



USAG Stuttgart

Handbook for Waste Sorting

ON-POST



Handbook for Waste Sorting - On-Post

USAG Stuttgart

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Introduction

Principles of **reduce, reuse, recycle** underlie policies established in Germany to foster sustainable materials management. The **Closed Substance Cycle and Waste Management Act**, first published in 1994, was designed to integrate product responsibility into economic decision-making in order to build a life-cycle economy and avoid the generation of waste.

The Act established a hierarchy of avoidance, recovery, and disposal that emphasizes waste avoidance in production, promotes low-waste products, and provides incentives for waste recovery practices.

Properly sorting waste into recyclable fractions:

- ▷ Saves energy
- ▷ Reduces air pollution
- ▷ Decreases greenhouse gas emissions
- ▷ Saves money

Your participation is vital for the success of all recycling efforts!

REDUCE the amount of trash discarded, e.g. choose products with less packaging. Choose loose fruit, cheese and meat. Buy products in glass jars and tins which can be recycled. Use "Bags for Life" available at supermarkets.

REUSE packaging materials, containers and products, e.g. give unwanted clothes, books, toys, and household items to friends or charities. Reuse old carrier bags when at the supermarket. Use both sides of a sheet of paper.

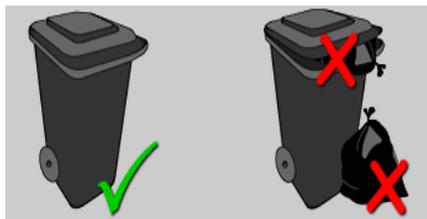
RECYCLE materials that can be reutilized, e.g., make use of your local recycling center. Recycle your garden waste at home in a composter. Close the loop, buy recycled products.

Recycling at USAG Stuttgart

Recycling has become very important because disposal fees are rising and awareness of the value of the materials we use for packaging have increased. Waste has become a secondary raw material. We should all work together in order to comply with local Host Nation laws and U.S. Army regulations. Like it or not, garbage is everyone's business. We all generate it, handle it, and pay to dispose of it.

This booklet will inform you about the recycling program of the USAG Stuttgart. Your active participation is needed to make the program work. With this information, we hope you will better understand why we have to recycle as well as what items to recycle and the easiest way to go about recycling at your home. Many states in the U.S have mandatory recycling programs to reduce the amount of trash in their landfills.

According to the USAG Stuttgart Policy Letter # 59, Illegal Dumping of Trash, it is prohibited to bring trash generated off-post onto US installations.



CLOSE THE LID !

- ▷ Take pride in our environment.
- ▷ Participate and recycle!
- ▷ Do it for our children's future,
- ▷ And to bring credit to the U.S Forces residing in our Host Nation!

Who, What and How

Who Everybody should participate and recycle.

What All wastes that can be recycled like paper, glass, metals, electronics, wood, tires and plastic.

How By separating and sorting your recyclable materials from your normal trash and placing them in the proper containers.



Cardboard/Paper



Regular trash



Plastics



Metal Cans/Glass

- ▷ Theoretically, all types of waste are recyclable; unfortunately, in practice, it cannot yet be realized.
- ▷ About 50% of average household waste is recyclable; in offices it is even more. The most important materials are paper and glass.

Reduce - Tips for Waste Avoidance

Avoidance starts by thinking and observing. Think about what you need. Do you really *need* it, or is there a substitute which produces less or no waste?

You can control the amount of trash you have because most of it results from everyday shopping habits. That's why you should keep some basic tips in mind.

- ▷ Take a reusable bag or basket with you when you go shopping; if you have to use a plastic bag, then use it as many times as you can.
- ▷ Use returnable container systems if possible
- ▷ Select unwrapped items. Choose ecologically sound, garbage-reducing products that can be recycled.
- ▷ Avoid items that are double or triple packed with paper and plastic.

Avoid hazardous chemicals, they can harm the environment and that also means they are harmful to you and your family. Choose less hazardous or non-hazardous products whenever possible.

Avoid:

- | | |
|-------------------------------|--------------------------|
| ✗ Paper/plastic cups & plates | ✗ Non-returnable bottles |
| ✗ Paper napkins | ✗ Plastic bags |
| ✗ Disposable razors | ✗ Overwrapped items |

- ▷ Some things are too good to throw away!
- ▷ Friends or neighbors might be able to use them or you could sell them at a yard sale or flea market!

Reuse - Thrift Shop

Household goods, clothing, and other items no longer needed can be donated to the Patch Thrift Shop, which is operated by the Stuttgart Community Spouses' Club (SCSC).

All proceeds generated will go back to the community in form of scholarships, grants, and financial support for various groups and activities within the Stuttgart military community.

The Patch Thrift Shop is located on Patch Barracks in building 2332.

