Recycling Checklist for your facility

Who's in charge of recycling in your facility? Everyone can be! Use this chart to assign recycling activities to the Recycling Champions in your business. Everyone can play an important role in the recycling effort. We've left open some spaces to add other items you recycle.

Materials Accepted	**Who's Assigned to this Bin**	**Location in Facility**	**Pickup Date/Time**
Cans/Aluminum			
Mixed Paper/Cardboard			
Glass			
Plastics 1 & 2			
Chemicals and Used Oil			
Laser/ink Jet Print Cartridges			
Used tires/Rubbers			
Batteries			
Toxins (Oils, Solvents, Paints, Solvents)			
Computers and Monitors			