

# GreenWays

 [@greenwastepa](https://www.facebook.com/greenwastepa)

 [@greenwastepa](https://twitter.com/greenwastepa)

 [pacustomerservice@greenwaste.com](mailto:pacustomerservice@greenwaste.com)



## HOLIDAY SCHEDULE

DECEMBER						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
22	23	24	25	26	27	28

GreenWaste of Palo Alto will be closed on Christmas (December 25<sup>th</sup>) and New Year's Day (January 1<sup>st</sup>). If your regular service day falls on or after one of these holidays, collection will be moved to the following day for that week. Regular collection schedules will resume the following week. Contact GreenWaste Customer Service if you have any questions.

## ZERO WASTE HOLIDAY TIPS:



During the holidays, let's focus on reducing waste at your business! When planning your holiday festivities consider some of these zero waste tips:

**Purchasing Gifts:** If you are ordering employee gifts this year from an online retailer, consider the amount of packaging that is required for shipping. Some retailers, such as Amazon, offer "frustration-free" packaging on certain products, which reduces the amount of packaging used and ensures each component is recyclable. Another option to reduce packaging waste when ordering multiple items, is requesting that all items are packaged together. If purchasing gifts in a store, you can look for retailers that offer package-free products and don't forget your reusable shopping bag!

To reduce waste even further this year, shop locally, opt for homemade gifts, or, gift experiences, subscriptions, or services instead of a physical gift such as a museum visit, a trip to your favorite restaurant, or movie and theatre tickets.

**Holiday Décor:** Aim for reusable or natural décor items within your office. For lighting, utilize LED string lights on trees or outdoor decorating which are reusable and have a long lifespan. For other decorations, invest in durable, reusable

pieces or compostable natural decorations such as pinecones, real foliage, fruits, and vegetables.

**Waste Disposal:** Be mindful of your indoor compost, recycle, and landfill waste stations during holiday parties or events. Larger events produce more waste and ensuring proper waste sorting and management is required. Consider designating a Zero Waste Champion to monitor waste stations during events and provide guidance to the rest of your team when needed. Contact GreenWaste of Palo Alto Customer Service if you have any questions!



## NEW YEAR, GREENER BUSINESS:

This New Year, we challenge you to commit to changes that will better your business, your community, AND the environment. Incorporate these “Green” tips into your business’ New Year’s resolutions:

**Switch to reusable items:** Replace single-use breakroom items such as plastic utensils and straws, paper plates, and coffee pods with reusable utensils and



## STOP THE OVERFLOW!

Overflow material is defined as any material surpassing the capacity of the refuse containers. This includes materials placed on top or next to the containers, or materials that prevent the lids of the containers from closing fully. Overflowing material is a City Municipal Code violation and a health and safety issue as it can lead to litter, attract pests, and fall onto the truck, driver, people passing by, and other surroundings during service. To stay in



## WHAT PACKAGING IS RECYCLABLE?

Products ordered online are often delivered with excessive amounts of packaging material, especially during the holidays. To ensure packaging materials go into the correct container, follow these general guidelines:

Recyclable items include:

- Cardboard
  - Break down and flatten prior to disposal

straws, ceramic plates, and bulk coffee grounds. Instead of buying single-use plastic water bottles, provide a water filter, encourage reusable water bottles, or install a water filling station.

### **Ask vendors to take back**

**packaging:** Communicate your commitment to sustainability with your vendors and request they change their shipping methods to reduce the waste or take back packaging they send you.

### **Establish a Zero Waste**

**Team:** Select a team of employees to help monitor your company's waste and report changes to help improve waste sorting.

*\*Did you know state law requires businesses to prohibit employees from placing organic waste into landfill containers, periodically inspect compost containers for contamination, and notify employees if containers are contaminated?*

### **Host a "What Goes**

**Where" training:** Contact GreenWaste Customer

compliance, be sure that all material fits inside your refuse containers with the lids completely closed. If your business needs additional service to avoid overflow, please contact GreenWaste of Palo Alto to schedule an extra pickup service for an additional fee.



*\*Did you know unflattened cardboard boxes is one of the most common causes of overflowing recycle containers?*

- Padded paper envelopes with glue
- Bubble wrap
  - Place in a clear bag with other film plastic and knot at the top



Landfill items include:

- Styrofoam® or foam plastic



Service to schedule a "What Goes Where" training for your employees to learn proper waste sorting practices.

For more waste reduction ideas and practices go to [www.cityofpaloalto.org/businesswaste](http://www.cityofpaloalto.org/businesswaste)

- Bubble-lined paper or plastic shipping envelopes
  - These items are made of multiple materials and cannot be recycled



Contact GreenWaste of Palo Alto if you have any questions on what goes where