Items not accepted:

- × Mattresses & box springs
 - × TV's
 - × VHS & cassette tapes and players
 - × Car seats & helmets
 - × Drop-side cribs
 - × Auto parts
 - × Gasoline-powered items
 - × Uniforms & military gear
 - × Liquids & gas of any kind
 - × Food
 - × Broken, incomplete or soiled items
- ▷ **The Thrift Shop reserves the right to refuse any item.**

Operating hours	
Mon	1000 - 1600 hrs.
Tue	closed
Wed	1000 - 1600 hrs.
Thu	1500 - 1900 hrs.
Fri	1000 - 1600 hrs.
1 st & 3 rd Sat	1000 - 1400 hrs.



- ▷ Donate during the SCSC Patch Thrift Shop operating hours.
- ▷ Leaving items not accepted by the SCSC Patch Thrift Shop violates the Commander's policy regarding illegal dumping of trash. Violators are subject to penalty.
- ▷ **Contact:** Phone - 0711 6805510

Mail - patchthriftshop@gmail.com

Web - www.facebook.com/pages/SCSC-Patch-Thrift-Shop/163029133762979

- www.stuttgartspousesclub.org

Paper & Cardboard

Please put only items made of paper and cardboard in the container for Paper & Cardboard; for questionable items, refer to recycling information or put into the regular trash.

This includes:

- ü Books & magazines
- ü Brochures
- ü Cardboard & boxes
- ü Catalogues
- ü Newspaper
- ü Office paper
- ü Paper packaging
- ü Envelopes
- ü Paper egg cartons
- ü Receipts
- ü Brown paper bags



Avoid mixing waste:
Cardboard in Regular Trash

This does not include & goes into regular trash:

- × Dirty paper (food wrapping, disposable plates or napkins)
- × Paper towels/tissues
- × Drink cartons
- × Wallpaper
- × Carbon/Wax paper
- × Fast food containers
- × Paper cups & plates
- × Cigarette packs
- × Mixed packagings



Paper & Cardboard Container

Note: Please crush all boxes. Small metal staples can remain attached. Large amounts of cardboard and paper should be brought to special containers (see location of recycling containers at page 19).

- ▷ Dirty or non-recyclable paper, even in small amounts, can reduce or destroy the recyclability of a whole container's contents, which then costs extra money.
- ▷ In offices recyclable paper should be separated and collected in the office paper containers, which will be emptied by the custodial crew.

Glass & Metal Cans

Recyclable glass and metal cans share the same container labeled as “Glass & Metal Cans”. Buying returnable bottles through the refund system on the local market helps in reducing waste.

Recyclable glass includes:

- ü Juice bottles
- ü Soda bottles
- ü Wine bottles
- ü Drinking glasses
- ü Glass food jars



Refund Sign



Non-recyclable glass:

- x Mirrors
- x Porcelain
- x Stoneware
- x Pottery
- x Crystal
- x Window glass
- x Auto glass
- x Glass with embedded wires
- x Fluorescent light tubes *
- x Light bulbs *



Returnable bottle/cans



Return it & receive 0.25 Euro refunds!

Recyclable metal includes:

- ü Soda cans (aluminum)
- ü Food cans (aluminum)
- ü Pie tins
- ü Clean aluminum foil
- ü Metal lids
- ü Aluminum pots & pans

Non-recyclable metal:

- x Metallic wrapping paper
- x Dirty aluminum foil/trays
- x Vacuum wrappings for coffee etc.



Glass & Metal Container

* see Hazardous Waste, page 15.

Note: Large/heavy metal items go into the scrap metal container (see page 19).

Note: If bottles/cans are returnable, take it back and receive a refund.

- ▷ The container color has no significance, all glass colors can go into the glass container.
- ▷ Rinse out all residues to avoid attracting insects.
- ▷ Labels may stay on glass and cans, as they will burn-up during processing.
- ▷ Remove all lids and covers from bottles and glasses. Metal lids can be thrown in the glass container. Plastic lids go into the plastic container.

Plastics

Recycled plastic is used to make a variety of new products such as bottles, benches, fences, pipelines, shopping bags. Please note that almost all plastic types can be recycled. While shopping, select products with no plastic.

This includes:

- ü Empty plastic bottles & cups
- ü Plastic wrapping & bags
- ü Plastic buckets & boxes
- ü Plastic yogurt cups
- ü Plastic food containers
- ü Laminated plastic like juice & milk boxes
- ü Styrofoam cups & packaging

This does not include & goes into regular trash:

- × Plastic cases from households appliances (mixer, radio, etc.)
- × Metallic wrappings
- × Laminated items that contain metals.
- × CDs & DVDs



Container for Plastics



Avoid mixing waste:
Plastic items in Regular Trash

- ▷ Plastic bottles marked with the refund sign are also returnable.
- ▷ Choose reusable shopping bags instead of plastic bags.

