

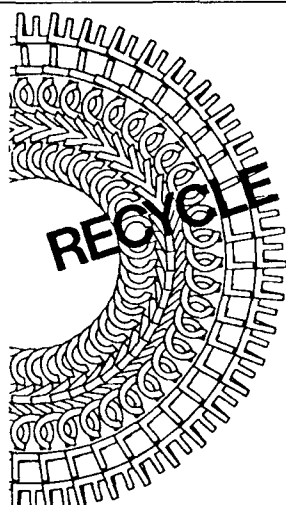


Recycling Update

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SEP 25 1991

ENVIRONMENTAL PROTECTION AGENCY
LIBRARY, REGION V



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Memo to All EPA Employees:

I am happy to bring you our latest issue. We think it is full of interesting bits of information as well as useful points of contact if you're tracking EPA's progress in recycling.

Since our last issue, we celebrated Recycling Month at HQ in April, Recycling Awareness Day in Region II New York and I have traveled to Regions IV, VII, X, and the Corvallis and Athens labs. Each location has a group of dedicated volunteers working on improving recycling and waste reduction programs. The labs can also apply the philosophies of composting to their grounds!! All programs however, are suffering from a lack of markets for collectibles. In order to encourage more market development we must consciously purchase products with recovered materials.

An affirmative procurement program has been initiated by the Procurement and Contracts Division at HQ. Amendments to the Contracts Management Manual, Chapter 14, were effective May 9, 1991. For more information contact our office on FTS-382-6980 (Note after 8/23/91 the number will be FTS-260-6980).

We have listened to your concerns concerning the routing and distribution of this publication. We are working with the Mail Distribution section to improve waste reduction incentives. Additionally, due to the difficulty of recycling colored paper in the regions, the HQ-Printing Management Section issued a notice to all managers and supervisors suggesting that all printed and photocopied materials with regional distribution should be on WHITE paper (for easier recycling)!! One step at a time. . .

Gail Miller Wray
EPA Recycling Coordinator

In 1991, we will throw away
enough office paper to build a
wall 12 feet high from New York
to Los Angeles.



Office of Administration

Facilities Management and Services Division



Printed on Recycled Paper

Research Triangle Park, North Carolina



Since 1975, RTP has saved over 40,000 trees and 136 tons of paper, 4,250 lbs of aluminum and 23,750 lbs of glass!!! In May RTP began recycling plastic through curbside drop-off. Prior to plastic, a cardboard program was initiated with a goal of recycling 40,000 lbs per year.

Aluminum is collected inside EPA buildings as well as curbside along with newspaper and glass.

Cincinnati, Ohio

At the request of the Greater Cincinnati



Area Federal Executive Board, the AWWERC Pollution Prevention Committee has prepared a recycling implementation pack-

age for distribution to all local Federal agencies. The request was one result of our successful workshop, "Government and the Environment: A Pollution Prevention Partners Workshop," held last September.

A follow-up regional one-day workshop is being planned for November 1991, at AWWERC in Cincinnati. The decision to conduct another workshop is a result of the many favorable comments expressed by last year's attendees. A major theme will be source reduction, in addition to the how-to's of starting an office recycling program. The workshop audience is anticipated to be Federal Executive Board agencies, as well as EPA regional IV and V personnel, in addition to local and regional regulatory agencies.

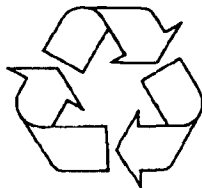
Gail Wray in Region I

Gail visited Region I this past Spring. Pictured here with Julie Belaga, Regional Administrator, Gail commented, "The enthusiasm for recycling within the [recycling] committee is outstanding!!"



The History of the Recycling Symbol

The Recycling symbol, familiar to all of us, was created by Container Corporation of America (CCA). As a special event for Earth Day 1970, CCA conducted a contest for graphic art students to design a symbol



representing paper recycling. Over 1,000 entries were submitted; the winner was Gary Anderson, a student at the University of California, Berkeley. The symbol was modified by William Lloyd, CCA manager of design. CCA applied for registration of the symbol as a service mark, and for a nominal fee, licensed its use to other recycled paperboard manufacturers such as the American Paper Institute (API).

API distributes guidelines on the symbols use on recycled paperboard. API does not explain the symbol's implications when it appears on other paper grades, such as printing paper or letterhead. A brochure explaining the use of the recycling symbol on corru-

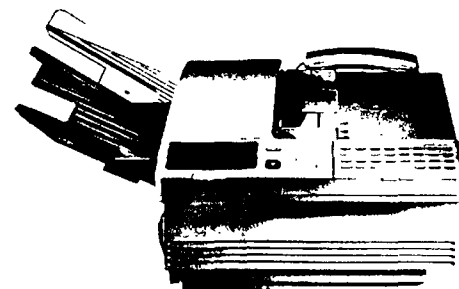
gate containers and recycled paperboard products can be obtained by writing the Recycled Paperboard Division, American Paper Institute, 260 Madison Avenue, New York, New York 10016.

