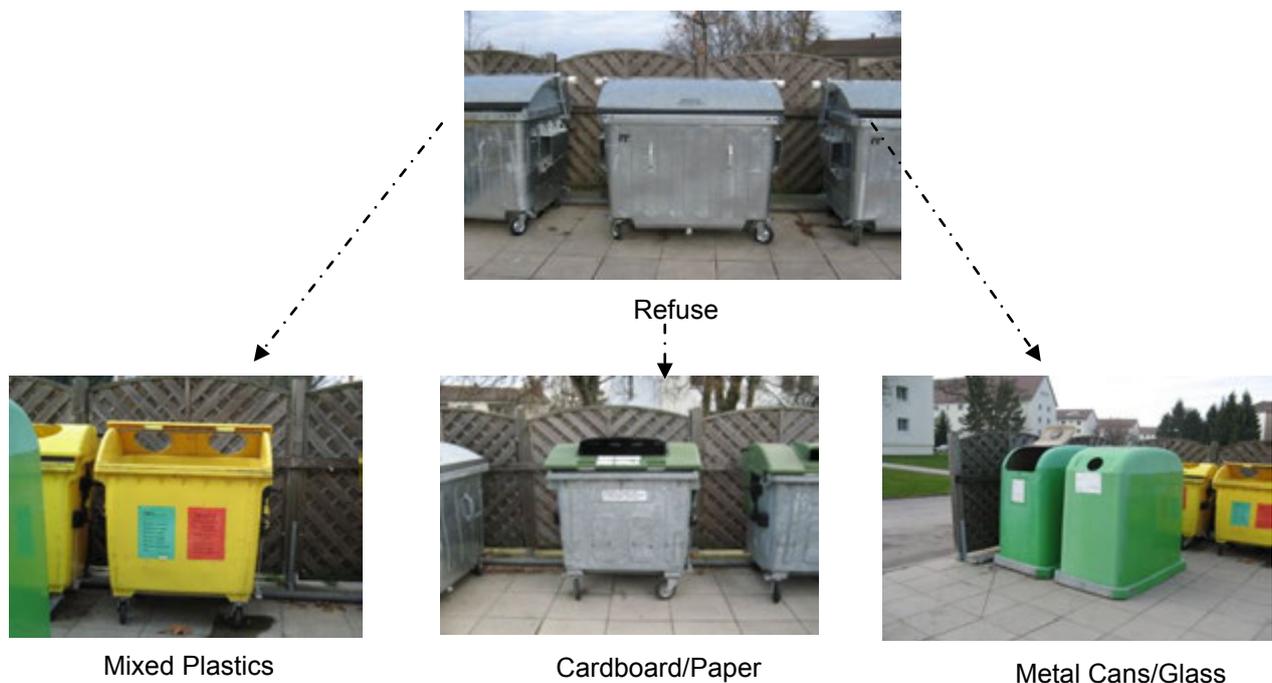
Take pride in our environment. Participate in our recycling program now! Do it for our children's future and to bring credit to the U.S Forces residing in our Host Nation!

WHO RECYCLES WHAT AND HOW

Who? Everybody!

What? All wastes which can be reused, like, paper, glass and metal cans, plastics.

How? By separating and sorting your recyclable materials from your normal trash and placing these items in the proper containers.



Everyone who produces waste must join in the chain of recycling.

Theoretically, all types of waste are recyclable; unfortunately, in practice, it cannot yet be realized. About 50% of average household waste is recyclable; in offices it is even more. The most important materials are paper and glass.

TIPS FOR AVOIDING WASTE

Avoidance starts by thinking and observing. Think about what you need. Do you really *need* it, or is there a substitute with the same practical value which produces less waste or no waste?

You can control the amount of trash you have because most of it results from everyday shopping habits. That's why you should keep some basic tips in mind.

1. Take a reusable bag or basket with you when you go shopping; if you have to use a plastic bag, then use it as many times as you can.
2. Use returnable container systems.
3. Select unwrapped items. Bring your own reusable containers when you buy unwrapped items. Choose ecologically sound, garbage-reducing products, for instance refillable containers and, of course products that can be recycled.
4. Avoid items that are double or triple packed with paper and plastic.

Avoid hazardous chemicals, they can harm the environment and that also means they are harmful to you and your family. Choose less hazardous or non-hazardous products whenever possible.



Some things are too good to throw away; friends or neighbors might be able to use them or you could sell them at a yard sale or flea market!

PAPER – DO RECYCLE

(PUT INTO RECYCLING CONTAINER LABELED AS “PAPER”)

Please put only papers in the container that are on this list; for questionable items, call for recycling information or put it in the garbage dumpster. Dirty or non-recyclable paper, even in small amounts, can reduce or destroy the recyclability of a whole container’s contents, which then costs extra money.