Electronic Scrap

Bring your electronic scrap to one of the collection points listed on page 19.

Refrigerators and air conditioner will only be collected at Kelley Barracks, separate from other electronics. Bring Government-owned items (computer, printer etc.) for turn-in to the Central Receiving Point at Panzer Kaserne bldg. 2956.

This includes:

- ü Personal Computers
- ü Washers/Dryers
- ü Vacuum Cleaners
- ü Refrigerators
- ü Air conditioner
- ü Dishwashers
- ü Microwaves
- ü Cell phones
- ü Television
- ü Radio
- ü Razors
- ü Stoves

This does not include:

- x Light bulbs & tubes
- x Energy saving lamps
- ▷ See Hazardous Waste, page 15



Container for Electronic Scrap



Container for Refrigerators and Air conditioner

Note: If you are not able for self-transportation of large items call the IC of your installation (see back page of this booklet)

- ▷ The DPW Recycling Center at Building 3360 in Kelley Barracks is open during regular business hours, if you need help or have any questions call 420-7343

Wood / Bulky Items / Metal Scrap

Bulky items, metal scrap and untreated wood can be disposed at one of the collection points listed on page 19.

Wood include:

- ü Untreated & non-painted wood
- ü Wooden pallets

Metal Scrap include:

- ü Metal bed frames
- ü Bicycles
- ü Rims

Bulky items include (non-government-owned):

- ü Desks
- ü Lockers
- ü Chairs
- ü Mattresses
- ü Sofas
- ü Tables
- ü Beds
- ü Carpets
- ü Any other household furniture



Scrap Wood Collection



Container for Bulky Items



Container for Metal Scrap

Note: Central Receiving Facility for Government-owned items is located at Panzer Kaserne, Bldg. #2956.

Ⓟ For large quantities of wood / bulky items please call 421-6288 for a pick-up arrangement.

Car Tires / Toner Cartridges

Car Tires:

Both, tires and rims are materials that are good for recycling. They absolutely do not belong in the regular trash.

- ▷ Container for car tires with or without rims is located at Kelley Barracks Bldg. 3360
- ▷ Rims belong into the Metal scrap container



Toner Cartridges:

Various suppliers of toner cartridges offer a cost free returning service. The used cartridge can be put in the disposal bag and back into the original box. The return label provided in the box will be used to ship the cartridge back to the manufacturer for free.

Disposal locations on-post are listed on page 19.



Used Cartridge wrapped and ready to be returned

- ▷ Please help reduce costs and trash by recycling tires. Do not throw tires into the dumpster.

Office Recycling Program

We have an excellent opportunity to recycle paper, cans, glass and plastic materials in our community, due to recycling islands at various locations on the installations. Everyone working on-post is encouraged to place recycling materials in the designated containers.

Each floor or section should have at least one recycling bin for paper waste such as copy paper, magazines, cardboard and newspaper. Paper towels or mixed materials (i.e. drink cartons) do not belong into the paper recycling. Shredded paper should be disposed without plastic bags. See also page 8.

In addition recycling bins for metal cans/glass (see page 9) and plastic materials (see page 10) should be placed at each floor or section. The recycling bins should be properly labelled and if possible color-coded.

The custodial contractors should be informed to empty the recycling bins and dispose the waste into the proper containers at the recycling islands.

When purchasing items for the workplace, ask for and use recycled products. Copy machines, laser printers, and some fax machines can use recycled paper. GSA has recycled paper products in its inventory, obtain the catalogue online at: <http://www.fss.gsa.gov>. Before you throw your paper in the paper container, use it as scratch paper, or use it for draft copies/printouts.



That's all it takes to reduce waste, save money, and help the environment! Please do your part to make the Stuttgart Recycling Program successful.

► For additional information about recycling please call 420-7343 or 4216-134 or launch the Garrison website (see the back of this booklet)

Hazardous Waste

Hazardous Wastes are substances that contain dangerous ingredients. They have to be collected separately and do not belong in a regular trash container. It is also prohibited to dump hazardous substances into the sewer system.

Each Installation has a central hazardous waste collection point, managed by the Environmental Division, at the locations listed on page 19.

Below are examples of hazard signs that indicate if a product is hazardous:



Before disposing household cleaners that are still usable give them to friends, neighbours, colleagues. Also see page 18 and observe the Garrison Reuse Program.



Automotive Waste :

Private Vehicle maintenance where a potential risk for spills of hazardous liquids exists is not allowed on all installations. The FMWR Auto Skills Center at Panzer Kaserne bldg. 2926 offers self vehicle maintenance spaces with proper containers for automotive waste. The AAFES Car Care Center performs vehicle maintenance and repair as well.



