Fleet Activities Sasebo Qualified Recycling Program (CFAS QRP)

Recycling Program

Help Preserve and Protect Your Environment:

REDUCE
REUSE
RECYCLE

Fleet Activities Sasebo Qualified Recycling Program (CFAS QRP)

Recycling Program

REUSE

RECYCLE

REDUCE

Protect Your Environment

GO GREEN!

U.S. FLEET ACTIVITIES RECYCLING CENTER

SASEBO, JAPAN

Introduction

Commander, U.S. Fleet Activities, Sasebo (CFAS) contributes to the DoD environmental protection effort by operating a robust Qualified Recycling Program (QRP) along with other multiple environmental programs.

The QRP is committed to proper disposal of U.S. Government Property and recycles materials that would otherwise swell local landfills. Instead of increasing the volume of waste in landfills, the recyclable materials are transformed into reusable products that our community uses every day.

CFAS QRP was granted a direct sale authority on March 6, 2006 which allows CFAS to sell the recyclable materials turned in by the community, commands, tenants, and home ported ships.

The program is also authorized to accumulate up to two million dollars in the QRP account each fiscal year from the sale of recyclable materials. Sale proceeds are used to fund various projects which benefit the CFAS community. In addition to funding the program's operation cost, the QRP pays for various projects which most likely would go unfunded. Categories which qualify for QRP funding include: Pollution Abatement, Pollution Prevention, Composting, Alternative Fueled Vehicles, Infrastructure Support, Vehicle Conversion, Energy Conservation, and Occupational Safety and Health Projects. The QRP also transfers money to the Morale, Welfare & Recreation (MWR) account to fund any legitimate recreation projects. The Recycling Center is located close to Tategami Gate across the street from NEX Auto Port on the Main Base.

Why Recycle?

CFAS is required to divert at least 50% of non-hazardous solid waste generated by the base before the end of fiscal year 2013. Beyond being mandated by the U.S. government, recycling is beneficial to the environment because it prevents pollution, extends the life of landfills, preserves the earth's valuable natural resources, reduces energy consumption, creates jobs, stimulates business development, reduces disposal costs and generates revenues.

The Recycling Center is responsible for ensuring that CFAS meets the diversion requirements mandated by Executive Order (EO) 13514 which was issued in October 2009. CFAS is dedicated to making recycling and waste diversion practices as easy as possible. If you have comments or suggestions on how to improve the base recycling efforts, we welcome your feedback.

Remember that the Recycling Program is here to help and serve you.

General Information

The purpose of this guide is to provide basic instructions that will assist anyone who recycles, also identified as a "generator," in managing recyclable items, thereby improving the Recycling Center's ability to support material turn-in and property disposal requirements. Your involvement will help the QRP meet current and future goals in resource management and conservation. Adherence to this guide will result in a cleaner living environment and a safer workplace. It will help increase CFAS's solid waste diversion rate and provide monetary returns. These factors contribute to the improvement of our quality of life.

The Recycling Center accepts all recyclable items except Used Petroleum Products and Hazardous Materials. Those items should be taken to Hazardous Waste Storage Area (252-2686) or the Fleet and Industrial Supply Center's Hazardous Minimization Facility (252-3139) after coordinating a turn-in appointment with the respective facilities.

Generators are responsible for handling, storage, loading and positioning of the recyclable items until they are transferred to the appropriate recycling containers or transported to the Recycling Center.

The Recycling Center will accept all recyclable items described in the guidebook.
The Recycling Center administration relies on each generator to use common sense and foresight in applying this program to their individual needs.

Fleet Activities Sasebo Qualified Recycling Program (CFAS QRP)

Hands-On Recycling

REUSE

RECYCLE

REDUCE

Protect Your Environment

GO GREEN!

U.S. FLEET ACTIVITIES RECYCLING CENTER

SASEBO, JAPAN

Paper Recycling

White paper

The Recycling Center provides all offices with a blue "desk-side" recycling container for the collection of mixed office paper. Larger paper recycling containers are also provided for consolidation of paper while you are waiting for a pick up.

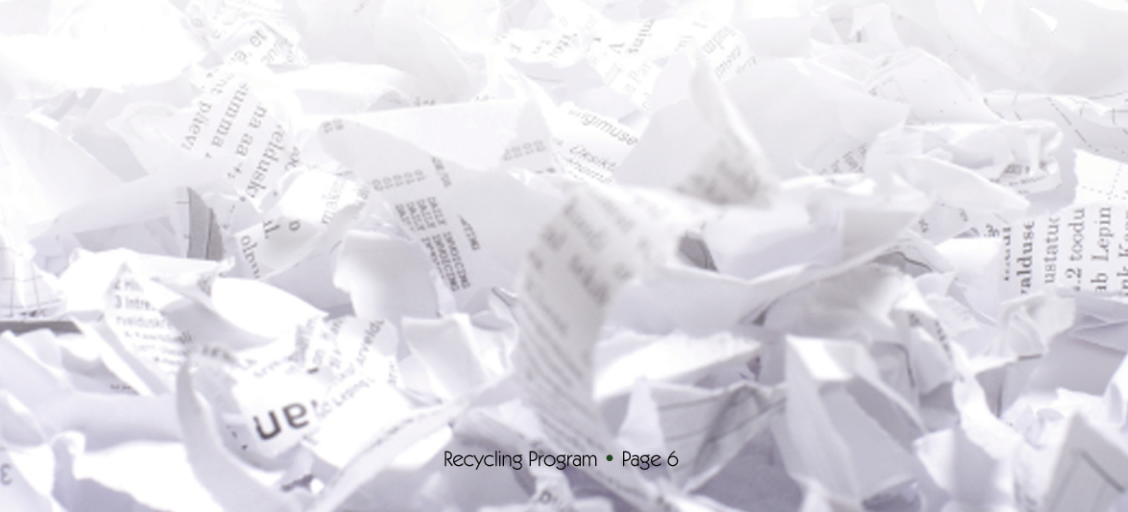
Recycling Center staff collects papers once a week. However, if your desk-side container fills up before your pickup date, we recommend emptying it into the larger container. If this container fills up before the pickup date, please call the Recycling Center to request a pickup. Offices that need paper-recycling containers may request them from the Recycling Center.

