Joint Base Lewis-McChord Recycling and Solid Waste Disposal Guidelines

1. References.

a. FL Reg 200-1, Environmental Quality: Environmental Protection and Enhancement, 1 November 2004.

b. JBLM OPORD 13-010, Net Zero Waste and Recycling Container Requirements for Units and Activities, 3 April 2013.

c. JBLM Integrated Solid Waste Management Plan, April 2012.

d. 40 CFR 246, Source Separation for Materials Recovery Guidelines.

2. Purpose.

a. Provide and set guidelines for the Joint Base Lewis-McChord (JBLM) solid waste and recycling program, which includes and oversees recycling, refuse, and bulk refuse operations on JBLM.

b. Establish consistent procedures regarding the management and handling of solid waste that are applicable to all personnel on JBLM.

3. Scope. These guidelines apply to all organizations and activities operating on JBLM, to include Joint Base Command, Support Directorates and Support Offices; Active Duty, Reserve, and National Guard Component commands and units; civilian agencies, other tenant organizations, contractors, concessionaires; on-base residents, family members, and guests who are living, visiting, or working on JBLM.

4. Policy. Recycling is required of all parties on JBLM. Recyclables shall be empty, clean, dry and flattened accordingly prior to being separated and placed in the designated recycling collection containers. Refuse may not be placed in recycling containers. JBLM operates two recycle centers available to the JBLM community, one located on JBLM Main (building 5290) and the other on JBLM McChord Field (building 516).

a. All individuals and organizations addressed at paragraph three shall separate out from their waste streams those items that are recyclable on JBLM and shall place such items in the proper recycling collection containers. What remains of the waste stream is refuse and must be disposed of as such. For more information, consult the JBLM recycling website, to include the Unit Recycling SOP Template located there.

b. Commanders and civilian managers are directly responsible for effective implementation of their organization's recycling activities. A Recycling SOP will be created, using the template referenced in 4a, and a Recycle Officer will be appointed who will promote waste reduction and recycling. These duties can be incorporated into existing unit/activity Environmental Officer responsibilities.

c. Off-base residents (military or civilian) may not bring any refuse generated off JBLM onto JBLM for disposal. Refuse generated off base shall be disposed of off base. Local counties and cities have refuse collection sites and/or services. Contact your local districts for details.

d. On-base residents, residing in leased housing, must contact McChord Community maintenance, (253) 912-3500, for refuse and recycling collection containers and bulk pickups. Recyclables can also be taken to the recycle centers.

e. Demilitarized (DEMIL) items may not be placed into recycle or refuse containers. These items shall be taken to Defense Logistics Agency Disposition Services (DLA DS)-JBLM, amnesty boxes, or the Ammunition Supply Point for correct disposal in accordance with Installation standards.

5. Usage of Recycle and Refuse Containers. Personnel using recycle and refuse collection containers on JBLM shall fully close lids and doors when not in use and not overfill containers. Litter, debris, or liquids escaping from containers may incur a stormwater violation which can result in a notice of violation incurring monetary fines. Vehicle access to exterior containers must not be blocked. Failure to comply shall result in the containers not being serviced until all issues have been corrected. To request new containers contact the JBLM Refuse and Recycling Contracting Officer's Representative 253-477-2988 or email: usarmy.jblm.id-readiness.list.dpw-jblm-recycles@mail.mil.

6. Illegal Dumping. Individuals residing off base are not allowed to dispose of refuse on base. Doing so is considered illegal dumping. Placing refuse outside of a provided refuse collection container also constitutes illegal dumping. Anyone observing illegal dumping on JBLM shall report it to the Environmental Investigator usarmy.jblm.id-readiness.list.dpw-trash-cop1@mail.mil or the Military Police (253) 967-3107. When emailing or calling, provide as much information as possible (e.g., what was dumped, description of the person dumping, vehicle information). All members of the JBLM community are asked to be proactive and vigilant in this matter.

7. Hazardous Materials. Anyone observing hazardous material placed in a refuse or recycling container shall report it to the Military Police, (253) 967-3107, or JBLM Emergency Services (911). When calling provide as much information as possible; to include any information on the packaging that might identify the contents or nature of the hazardous material. Household hazardous waste (HHW) should never be poured down the drain, onto the ground, into storm sewers or thrown in the trash. Leftover household products that contain toxic ingredients require special disposal to avoid

harming human health or the environment. On-base residents may bring HHW to Environmental Services, building 1210 Monday through Thursday 1300-1530 or Friday 1300-1500, (253) 967-4786. Operational hazardous waste must be disposed in accordance with JBLM policies and procedures (see Appendix F of FL Reg 200-1).

8. This guideline will be given widest dissemination. All personnel shall be made aware of the guidelines and how to access them. The most current version of these guidelines will be posted on JBLM's recycling website. Organizations shall align their inspection/audit/checking procedures to include relevant requirements stated in the guidelines and to ensure organizational compliance.

9. For more information, contact the JBLM Recycling at email: usarmy.jblm.id-readiness.list.dpw-jblm-recycles@mail.mil.

Reduce, reuse, and recycle while accomplishing the mission!