Note: For [Hazardous Waste turn-in appointments](#) or additional information please call the Environmental Division at DSN 421-6135/6134 or the installation representative (see the back of this booklet).

➤ Contact the staff for proper disposal and you will receive help.

Batteries

All batteries are hazardous waste and must be collected separately from the regular trash.

Dry-cell Batteries:

Collection containers are located at:

- ▷ Patch, Panzer and Kelley Commissaries
- ▷ Patch and Kelley Post Office
- ▷ Panzer PX, Robinson CX
- ▷ Patch Gas Station
- ▷ Kelley Gas Station
- ▷ All Gymnasiums
- ▷ Airfield, Building 3255
- ▷ Panzer AAFES Shopette



Collection container



Car Batteries, Batteries larger than dry-cell (i.e. Laptops) :

Locations for disposal see table on page 19.

Vendors must take back old car batteries if originally bought at the store. Keep in mind that vendors issue a pawn ticket. The same pawn ticket has to be re-issued to the vendor to dispose the old battery for free.



- ▷ All dry cell batteries and accumulators, which are used in the household for radios, flashlights, cameras, electronic toys etc., can be recycled and should be separated from all other garbage.
- ▷ A car battery which is filled with sulfuric acid is a recyclable hazardous material and does not belong in the regular trash.
- ▷ German shops selling batteries provide disposal boxes for batteries.

Paint / Medicine

Paint:

Solvent-based paints are hazardous waste and must be collected separately from the regular trash. However, completely dried paints residues in the bucket or empty paint buckets can be thrown into the regular trash dumpsters. Within each Installation there are special containers in the central hazardous waste collection points where paint is collected. Paint spray cans and other aerosol cans must be separately collected. Locations for disposal see table on page 19.

Medicine:

The proper way to dispose of unused or expired medicines is to bring them to the Patch Clinic, Bldg. 2300. German pharmacies off-post accept also medicines. If not possible dispose medicine in regular trash. Never ever dump medicine into the sewer system.



Note:

For [help on paint disposal](#) or additional information please call the Environmental Division at DSN 421-6135/6134 or the installation representative (see the back of this booklet).

Household Cleaner Reuse Program

USAG Stuttgart maintains a program for Household Cleaner Reuse.

Items such as:

- ▷ Glass, carpet, floor, bathroom, kitchen cleaners
- ▷ Waxes, polishes, disinfectants

in their original, closed container, which is not corroded can be dropped off at:

- ▷ Self-Help Issue Points (SHIP) Patch Barracks Bldg. 2342
- ▷ Self-Help Issue Points (SHIP) Robinson Barracks Bldg. 195
- ▷ Hazardous Materials Reuse-Center Panzer Kaserne Bldg. 2958

All US ID cardholders can turn in (or pick-up) items.

They are free of charge and there is no paperwork involved. The drop-off points operate during normal business hours.



Hazardous Reuse Center at Panzer Kaserne in Bldg. 2958

- ▷ This program saves USAG Stuttgart funds that might normally be spent disposing of these unwanted items and it saves the environment by preventing toxic chemicals from going into regular trash or recycling containers.
- ▷ Also ask your neighbour and friends if they need any of your unused or excess cleaners.

Location of Recycling Containers

Recycling Islands are located at all Housing Areas in the Stuttgart Community. These islands are large enough for holding containers for paper, glass/metal, plastic, and regular trash. The single-family quarters have their own container set for paper, glass/metal, normal trash and some have a plastic recycling container. Container locations for other recyclables materials are listed in the table below:



	Kelley	Patch	Panzer	Robin- son	Army Airfield
Waste	Bldg.	Bldg.	Bldg.	Bldg.	Bldg.
Cardboard	3360			146	
Bulky Items	3360	2338	2956	146	
Scrap Metal	3360	2338	2956	146	
Wood, untreated	3360				
Electronic Scrap	3360	2338	2956	146	
Refrigerat./AirCondit.	3360				
Tires w/o rims	3360		2926		
Toner cartridges	3371	2316	2974, 2956, 2903	139	3219
Hazardous Waste	3371	2316	2974	139	3219

Ⓟ Your care and cooperation is needed to make the USAREUR SORT program successful and save the community money by reducing trash disposal costs.

Contacts

For information about **recycling pick-up, placement of recycling containers:**

▷ O&M Division 420-7343 and 421-6288

For information about **hazardous waste:**

▷ Environmental Division 421-6135/- 6134

For **local questions** call your Installation Coordinator:

▷ Kelley Barracks/ Army Airfield 421-6288
▷ Patch Barracks 430-5450
▷ Panzer Kaserne 431-2806
▷ Robinson Barracks 420-5450

Additional recycling information:

www.stuttgart.army.mil

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