



KDHE/Bureau of Waste Management

785-296-1600

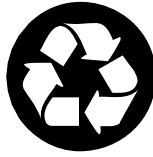
The end of the year is near, and this question is brought to mind...

What to do with last years calendars?

Desk pad calendars should be separated from the cardboard backing and placed into office paper recycling. The cardboard is collected in a Shawnee county container at the dock area. Kansas Don't Spoil it and other types of paper calendars can be put into the blue recycle totes or other collection boxes which are then dumped into the green wheeled carts at the dock area. You may have noticed that these green carts replaced the blue carts when we changed recycling contractors Dec. 1.

Our recycling contractor has provided us with a list of everything that is okay to put in office paper recycling. Coated envelopes and folders as well as posters and colored papers are recyclable. Please check the list on page 2 for exceptions.

Recycling is proven to conserve energy and natural resources. It also decreases the volume of waste material disposed into our local landfills. Kansas - Don't Spoil It. Get Caught Recycling!!



Office Paper Recycling

Accepted	Not Accepted
<p>Paper</p> <ul style="list-style-type: none"> <input type="checkbox"/> Colored sheets <input type="checkbox"/> Copy & typing paper <input type="checkbox"/> Facsimiles, post-its <input type="checkbox"/> Inter-office memos <input type="checkbox"/> Legal pads (paper only) <input type="checkbox"/> Loose-leaf pages <input type="checkbox"/> Scratch & message pads <input type="checkbox"/> Receipts <input type="checkbox"/> Shredded Paper 	<ul style="list-style-type: none"> <input type="checkbox"/> Construction paper* <input type="checkbox"/> Copy paper wrappers <input type="checkbox"/> Plastic overheads <input type="checkbox"/> Gift wrap* <input type="checkbox"/> Brown kraft bags* (grocery) <input type="checkbox"/> Paper plates and cups <input type="checkbox"/> Paper towels and tissue
<p>Data Processing</p> <ul style="list-style-type: none"> <input type="checkbox"/> Computer printouts <input type="checkbox"/> Accounting ledgers <input type="checkbox"/> Tabulating & time cards <input type="checkbox"/> Adding machine tapes 	<ul style="list-style-type: none"> <input type="checkbox"/> Diskettes <input type="checkbox"/> Microfiche <input type="checkbox"/> Photographs
<p>Mail</p> <ul style="list-style-type: none"> <input type="checkbox"/> Letters <input type="checkbox"/> Pamphlets <input type="checkbox"/> Brochures <input type="checkbox"/> Advertisements <input type="checkbox"/> Greeting cards <input type="checkbox"/> Junk mail 	<ul style="list-style-type: none"> <input type="checkbox"/> Plastic wrappers* <input type="checkbox"/> Chipboard boxes* <input type="checkbox"/> Corrugated cartons* <input type="checkbox"/> Magazines*
<p>Envelopes</p> <ul style="list-style-type: none"> <input type="checkbox"/> White mailing envelopes <input type="checkbox"/> Window envelopes <input type="checkbox"/> Pastel colored envelopes <input type="checkbox"/> Coated envelopes 	<ul style="list-style-type: none"> <input type="checkbox"/> Goldenrod Envelopes* <input type="checkbox"/> Brown kraft envelopes* <input type="checkbox"/> Synthetic fibers (tyvek)
<p>Folders</p> <ul style="list-style-type: none"> <input type="checkbox"/> Manila folders <input type="checkbox"/> Pastel colored folders <input type="checkbox"/> Coated folders 	<ul style="list-style-type: none"> <input type="checkbox"/> Expandable brown folders* <input type="checkbox"/> Hanging folders* <input type="checkbox"/> Red folders* <input type="checkbox"/> Spiral folders*
<p>Miscellaneous</p> <ul style="list-style-type: none"> <input type="checkbox"/> Paperback books w/ white paper pages <input type="checkbox"/> Manuals <input type="checkbox"/> Carbonless NCR forms <input type="checkbox"/> Posters & Bulletins 	<ul style="list-style-type: none"> <input type="checkbox"/> Paperback books w/ground wood paper and glue* <input type="checkbox"/> Telephone directories* <input type="checkbox"/> Carbon paper* <input type="checkbox"/> Blue prints

*Other recycling options may be available, please check the Kansas BIRP directory for locations. <http://www.kansasbirp.com/>, or call Kris Hicks - Waste Reduction, Grants and Public Outreach at 785 296-1026 for more information about recycling at work. <http://www.kdheks.gov/kdsi/index.html>