In offices recyclable paper should be separated and collected in the office paper containers, which will be emptied by the custodial crew.

Recyclable papers are:

- Newspapers
- Magazines
- Catalogs
- Paperback books
- Telephone books
- Packing paper
- Brown paper bags
- Envelopes
- Receipts
- Cardboard (all types)
- Office paper
- Computer paper
- Paper egg cartons



Cardboard (all types) in Refuse which could be also recycled

Large amounts of cardboard should be brought to special cardboard containers (see location of recycling containers at page 18).

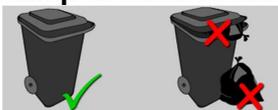
NOTE: **Please crush all boxes.** Small metal staples can remain attached. Please bear in mind, that even small amount of other wastes will render large amounts of paper unsuitable for recycling.

For additional information, e.g., bulk paper or shredded paper, call

4216-288/ CIV 0711-7228 6288 (pick up, transportation)

or 4216-135/ CIV 0711-7228 6135 (general information)

Always keep in mind to close lids!



Cardboard/Paper Container

PAPER – DON'T RECYCLE

(GOES IN REGULAR TRASH)

The paper listed below **cannot** be recycled; it goes in the regular trash.

NON-recyclable papers are:

- Dirty paper of any type (food wrapping, disposable plates or napkins)
- Hygienic paper (tissues or toilet paper)
- Wax paper
- Oilpaper
- Packages made of compound material with plastic or aluminum components, such as milk and juice boxes
- Wallpaper
- Carbon paper
- Paper cups and plates
- Photographic paper
- Cigarette packs
- Fast food containers
- Frozen food containers



Fast Food Containers



Dirty Paper



Refuse Container

GLASS & METAL CANS – DO RECYCLE

(PUT INTO RECYCLING CONTAINER)

Please throw only glass and cans listed below into the special glass containers.

Recyclable glasses are:

- Juice bottles
- Soda bottles
- Wine bottles
- Drinking glasses
- Glass food jars



Recyclable Glasses

Helpful hints:

- The color of the container has no significance (go with the label), all colors of glass go can into the glass container.
- Rinse out all residues to avoid attracting insects.
- Labels may stay on glass and cans, as they will burn-up during processing.
- Remove all lids and covers from bottles and glasses. Metal lids can be thrown in the glass container. Plastic lids go into the plastic container.

Recyclable metal cans are:

- Soda cans (aluminum)
- Food cans (mixed metal)
- Pie tins
- clean aluminum foil
- clean frozen food trays
- Aluminum pots and pans



Empty Soda Cans



Glass & Metal Cans Container

In offices, throw glass bottles and metal items in the boxes/containers with the label “Glass & Metal Cans”, in hallways that have bins with the label “Empty Soda Cans”; they will be emptied by the custodial crew.

If bottles are returnable, take it back for a refund; it will save you money.



Reimbursable Plastic Bottle



Refund Sign



Return it and receive 0.25 Euro refunds!

GLASS & METAL CANS – DON'T RECYCLE

(PUT IN TRASH CONTAINER OR BRING TO A RECYCLING CENTER)

Only household glass can be recycled; glass with embedded wire mesh or that contains any wires goes into regular trash.

Glass – NOT for recycling:

- Mirrors
- Porcelain
- Stoneware
- Pottery
- Crystal
- Window glass
- Auto glass
- Light bulbs
- Fluorescent light tubes (*see Hazardous Waste*)



Fluorescent Light Tubes



Energy Saving Light Tubes

NON-recyclable metals are:

- Vacuum wrappings for coffee, etc.
- Juice and milk boxes
- Metallic wrapping paper
- Dirty aluminum foil or trays



Juice Boxes



Vacuum Wrappings for Coffee

All large or heavy metal items go into the bulk scrap container located on Kelley Barracks or at Panzer Kaserne, or contact the nearest Inst' Coordinator

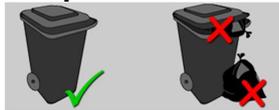
PLASTICS – DO RECYCLE

(ALMOST ALL PLASTIC ITEMS CAN BE RECYCLED BUT THEY HAVE TO BE CLEAN)

Plastic that can be recycled:

- Plastic bottles
- Clean plastic wrapping
- Clean plastic cups
- Plastic bags
- Plastic yogurt cups, cream and cheese containers

Always keep in mind to close lids!