Recycled FAX Paper in the Communications Center!!!

George T. Kranich

The EPA Unclassified Communications Center, which supports EPA program offices with over 20,000 facsimile transmissions monthly, averaging 6.5 pages per document, satisfactorily used recycled facsimile paper for a three-month trial. The recycled thermal facsimile paper is produced using 50% recycled paper and 10% post-consumer waste. The facsimile paper is treated with antistatic ingredients to ensure performance, and the recycled contents meets current EPA guidelines for printing and writing papers. Excellent performance results were obtained from all facsimile machines used in the center, and recycled thermal facsimile paper has now been adopted for standard use by the EPA Unclassified Communications Center.

Currently the Communications Center is testing "plain paper" fax machines, in order to not only use recycled paper but recyclable. The principal concern, based on trials conducted earlier, is the capability of the plain paper machines to handle large volumes. Results from this testing will be reported to the HQ Recyclig Office in mid-August.



Re-use, Reduction and Saving \$\$

Tina Maragousis

Before joining the Site Assessment Branch, OSWER, I worked in the Superfund Docket. We always had plenty of paper to find a home for, and also had plenty of notebooks that didn't have a home. We would take the notebooks that otherwise would have been thrown away to the Free Supply Store run by the Facilities Management and Services Division. I always wondered if anyone ever used these notebooks, or did people just buy new ones because they didn't know about the Free Supply Store. Well, last November and December as the SAB training coordinator, I used 850 3-ring notebooks from the Free Supply Store for the Hazard Ranking System (HRS) Orientation course. The course participants genuinely liked the idea of using recycled notebooks. At one of the training sessions, when we told the trainees about the recycled notebooks, EPA received a round of applause. By using the Free supplies, SAB saved \$4675 (\$44.50/notebook + \$1.00 service fee/notebook) in contract dollars, and approximately 142 square feet of landfill space.

If you would like to donate excess office supplies to the HQ Free Supply Store:

- ☐ Box supplies
- ☐ Label box "Surplus supplies"
- ☐ Complete EPA form 5100-8 (Facilities Request Form)

Or if you would like to collect some previously owned supplies for your of-

fice; stop by the EPA Supply Store in G100 (the Free Supply Section is within the Store).

Note: Several EPA regional offices including Region I and Region IV also collect, clean and re-use 3-ring binders!!

Tip: If you are re-using screen printed binders, most cleaning solvents (e.g. nail polish remover) will remove the printed information from the binders.

New Facsimile Transmittal Saves

Agencies can save dollars and paper when sending facsimile transmittals through the use of new 4 x 1-1/2 inch "FAX TRANSMITTAL" Option Form 99. The new transmittal form has a pressure-sensitive, adhesive back and can be placed on the first page of your document. This eliminates the need for a cover page and saves 32 cents, the average cost of long distance facsimiles. To order Fax Transmittals, National Stock Number 7540-01-317-7368, send a FEDSTRIP requisition to the Furniture Commodity Center, GSA 3FNI-CO, Washington, D. C. 20406.

This item is available in the EPA-HQ Supply Store.

Rural Mississippi Libraries in Need of Books

Public libraries in rural Mississippi often do not have adequate funding for books. The following is a list of libraries

currently in need of books. They have indicated what type of books they need. Books can be sent at a reasonable cost through the US Post Office. Be sure to label the box BOOKS and tell the Post Office you wish to send the box "Library Rate."

Rolling Fork Public Library
Kathleen Hawkins, Librarian
300 East China
Rolling Fork, MS 39159

Need: Black history books, black biographies, children's books.

Tchula Public Library
Yvonne Clark, Librarian
P.O. Box 248
Tchula, MS 39169

Need: Adult and children non-fiction, Western fiction books, black history books.

Inverness Public Library
Creba Jones, Librarian
P.O. Box 206
Inverness, MS 38753

Need: Children's books (picture books and easy readers especially), adult non-fiction, classics and literature books.

Drew Public Library
Maxine Stringfellow, Librarian
West Park Avenue
Drew, MS 38737

Need: Adult fiction, any children's book in good condition.

Kath Jun Sherif Library
Fay Robinson Librarian
P.O. Box 178
Moorhead, MS 38761

Need: Only accepts paperbacks. Any kind needed, especially romance and children's books.

In 1988, recycling aluminum cans saved enough energy to supply the residential electric needs of New York City for six months.

