

recyclA

RECYCLING MADE EASY

What Can YOU Recycle At Work?

Desk-side/Paper Recycling

Your paper waste should be discarded in the recycling container under your desk. Please empty the contents of your desk-side recycling box into the taller central recycling containers located throughout the office. These will be emptied by the janitorial staff.

ITEMS WHICH CAN BE EASILY RECYCLED

85% of your waste can be recycled!



- White/Color Paper
- Fax Paper
- Envelopes
- Junk Mail
- Glossy Paper
- Magazines
- Newspapers
- Shredded Paper
- Flattened Cardboard
- Paper Clips
- Staples
- Plastic Wrappers

But, please, no garbage, no Styrofoam, and no food.