Mixed Plastics Container

Plastic that cannot be recycled and belongs in the regular trash:

- All types of dirty plastic
- Laminated plastic like juice or milk boxes
- Plastic cases from household machines like mixers, radios etc.
- Plastic foams from construction sites
- Styrofoam



Mixed Plastics in Refuse Container, which was cleaned and is now ready for recycling

Note: Plastics are collected with the regular trash at Panzer Kaserne and Böblingen Housing Area, and incinerated for thermal energy recovery. In this case thermal energy recovery is considered to be recycling.

ELECTRONIC SCRAP

(PUT NEAR TRASH CONTAINER OR BRING IT TO A RECYCLING CENTER)

All electrical or electronic items, which are used in a normal household, contain lots of recyclable materials.

The following **Non-Government owned** items can be recycled:

- Television
- Radio
- Washers/Dryers
- Dishwashers
- Microwaves
- Vacuum Cleaners
- Razors
- Personal Computers
- Refrigerators
- Stoves



Cell Phone Drop Off Box



Broken PC

If you need to get rid of one of these items you can bring it to the DPW yard behind the Gym in Kelley Barracks, but before you do so you should call 421-6288/ CIV 0711-7228 6288 to arrange an acceptable time for delivery.



Broken Printer



Collection of Household Electronic Waste



Collection of Refrigerators



Collection of TVs & Monitors

If you have problems with transportation, look around in your neighborhood if there is someone who can help you, or ask your IC office for help.

WOOD / BULKY ITEMS – DO RECYCLE

All types of treated and untreated wood as well as other bulky materials can be recycled and should be brought to the recycling containers at each Installation.

Wood

Call for details on container locations: DSN 421 – 6135 / CIV 0711-7228 6135

For large quantities of wood please call Repair & Services Branch at 421-6288 / CIV 0711-7228 6288 for a pick-up appointment.

Bulky Items

What private furniture can be disposed of?

- Desks
- Lockers
- Chairs
- Mattresses
- Sofas
- Tables
- Any other household furniture



Bulky Items & Electronic Scrap

For large quantities of furniture please call Repair & Services Branch at 421-6288 / CIV 0711-7228 6288 for a pick-up appointment or call your nearest IC.



Scrap Wood Collection



Bulky Items commingled with Refuse

NOTE: Individuals cannot throw away any government owned furniture/property – this must be done through DRMO.

CAR TIRES – DO RECYCLE

Both, tires and rims are materials that are good for recycling. They absolutely do not belong in the trash, but they have to be separated before you drop them off.

For separating rims and tires you can go to the FMWR auto craft shop or AAFES Car Care Center, both in Panzer Kaserne, the people there can help you.

Containers for car tires are located at:

Auto Craft Shop at Panzer Kaserne

DPW yard behind Gym in Kelley Barracks

Rims can be thrown into the scrap metal containers at the DPW yard at Kelley Barracks and near the DOL building at Panzer Kaserne.



Car Tires without Rims

Please help reduce costs and trash by recycling tires. Do not throw tires into the dumpster. Please bring tires to one of the locations listed above.

OFFICE RECYCLING PROGRAM

We have an excellent opportunity to recycle paper, cans/glass and plastic bottles in our community, which will make a significant contribution to recycling.

The Environmental Division office is requesting everyone place their recycling materials in the proper containers.

Small bins for paper have been placed in many offices and all paper from work as well as magazines, cardboard and newspaper can be recycled. Paper containing carbon paper or paper treated with plastic should go into the trash container and *make sure you only recycle unclassified materials.*

Gray containers with a green lid have been distributed to most of the Admin buildings on all floors and all installations. Containers that are labeled “**Empty Soda Cans**” can be used for all types of metal/aluminum cans and all different colored glass, if glass bottles are not broken.

Gray containers with a green lid labeled “**Empty Plastic Bottles**” have been placed in some Admin building floors to collect all types of plastic bags, cups and bottles.

The custodial contractor in most areas will empty these gray containers and make recycling convenient for you.

When purchasing items both at home or for the workplace, ask for and use recycled products. Copy machines, laser printers, and some fax machines can use recycled paper. GSA has recycled paper products in its inventory, obtain the catalogue online at: <http://www.fss.gsa.gov>. Before you throw your paper in the paper container, use it as scratch paper, or use it for draft copies/print outs.

That’s all it takes to reduce waste, save money, and help the environment! Please do your part to make the Stuttgart Recycling Program successful.



For additional information about recycling please call 4216-288 / CIV 0711-7228 6288 or 4216-135 / CIV 0711-7228 6135.

