DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY GARRISON
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FORT IRWIN, CA 92310-5000

AMIM-NTG-ZA 21 July 2025

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: United States Garrison, Fort Irwin and the National Training Center Policy #25, Mandatory Recycling of Materials.

1. PURPOSE: To provide policy regarding Fort Irwin's Qualified Recycling Program (QRP) and to provide procedures for the management of recyclable materials and assign specific responsibilities regarding the Fort Irwin QRP.

2. APPLICABILITY: This policy applies to all National Training Center (NTC) and Fort Irwin Soldiers, Civilians, and Family Members living on the installation and/or using installation facilities. This policy also applies to all visitors.

3. REFERENCES:

a. 32 CFR Part 172, Disposition of Proceeds from Department of Defense Sales of Surplus Property.

b. Department of Defense Sustainability Report and Implementation Plan FY 2020.

c. Army Regulation (AR) 420-1, Army Facilities Management, 2 December 2008.

d. AR 200-1, Environmental Protection and Enhancement, 13 December 2007.

e. Qualified Recycling Program (QRP) Handbook, 10 May 2020.

f. Integrated Solid Waste Management Plan, U.S. Army Garrison Fort Irwin, December 2016.

4. POLICY: Fort Irwin is committed to minimizing the generation of nonhazardous solid waste through source reduction and recycling. All DoD Soldiers and civilians shall segregate recyclable materials from non-recyclable waste to the maximum extent possible. Recyclable materials include: metals, paper, cardboard, pallets, wood, batteries, appliances, electronic waste, waste oils, antifreeze, toner cartridges and potential other materials. Implementation of this policy will result in the reduction of solid waste being disposed of into our landfill, reduction in mission operating costs, a cost-effective recycling program, and meeting the Army's goal of a fifty (50) percent diversion rate and in accordance with Army regulations.

5. PROCEDURES: The following materials are recycled on Fort Irwin and should be segregated and handled as described below. If there is not an appropriate recycling collection container available in or near your building, contact the QRP Manager at 760-380-5290.

a. Office Wastes.

(1) Aluminum, Tin and Steel cans. All cans (except aerosols) are accepted and shall be emptied and rinsed prior to being dropped off at the recycle center.

(2) Aerosols Cans. Aerosols cans are to be placed in Hazardous Waste Collection areas or turned into Bldg. 630.

(3) Beverage Bottles and Cans. May be recycled off the installation.

(4) Cardboard. Cardboard must be flattened and placed in the centrally located blue totes in each building or in one of the blue or green cardboard collection dumpsters.

(5) Paper. Mixed office paper shall be place in the centrally located blue bins in each building. Bagged paper shall be placed outside in a blue or green cardboard collection dumpsters.

(6) Plastics. All plastics (#1 through #7 inside of a recycle triangle). May be recycled off the installation.

(7) Small Lithium (less than ¼ lbs) and Alkaline Batteries. Contact the Hazardous Waste Support Services (HWSS) contractor at Bldg 630 at 760-380-4762 or 760-386-1573 to have a battery recycling container delivered or serviced.

(8) Toner Cartridges. Toner cartridges can be turned in to the HWSS contractor at Bldg 630.

b. Brass. Expended Small Ammunition Cartridge Casings (ESACC) and eligible range residue shall be turned in to the ammunition supply point (ASP) located north of the Fort Irwin Weigh Station and Outer Loop Road.

c. Bulk, Large and Lead Acid Batteries. Batteries are collected at the HWSS contractor at Bldg 630, contact 760-380-4762 or 760-386-1573 for assistance.

d. Electronics. Electronics shall be turned in to the HWSS contractor at Bldg 630 at 760-380-4762 or 760-386-1573 for assistance.

e. Oil and Other Hazardous Waste. Shall be turned in to the HWSS contractor at Bldg 630 at 760-380-4762 or 760-386-1573 for assistance.

f. Pallets. Pallets shall be reused to the maximum extent possible. Turn in excess pallets at wood pile at the landfill. Contact the recycle center at 760-380-4226 for assistance.

g. Property Book Items. Property book items shall be turned into the Logistic Readiness Center via your property book officer, contact 760-380-5679 for assistance.

h. Scrap Metal. Scrap metal, to include steel, copper, aluminum, and appliances (i.e. white goods), shall be brought to Bldg. 684. They will provide instructions and assistance.

i. Tires. Contact Central Receiving at 760-380-4689 for assistance.

j. Wood. Wood shall be taken to wood pile at the landfill contact 760-380-4226 for assistance.

6. RESPONSIBILITIES:

a. DPW shall:

(1) Manage all aspects of the installation's recycling program, to include maintaining fiscal accountability of funds received from the sale of all recyclable materials and the disbursal of these funds.

(2) Maintain contract services for the collection and recycling of various commodities.

(3) Provide clearly marked recycling collection containers and dumpsters to buildings throughout Fort Irwin.

(4) Identify and initiate other cost effective recycling opportunities to help meet current and future diversion goals.

(5) Recycle non-hazardous solid waste, which is not handled through Defense Logistics Agency Disposition Services (DLA-DS), when economically feasible and in accordance with the Army guidance.

(6) Provide ongoing guidance to generating activities for the proper classification, handling, and management of solid waste and recyclables.

(7) Develop a public relations campaign and training program to support the recycling goals of Fort Irwin.

b. All military units, installation activities, tenant organizations, and contractors shall:

(1) Use clearly marked recycling collection containers (available through DPW) and coordinate with the QRP Manager to establish collection points within all buildings/facilities for the collection of cardboard and paper.

(2) Dispose of trash separately from recyclable materials. Recyclable materials shall only be placed in the designated recycling collection containers or handled as described in the procedures section of this memorandum. Trash shall not be placed in recycling collection containers.

(3) Notify the QRP Manager if there is a problem with a recycling collection container/dumpster or if the collection container is full and needs to be emptied.

(4) Ensure that recycling collection containers/dumpsters are not blocked and can be accessed by the collection contractor.

7. The proponent for this policy letter is the Environmental Division, Directorate of Public Works at 760-380-5044.

STEVEN L. CHADWICK
COL, AR
Commanding

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