EPA-HQ News

EPA Rec Center

You asked for it and you GOT it!!! The Rec Association Store (Room 3130 Mall) now has the following recycled items in stock:

- ☐ **Facial tissue.** 100 soft tissues per box (no trees were cut for these products).
- ☐ **Bathroom tissue.** Rolls of 500 sheets, wrapped in paper, not plastic
- ☐ **Storage Bags.** These bags are made from 100% plant fiber!! They keep food fresh and leave no odors as plastic will. Microwavable and freezable too!!!
- ☐ **Stationery.** Simple and elegant designs reflecting the beauty of nature; 12 designed sheets, 12 blank second sheets and 12 matching envelopes.
- ☐ **Business Cards.** Business cards are now available on recycled paper.
- ☐ **Notecards.** Blank inside for you to send thank you greetings or warm wishes while demonstrating your concern for the environment! Eight cards and envelopes per package.

Hiking/Camping Hints

If your planning on camping or hiking trip in the wilderness, pay some attention to how you clean up:

- ☐ Try washing with soapless hot water—even the mildest of soaps puts a strain on the environment
- ☐ Remember to shampoo or wash at least 50 yards from natural water sources—not right in lakes or streams.

Federal Agency Recycling Conference II

The FARC II has been scheduled for December 3, 1991. This conference will host all federal agencies in DC-Metro area. The dual focus will be on collection of and procurement of recyclables. With one general session and working groups for building managers, recycling coordinators and procurement personnel. We hope to answer specific questions from each group. This conference is being hosted by EPA-HQ and GSA-NCR. To be added to the mailing list contact the HQ Recycling Office on FTS-382-6980.

Glass and Aluminum Update for HQ

Wanting glass collection inside Waterside Mall and Fairchild?? Well at long last this is going to be a reality!!! In late August, the Recycling Technicians will be placing throughout Fairchild and Waterside Mall metal containers: one for cans and one for glass. Glass and cans will be collected from these containers ONLY!!! They will be stationed generally in the area already occupied by a corrugated Aluminum box. The HQ Recycling Office is still investigating options for our Crystal City buildings and hope to have proposals to Facilities Management by fall.

Headquarters Recycling Office 382-6980

Gail Miller Wray
Rebecca Hockman
Rose Henderson
Tess Bateman
David Cohen

Headquarters Recycling Coordinators

OA	Betty Wonkovich . . .	382-7960
OAR	Peter Cosier	382-7755
OARM	JoAnn Levin	382-2085
Fairchild	Dan Levesque	245-3793
Crystal City	Fran Klacik	308-8808
Crystal Station	Fran Klacik	308-8808
OCLA	Amy Lucas	382-5000
OCPA	Carol Singer	382-4454
OECM	Charlie Garlow	475-7088
OGC	Ann Ryan	245-4139
OIA	Brian Muehling	245-3532
OIG	Barbara Vandermer . . .	308-8227
OPPE	Stuart Miles-McLean . .	382-7206
OPTS	Martha Price	382-3473
ORD	Lois Riley	475-7139
OSWER	Terry Grist	475-8518
OW	Caren Rothstein	382-5695
REG. OPER.	Susie Deller	382-4719

**Note on August 23, 1991 all EPA-HQ phone numbers will be switching to the WITS system.

Regional Recycling Contacts

Region I	Bill Holbrook	835-3396
Region II	Mike DeBonis	264-0002
Region III	Lillian Smith	597-1180
	Theresa Martella	597-7936
Region IV	Marion Hopkins	257-3776
Region V	Steve Butch	886-1183
Region VI	Dan Johansen	255-6760
Region VII	Cathy Tortorici	276-7435
Region VIII	Judith Wong	330-1667
Region IX	Bob Cato	484-1654
Region X	Carolyn Gangmark . . .	399-4072
EPA Labs		
Montgomery, AL	Herbert Reed	228-3408
Gulf Breeze, FL	Jimmy Stokes	934-9250
Athens, GA	Sandy Bird	546-3372
Lexington, MA	Cheryl O'Halloran . . .	860-4633
Duluth, MN	Jeff Denny	780-5518
Stennis Space Ctr., MS		
	Joseph Ferraro	601-688-3212
RTP, NC	E.B. Roberts	629-3608
	Nancy Rhue	629-5069
Las Vegas, NV	Marianne Carpenter . .	545-2168
Cincinnati, OH	William Turley	684-7213
Ada, OK	Garmon Smith	743-2316
Corvallis, OR	Betty Livingston	420-4654
Manchester, WA	Ron Blair	390-1253
Ann Arbor, MI	Chris Keller	374-8480
Helena, MT	Debbie Clevenger . . .	585-5432