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Los Angeles Convention Center

## DEPARTMENTAL RECYCLING POLICY FACT SHEET

In accordance with the Integrated Waste Management Act of 1989 (Assembly Bill 939) and in full support of Mayor Villaraigosa's Directive to divert 70% of municipal waste by 2015, all employees shall make every feasible effort to implement, comply, and actively participate in the following Departmental Recycling Program:

**A) Source Reduction** – Source reduction is any activity undertaken by an individual or organization to eliminate and / or reduce the amount or toxicity of materials before they enter the municipal waste stream. Source reduction activities are intended to conserve resources, promote efficiency, and reduce pollution. These activities include xeriscaping, sustainable design, composting / mulching, and business waste prevention (use of reusable products, packaging, paper use reduction, use of e-mail, double sided copying, materials exchange).

**B) Recycling** – Recycling is the process of collecting, sorting, cleaning, treating, composting, and reconstituting materials that would otherwise become solid waste, and returning these commodities into the mainstream in the form of raw materials for new, reused, or reconstituted products. Event Services and Marketing Personnel are requested to advise and encourage all potential clients and planners of the Convention Center's comprehensive recycling program and associated "green activities." All Convention Center employees and exhibitors shall deposit the following items in designated receptacles for recycling:

- Beverage Containers (glass, aluminum, plastic, and steel)
- Paper (all grades)
- Cardboard
- Toner / Inkjet Cartridges
- Scrap Metal / Steel
- Wood Pallets
- MRF Commodities (commingled recyclable material)
- Motor Oil
- Batteries (all types)
- Lighting Equipment and Supplies
- Green Waste
- Universal Waste





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## DEPARTMENTAL RECYCLING POLICY FACT SHEET CONTINUED

**C) *Recycled Products Procurement*** – To close the recycling mobius loop, all LACC employees shall abide by the City's Recycled Content Procurement Ordinance (City Ordinance #168313). The City has identified 19 products that are field proven and commercially available. Departments in need of such commodities ***should always buy such items made from recycled materials.*** Some of these items include:

- Paper
- Office Products
- Glass
- Lubricating Oils
- Plastic Products
- Rubber
- Batteries
- Compost
- Anti-Freeze
- Fiberglass Insulation
- Aggregate Base
- Cement and Concrete
- Promotional Products
- Solvents
- Paint

**D) *Sustainable Development*** – To promote the City's purchase of goods, supplies, equipment containing recycled materials, Department employees shall abide by the Purchasing Price Preference Ordinance #170485 which allows a 10% price premium for recycled products, or a total additional annual expenditure of \$2.5 million. Further, all Departmental contracts must require vendors, consultants, other City departments, and government agencies to purchase and use recycled content materials and products when feasible and while under contract.

**E) *Educational Outreach / Recycling Training*** – All LACC employees are encouraged to participate in periodic recycling training sessions offered by the Facilities Services Division.

