

## LETTER OF AGREEMENT

This letter of Agreement is made between the Fort Bragg Qualified Recycling Program (QRP) and the unit, directorate, or tenant activity participating in the Recycling Incentives Program. The Recycling Incentives Program offers units, directorates, and tenant activities the opportunity to actively participate in an incentive-based recycling program.

Upon enrollment in this program, units, directorates and tenant activities will collect and transport their recycled material to the QRP Recycling Center, building 3-1240, where it will be inspected for correct segregation and cleanliness. Recycled materials cleared for acceptance will be weighed and a weight ticket will be issued to the participating activity. Participants will receive a credit for each ton of recycled material that is dropped off at the QRP Recycling Facility. Once the participating activity reaches a tonnage that is equal to \$100 in credit, a \$100 voucher for use at a Directorate of Family and Morale, Welfare, and Recreation (DFMWR) club or activity will be issued. The \$100 voucher must be used at an event that all members of the participating organization are invited to attend.

By signing this agreement letter, battalion commanders, directorate chiefs, and tenant activity commanders commit to their role as an active participant in the Recycling Incentives Program and to their duties and responsibilities outlined in the Memorandum of Instruction (MOI) Number 01-08 – Fort Bragg Recycling Incentives Program.

This letter of agreement may be terminated by either party under the following conditions: changes to the QRP annual budget; failure of units, directorates, and tenants activities to participate; failure of the units, directorates, and tenant activities to provide clean, segregated recycled materials; by written notice upon mutual agreement of both parties; by disapproval by the QRP; or by military necessity (i.e. deployment).

The parties listed below certify that the signatories to this Letter of Agreement have authority to obligate their respective organizations to the responsibilities contained herein and in MOI Number 01-08. The provisions of the MOI are effective as of the signature and date indicated below.

Name of Unit/Directorate/Activity: \_\_\_\_\_

Commander Signature: \_\_\_\_\_

Date: \_\_\_\_\_

UNIT FUND CODE/RECYCLING COORDINATOR IDENTIFICATION FORM

Date: \_\_\_\_\_

Unit: \_\_\_\_\_  
\_\_\_\_\_

---

Primary Recycling Coordinator: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

---

Secondary Recycling Coordinator: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

---