



## MSU Recycling Guidelines

The following set of guidelines are intended to provide a framework for recycling at MSU. A successful recycling program requires the support of the entire campus community. The MSU recycling program shall be facilitated by the Division of Campus Services and will involve the participation of faculty, staff and students.

- **RECEPTACLES:** Shared spaces such as common office areas, hallways, classrooms as well as exterior spaces should have trash and recycling receptacles wherever there is waste disposal. Office space containers will function as recycling bins only and trash will be disposed of in common areas. When new waste receptacles are purchased they shall have both a trash and recycling bin option. As funding is available, recycling bins shall be added in locations where only a trash receptacle is present. Receptacles will be clearly identified by the color of the container and/or bag, and be marked with current signage.
- **TRASH/RECYCLING BAGS:** Different color bags will be used to distinguish between trash and recycling streams.
  - Blue bags shall be utilized for recycle receptacles.
  - Clear bags shall be utilized for trash receptacles.
- **COLLECTION:** Recyclable materials will be collected by MSU Campus Services and deposited in blue recycle dumpsters. In the event that a building does not have a convenient blue dumpster, Campus Services will designate a collection site for blue bags to be picked up and transported to a blue bin. Trash will be collected by MSU Campus Services and deposited in trash dumpsters.
  - Blue Dumpsters shall be emptied and the contents transported to a recycling facility for sorting and processing.
  - Trash Dumpsters are emptied and the contents transported to the local landfill.
- **COMMUNICATION:** Campus Services will be responsible for coordinating marketing, education and awareness at a campus level. Communication efforts will be facilitated through Building Managers and Building Operators. Individual departments are encouraged to educate those within their department or building. Members of the campus community should be encouraged to properly dispose of waste such that proper sorting of trash and recyclable materials occurs at the point of disposal.
- **AUDIT:** Campus Services will conduct periodic audits of the waste streams and make recommendations for improvements. Audits shall be designed to evaluate the effectiveness of the recycling effort on campus as well as to evaluate the adequacy of recycling facilities. Individual departments should notify Campus Services if there are not adequate trash and recycling receptacles available.

Questions regarding the recycling program on campus shall be directed to the Office of Sustainability at [maroongoesgreen@msstate.edu](mailto:maroongoesgreen@msstate.edu) or 662-325-2005.