

RECYCLING IN 4-SIMPLE STEPS:

1. Ensure management support and designate a recycling coordinator
2. Plan and set up a collection and storage system
3. Promote and provide basic recycling education
4. Monitor, evaluate, and reinforce recycling habits

Have you recycled today at home, work, or school? By recycling Alexandrian's conserve resources, reduce greenhouse gas emissions and create a brighter future for our children. Make a difference – recycle today and everyday!

- Mayor Bill Euille

GOT QUESTIONS? NEED HELP?

The City of Alexandria Solid Waste and Recycling staff will gladly provide assistance and answers to any questions you may have. Please call 703.519.3486, 703.751.5872, or visit the City's recycling web site at www.alexrecycles.org.



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Recycling Program
133 South Quaker Lane
Alexandria, Virginia 22314



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Business & Multifamily Recycling in Alexandria

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City of Alexandria, Virginia

**Department of Transportation
& Environmental Services**



WHO IS REQUIRED TO RECYCLE?

The ordinance requires businesses, multifamily properties all federal, state, and local government offices and facilities, apartments, and condominiums or homeowners associations that do not have City trash collection services to recycle.

WHAT IS REQUIRED?

These entities listed above are responsible for:

- » Providing recycling services and informing tenants about these services at least twice each year;
- » Submitting a Recycling Implementation Plan (RIP) form by January 1, 2007 and every other year thereafter; and
- » Submitting a Recycling Data (RD) form by **March 15, 2008** and every other year thereafter.

WHY IS THE ORDINANCE NECESSARY?

- » Business and multi-family properties generate 77% of the City's waste stream.
- » The State of Virginia requires all jurisdictions to achieve and maintain a 25% recycling rate, but the City reported only a 21% rate in 2004.
- » The City Council supports achieving a 35% rate.



WHEN DOES THE ORDINANCE TAKE EFFECT?

The ordinance will take effect July 1, 2006. Businesses and multifamily properties will not be required to submit a RIP form until January 1, 2007, but early submissions will be accepted and approved in a timely manner.

During the first six months the ordinance is in effect, City staff will provide workshops, hands-on technical assistance, fact sheets, templates for signs, newsletter articles, and other tools to those who need help establishing recycling programs and/or assistance completing a RIP or RD form.

WHAT IS A RIP FORM?

This is a form to be completed by the property owner or management company that outlines the name of the service provider, types of recyclables to be recovered, location and size of collection containers, number of employees or tenants, and contact information for the location. The first Recycling Implementation Plan will be due January 1, 2007.

WHAT IS A RECYCLING DATA (RD) FORM?

This report requires all locations to report the amount of trash and recycling collected at the particular property. The first Recycling Data Report is due March 15, 2008. How do I know when to submit a RIP or RD form? The City will mail notices to all businesses and multifamily properties at least two months before the forms are due.

WILL I BE PENALIZED FOR NOT SUBMITTING THESE FORMS?

For the first two years of the program, class four (4) civil penalties will be issued for any RIP or RD form not submitted. In the third year, penalties will be determined by the amount of trash generated on an annual basis. Large generators will be issued a class three civil penalty and small generators will be issued a class five civil penalty¹.

¹ For more information regarding civil penalties, contact the Solid Waste Division or visit the City web site at alexandriava.gov.

WHAT MATERIALS HAVE TO BE RECYCLED?

» All businesses will be required to recycle the two materials they generate in the largest quantities each year.

Examples are:

- » Mixed paper (any old newspaper, office paper, magazine, paperboard, colored papers, and corrugated cardboard)
- » Plastic, glass, metal food and beverage containers (also known as "commingled containers")



- » Used motor oil and tires
- » Scrap metal
- » Clean wood/pallets
- » All apartments, condominiums, and homeowners associations must recycle mixed paper and commingled containers.

