

WASTE GUIDELINES: WHAT GOES WHERE

SINGLE STREAM RECYCLING • ZERO SORTING • ALL OF THE ITEMS BELOW IN ONE BIN



METAL

Food and beverage cans
empty and rinse



PLASTIC

Bottles, jars, jugs, tubs
empty and replace cap



GLASS

Bottles, jars
empty and rinse



PAPER & CARDBOARD

Mixed paper, newspaper,
magazines, boxes
empty and flatten



Do not bag
recyclables;
no garbage



No plastic bags or
plastic wrap
return to retail



No food or liquid
empty all containers



No clothing or linens
use donation programs



No tangles
*no hoses, wires, chains or
electronics*

learn more at green.harvard.edu/waste and recyclesmartma.org



TIPS FOR SUCCESSFUL RECYCLING

- Before you toss an item in the trash bin, stop and ask yourself if it's recyclable
- Empty and flatten all cardboard items
- Drain beverages and food items from containers... all items should be empty, clean, and dry
- Place recycling loose (or in an old paper bag) in designated bins
- Plastic recycling numbers can be located on the bottom of the plastic items



TRASH

TRASH ONLY

Plastic bags

Films and wrappers

Styrofoam

Plastic utensils (if not compostable)

Food waste*

Napkins*

Paper towels*

*Where compost is unavailable



KEEP OUT

HAZARDOUS MATERIALS: Chemicals, Broken Glass, Etc.

Call building manager for safe disposal

ELECTRONIC WASTE: Light Bulbs, Batteries, PDAs & Cell

Phones, Chargers & Adapters, Electrical Cords

Find e-waste bin locations at green.harvard.edu/waste

BULK ITEMS: Furniture, Mattresses, Mirrors

*Bring bulk items to Freecycles or the Harvard Surplus Center at
156 Western Avenue, Allston, MA*

CLOTHING

For worn or torn clothing, use the MassDEP-supported Beyond the Bin Recycling Directory (<https://recyclesearch.com/profile/ma>) to search by type of material and your location to find out where in Massachusetts to recycle, reuse, or re-purpose items that don't belong in your household recycling bin.



COMPOST

Compost is available in dining halls, cafeterias, and many offices.

When available, compost:

Food waste

Napkins and paper towels

Coffee grounds, tea bags,
and wooden stirrers

Compostable products,
look for these symbols:

