

# HOW TO

# SET UP AN INTERIOR COMPOSTING PROGRAM



## SUSTAINABILITY OPPORTUNITY:

Waste audits from campus buildings reveal that 30% of the trash Stanford sends to the landfill is actually compostable. In the landfill, anaerobic decay of food waste releases methane, which has 23 times the global warming potential of carbon dioxide. Composting greatly reduces these emissions and provides soils for agriculture and landscaping. Compostables collection is available to all Stanford's dining halls, cafes, and events, and is now available for interested buildings and departments.

## HERE'S HOW

Buildings and departments have two choices:

- 1) Voluntary Compostables Collection
- 2) Customer Funded Compostables Collection

Please see reverse page for more details on these programs.



## Stanford's Compostable Collection Program accepts:

- All food
- Soiled paper including napkins, paper towels, donut and pizza boxes
- Compostable plastics and itemed lined with compostable plastics including compostable cups, plates, utensils and to go containers
- Wood stirrers
- Plants and leaves
- Small pieces of untreated wood

## Our Goal:

PSSI/Stanford Recycling will collect uncontaminated compostables and haul them to a commercial compost facility where the materials will be turned into soil products which will enrich soils and reduce water and chemical usage. Thank you for participating in this program and helping us to reach our goal of 75% recycling by 2020!

### COMPOSTABLES

kitchen and yard waste only

 <b>All Food</b>	 <b>NO Human or Animal Waste</b>
 <b>Paper Plates &amp; Napkins</b> * including pizza & donut boxes	 <b>NO Bathroom or Facial Tissue</b>
 <b>Compostable &amp; Biodegradable Plastics</b>	
 <b>EXTRA CREDIT: Plants, Leaves &amp; Wood</b>	

THANK YOU FOR RECYCLING!  
For a complete guide to recycling, visit [www.compost.stanford.edu](http://www.compost.stanford.edu).

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# HOW TO

# SET UP AN INTERIOR COMPOSTING PROGRAM CONTINUED

## OPTION 1 Voluntary Compostables Collection



NO COST

SMALL COMPOSTABLE COLLECTION BUCKET IS PROVIDED

LINERS CAN BE PURCHASED THROUGH SMARTMART

VOLUNTEERS MONITOR, EMPTY AND CLEAN THE BINS ON A REGULAR BASIS

## OPTION 2 Customer Funded Interior Compostables Collection



COST PAID BY CUSTOMER THROUGH CUSTOMER-FUNDED BLANKET WORK ORDER

A 16 GALLON COMPOSTABLE COLLECTION BIN IS PROVIDED

LINERS ARE INCLUDED

PSSI EMPTIES THE BINS MINIMUM OF THREE TIMES PER WEEK

### How to get started:

- Identify nearest outdoor compostables collection point by contacting PSSI or looking at map online.
- Determine where the indoor compost bucket should be located; kitchen or break rooms recommended.
- Find volunteers to monitor, empty, and clean the bin on a daily basis.
- Contact PSSI to order bins.
- Empty compost daily to minimize odors and bugs. Keep lid closed.

### How to get started:

- Determine where the indoor compost bin should be located; kitchen or break rooms recommended.
- Request a quote from PSSI.
- Submit a customer funded blanket work order to PSSI.
- Once work order is received, PSSI will contact to confirm delivery.

### Prepare and Publicize

- Replace all purchases of disposable serveware with certified compostable serveware. See "Compostable Break Room Supplies" shopping list at OfficeMax in SmartMart.
- Spread the word about the new composting program! Schedule an educational staff training meeting to make sure everyone understands the new program.
- Monitor bins and reeducate users if contamination (non compostables) occurs often.



### MORE INFORMATION:

PSSI/STANFORD RECYCLING CENTER  
[http://bgm.stanford.edu/pssi\\_food\\_composting](http://bgm.stanford.edu/pssi_food_composting)

### CONTACT:

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