

Recognition for being a GREAT Recycler Criteria for the Award from the City of Gresham



By creating less waste, recycling and buying recycled products, you'll not only help make Gresham a healthier place to live, work and do business, you'll get noticed. Our Recycling Specialists provide free onsite assistance, offering the help you need to get certified. For certification, fill out the form below, and submit it to our specialists, who will call to set up an appointment for verification.

- Scan and email GREATBiz@greshamoregon.gov
- Fax: (503)661-5927

Be prepared to provide examples of actions your business is engaged in, and to show the recycled content products your business is purchasing.

Have questions or need assistance? Contact us at 503.618.2206.

To receive the *GREAT Recycler Award* from the City of Gresham the following criteria must be met. The recipient must not have any current enforcement actions against them, or if they have had code violations then they cannot be certified for 6 months following the resolution.

RECYCLING

- Our business recycles regularly and has fulfilled the 5 steps outlined in the Business Recycling Practices as set forth by the City of Gresham (See Back).

WASTE PREVENTION

- We prevent waste with at least **three** ongoing activities. Examples include:
 - Our business has identified our largest sources of waste (this includes both garbage and recycling) and has designed a campaign to increase staff participation in the reduction of that waste. This may include gaining pledges, holding a competition, or circulating instructional and motivational resources.
 - All of our printers/copiers are set to duplex and/or we have systems in place to effectively use the blank side of all paper printed single-sided (as confidentiality needs permit).
 - Use electronic alternatives for internal paper use, such as "track changes" for editing and document sharing.
 - Re-using packaging; e.g. mailing envelopes, boxes, wrapping, packing peanuts, using shredded paper for packaging.
 - Provide paperless options for customers through e-billing, and an interactive Web site.
 - Use software to encourage paper reduction.
 - Recycle hard to recycle items; e.g. toner/ink cartridges, plastics, Styrofoam, etc.
 - Consistently remove business and employees names from unwanted mail lists.
 - Use durable dishware.
 - Purchase products in bulk.
 - Employ sustainable catering practices (ex: food donation and reduced packaging).
 - Have a system in place to consistently reuse or donate surplus office supplies, computers, furniture, shipping containers and/or packaging.
 - Re-using commonly trashed or recycled items such as: _____
 - Other: _____

SUSTAINABLE PURCHASING

- Our business, when purchasing regularly used supplies, includes three or more recycled content items. Those items are:
 1. _____
 2. _____
 3. _____

Business Recycling Practices

A Guide for Businesses to Establish Effective Recycling Systems

Implemented of these BRPs establishes compliance with the Business Recycling Requirement.

1. Work with your hauler to establish a two-sort recycling service (at a minimum) where glass is collected in one container and all other recyclables are collected in another container.
2. Make internal and external recycling containers at least as conveniently located as garbage containers.
3. Correctly label all interior and all exterior recycling containers and provide accurate signs and instructions that identify the materials the business must source separate for recycling.
4. Conduct training of new employees/new tenants and educate all employees/tenants at least once annually.
5. Work with your property management, janitorial, and maintenance agreements in order to meet these recycling program goals.

In order for these BRPs to be considered complete, management must commit to maintaining the system and designate a point of contact for the recycling and waste prevention activities in the business.