



DEPARTMENT OF THE ARMY
U.S. ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON HAWAII
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SCHOFIELD BARRACKS, HI 96857-5013

AMIM-HIG-ZA

06 MAY 2026

MEMORANDUM FOR All Military Personnel, Department of Defense Civilian Employees, Contractors, and Residents within United States Army Garrison (USAG) Hawaii Installations

SUBJECT: Policy Memorandum (PM) #8 - Solid Waste Management and Recycling

1. References.

- a. Army Regulation (AR) 200-1 (Environmental Protection and Enhancement), 13 December 2007.
- b. AR 420-1 (Army Facilities Management), 12 February 2008, with Rapid Action Revision (RAR) 24 August 2012.
- c. Department of Defense (DoD) 4160.21 (Defense Materiel Disposition), Volumes 1-4, 22 October 2015, Incorporating Change 3, 30 September 2019.
- d. DoD Instruction (DoDI) 4715.23 (Integrated Recycling and Solid Waste Management), 24 October 2016; Change 1, 31 August 2018.

2. Purpose. To provide waste reduction and recycling guidance in accordance with the above-stated regulations and Army net-zero waste goals and objectives.

3. Applicability. This policy applies to all Soldiers, Civilians, Contractors, tenant organizations, family members and other personnel who work on, reside on, or visit any Army installation in Hawaii. USAG Hawaii is the organizational name and will be used throughout this policy memorandum to include, at a minimum: Helemano Military Reservation (HMR), Schofield Barracks (SB), Wheeler Army Airfield (WAAF), Aliamanu Military Reservation (AMR), Tripler Army Medical Center (TAMC), Fort Shafter (FS), Fort DeRussy, Pihilaau Army Recreation Center (PARC), Kilauea Military Camp (KMC), and Pohakuloa Training Area (PTA).

4. Policy. Recycling on USAG Hawaii is mandatory. This applies to daily civilian and military activities as well as to special events and functions. It is the responsibility of all USAG Hawaii personnel to manage their solid waste through reduction, green procurement, and recycling to support the Army's objectives to:

- a. Divert at least 50 percent of non-hazardous solid waste annually, including food and compostable material.
- b. Divert at least 50 percent of non-hazardous construction and demolition (C&D) debris.

5. Compliance and Enforcement.

a. Directorate of Public Works (DPW) Environmental Division is authorized to conduct compliance inspections. Non-compliance may result in corrective actions directed through the chain of command in accordance with AR 200-1.

b. Environmental Compliance Officers (ECOs) will monitor recycling compliance, conduct periodic inspections, and coordinate corrective actions with DPW Environmental Division.

6. Responsibilities.

a. The DPW.

(1) Maintain recycling collection services from designated locations at Army facilities on a routine schedule or by request (housing areas are not included under this contract).

(2) Maintain the Army Recycle Center to support recycling drop-off services. A list of accepted recyclable material is posted on the recycling website at: <https://home.army.mil/hawaii/my-fort/services/recycling-center>.

(3) Provide recycling containers to installation facilities and activities, pending availability of supplies.

(4) Establish and manage the Garrison's Qualified Recycling Program (QRP) and proceeds from the sale of recyclables. QRP proceeds will be used in accordance with DoDI 4715.23 and will support recycling operations, environmental programs, and authorized morale and welfare activities.

(5) Track and report non-hazardous solid waste diversion rates and provide quarterly updates to leadership.

b. All Soldiers, Tenant Organizations, Civilians, and Contractors.

(1) Coordinate with the DPW Solid Waste and Recycling Program to establish recycling collection points at their facilities and events.

(2) Collect recyclables accepted by the recycling program and maintain collection containers free of garbage and other non-recyclable materials. Containers may be acquired through the DPW Solid Waste and Recycling Program when available, or organizations may use alternatives (e.g. cardboard boxes) or purchase their own.

(3) Assign an individual at their facility or utilize the ECO as the point of contact for implementing recycling procedures.

(4) Coordinate with the DPW Solid Waste and Recycling Program when pickups are needed by completing a recycling pickup request form on the USAG Hawaii website at <https://home.army.mil/hawaii/my-fort/services/recycling-center> or call the DPW Solid Waste and Recycling Program at 808-787-0867.

6. Procedures.

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a. All facilities will maintain clearly labeled recycling containers that are free of contamination and located in common areas that are accessible, to enable recycling pick-up services.

b. All materials deposited into a USAG Hawaii recycling container are considered donations to the Installation's QRP. Removal of these materials for personal redemption is considered theft and will not be tolerated on USAG Hawaii installations.

c. All USAG Hawaii personnel, acting as individuals or as collective groups (e.g., Soldier units, civilian offices), may participate in the Hawaii Deposit Beverage Container (HI-5) Program by recycling personal beverage containers in exchange for cash at State-authorized redemption centers. Beverage containers generated by the public in common areas (e.g., MWR facilities, hotels, dining facilities), must be collected by and processed through the DPW recycling collection services.

d. Individuals may not remove or tamper with USAG Hawaii recycling containers or trash receptacles. Scavenging in dumpsters or other trash receptacles is prohibited.

e. The disposal of cardboard, green waste, metal, tires, batteries, construction debris, lumber and other bulky waste is strictly prohibited in or around any USAG Hawaii dumpster, or anywhere else on post. Such incidents of illegal dumping will be investigated. To report illegal dumping, call the DPW Solid Waste and Recycling Program at 808-787-0867 or the Military Police at 808-771-7114.

10. Effective. This policy is effective immediately, it supersedes Policy Memorandum #11, Site Approval Board (SAB), dated 17 February 2023, and remains in effect until rescinded or superseded in writing.

11. Proponent. The USAG Hawaii DPW, Environmental Division is the proponent for this policy memorandum.

12. For additional information on this policy or assistance with any solid waste and recycling matters, please contact the DPW Solid Waste and Recycling program at 808-787-0867.



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