BATTERIES – DO RECYCLE

Dry Cell Batteries

All dry cell batteries, which are used in the household for radios, flashlights, cameras, electronic-toys etc., can be recycled and should be separated from all other garbage. Dry Cell Battery collection containers are located at:

- Patch, Panzer and Kelley Commissaries
- Patch and Kelley Post Office
- Panzer PX, Robinson CX
- Patch Gas Station
- Kelley Gas Station
- All Gymnasiums
- Airfield, Manager's Building



Dry Cell Batteries



Accumulators

Car Batteries

A car battery which is filled with sulfuric acid is a recyclable hazardous material and does not belong in the normal garbage.

Containers for Car Battery disposal are located at:

- Patch
- Panzer
- Robinson
- Kelley
- Power Plant
- MP Motor Pool
- FMWR Auto Craft Shop behind Commissary
- Hazardous Waste Storage Area

Vendors must take your old battery if originally bought at that store or when you buy a new one.



Car Batteries



Lead Acid Batteries stored in a Waste Container

Vendors must take your old battery if originally bought there or when you buy a new one.

PAINT – DO RECYCLE

Most paints are hazardous waste and must be collected separately and not thrown into the normal trash. However, latex (water) based paints from a pail that is completely empty and dry can be thrown into the normal trash dumpsters.

Within each Installation there are special containers where waste paint is collected. Paint in spray cans must be separately collected in containers labeled “Aerosol Cans”.

Locations for Paint and Aerosol Cans are at:

- Patch Barracks
- Panzer Kaserne
- Robinson Barracks
- Power Plant
- MP Motor Pool
- behind Commissary

Or

Kelley Hazardous Waste Storage Area behind DPW yard / Motor Pool.

For turn-in appointments or additional information please call the Environmental Office at DSN 421-6134/ CIV 0711-7228 6134.



Aerosol Cans



Ink Cartridges



Paint Containers

Old Medicine

If disposed of improperly, the chemicals contained in medicine can cause a threat to the environment. Return unused or expired medicine to your or any other pharmacy.



Unused Medicine

HOUSEHOLD CLEANER REUSE PROGRAM

Are you PCS'ing or just arriving?

The Garrison Stuttgart, DPW Environmental Division has developed a program in which household cleaners can be dropped off at the Self-Help Issue Points (SHIP) located at Patch Barracks TMS office and Robinson Barracks TMS office or at the Hazardous Reuse Center Panzer Kaserne. All US ID cardholders can turn in (or pick-up) items such as:

- Oven, glass, and carpet cleaners
- Bleach, cleaning sprays, floor wax
- Furnish polish, and wood preservatives
- Disinfectants, cleansers
- Toilet-bowl cleaner

All items must be in good condition and in the original labeled container which is not corroded.

These items can be picked up and used by other ID card holders. There is no paperwork involved. The program is free of charge and operates during normal business hours of the warehouse.



Hazardous Material Reuse Center at Panzer Kaserne



This program saves the Garrison Stuttgart the funds that might normally be spent disposing of these unwanted items and it saves the environment by preventing toxic chemicals from going into regular trash or recycling containers.

LOCATION OF RECYCLING CONTAINERS

Recycling Islands are located at all Housing Areas in the Stuttgart Community. These islands are large enough for holding containers for paper, glass/metal, plastic, and normal trash.

The single-family quarters have their own container set for paper, glass/metal, normal trash and some have a plastic recycling container.

Container locations for additional larger recycling materials see table below:

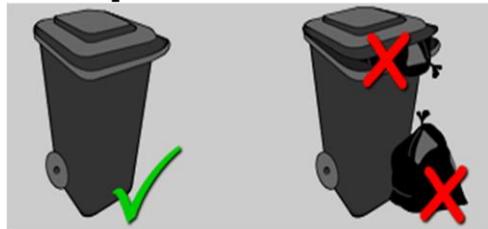


Recycling Islands for multi-family units



Recycling bins for single-family units

Always keep in mind to close lids!



Your care and cooperation is needed to make the USAREUR SORT program successful and save the community money by reducing trash disposal costs.

USEFUL TELEPHONE NUMBERS FOR RECYCLING

For information about recycling pick-up, placement of recycling containers call

O&M Division under 421-6288/ CIV 0711-7228 6288 or

Environmental Division under 421-6135/ CIV 0711-7228 6135

For information about hazardous waste call the

Environmental Division under 421-6134/ CIV 0711-7228 6134

RECYCLING IN STUTT GART

PAPER, PLASTIC, GLASS/METAL CANS,
ELECTRONIC SCRAP,
FURNITURE / WOOD,
CARDBOARD, SCRAP METAL,
HOUSEHOLD CLEANERS

**Let's Do Our Part
and Recycle**

RECYCLING INFORMATION IN GARRISON STUTT GART

Recycling and/or Trash Disposal Information

DSN 421-6288/ CIV 0711-7228 6288

DSN 421-6135/ CIV 0711-7228 6135