We accept the following paper products in the blue recycling containers:

- Office paper such as white office paper
- Clean white sheets from laser printers and copy machines

Colored or lower grade paper is not accepted.

Staff who are retiring, moving offices, or simply doing a major clean up of their workspace, can call the Recycling Center to schedule pickups for large volumes of paper. We will make special arrangements to pick up these materials outside of the normal collection schedule.



Shredded Paper

- Office shredded paper
- Paper shredded at the Recycling Center

The Recycling Center staff picks up shredded paper during their weekly paper run.

Individuals can come to the Recycling Center each Thursday to shred their personal information papers using the Recycling Center's paper shredder.

Newspaper

The Recycling Center staff picks up newspapers from the Stars & Stripes office.
Customers can bring their newspapers to the Recycling Center.

Offices can collect their newspapers in a container labeled "Newspaper for recycling" and compile them at one location in their office or building. The Recycling Center staff will collect newspapers during their weekly run.

Books

Customers can drop off their books at the Recycling Center.

Cardboard

Corrugated cardboard boxes should be flattened and deposited in the blue cardboard recycling containers found at different locations on Main Base, Main Base Housing (Dragon Vale) and Hario Housing, where they will be picked up by the solid waste contractor for recycling. Contaminated cardboard, like pizza boxes, are not accepted. Contact the Recycling Center to locate the nearest base cardboard collection point in your area.

Mixed paper

Mixed paper is the catchall for types of paper not specifically mentioned above. Everything you can imagine from magazines to packaging is acceptable.
Mixed paper includes:

- Colored paper
- Downgraded white office paper recycled with mixed paper
- Single ply cardboard such as food containers
- Folders
- Glossy paper
- Mail
- Advertisement paper
- Paper ream wrappers
- Paper egg cartons
- Cereal boxes
- Frozen food boxes
- Carton food containers
- Shoe or clothing boxes
- Gift Wrapping
- Paper bags
- Blueprints

Mixed paper must still be clean, dry, and free of food, most plastic, wax, and other forms of contamination. Staples are okay.

Bag your mixed paper in clear transparent plastic bags and drop them off in the blue cardboard recycling containers found at various locations on the Main Base, Main Base Housing and Hario Housing. The solid waste contractor will pick them up. Please exclude the items listed on page 12.

Paper not accepted:

- Food contaminated paper
- Stained paper
- Waxed paper, milk & juice cardboard containers
- Oil-soaked paper
- Carbon paper
- Sanitary products or tissues
- Thermal fax paper
- Stickers and plastic laminated paper such as fast food and candy wrappers, juice boxes and pet food bags
- Paper with any sort of plastic layers
- Paper cups
- Paper or plastic plates
- Non-recyclable trash
- Diapers (clean or soiled)
- Finely shredded paper

Alternately, you can choose to bring your office paper, newspapers, magazines, mixed paper and books directly to the Recycling Center. It is not advisable to mix recyclable paper with trash or to leave bags of recyclable paper by the dumpster since stained and wet papers lose their recyclable value and become regular trash.

The key to remember with the paper recycling program is if the paper is clean, dry and free of food, most plastic, wax, and other contamination, it can be recycled.

All paper collected through this program is hauled to a processing facility in Sasebo. The paper is baled and sent to mills. Then it is pulped and converted into a variety of new products which include building insulation, writing and copier paper, newsprint, paper towels, bathroom tissue, linerboard and new paper for a variety of uses.

Surplus Property

Surplus Property consists of U.S. government-owned items that are no longer needed by commands, tenants and U.S. ships, including but not limited to: office equipment, vehicles, computers, furniture, appliances and military items. Prior to turning in or disposing of any property, an appointment must be made with the Recycling Center Office (252-3685). Four copies of DD Form 1348-1A must accompany U.S. Property or Material that are to be "turned in."

In addition, when you call to schedule an appointment, ask if there are special turn-in requirements for the items you would like to dispose. Do not leave property on the piers, in the dumpsters, or outside of buildings. Abandoning government property in this manner is a violation of CFAS policy and can create safety and security hazards.

The type and condition of surveyed equipment determines whether the items are reused or recycled. Several options exist, including:

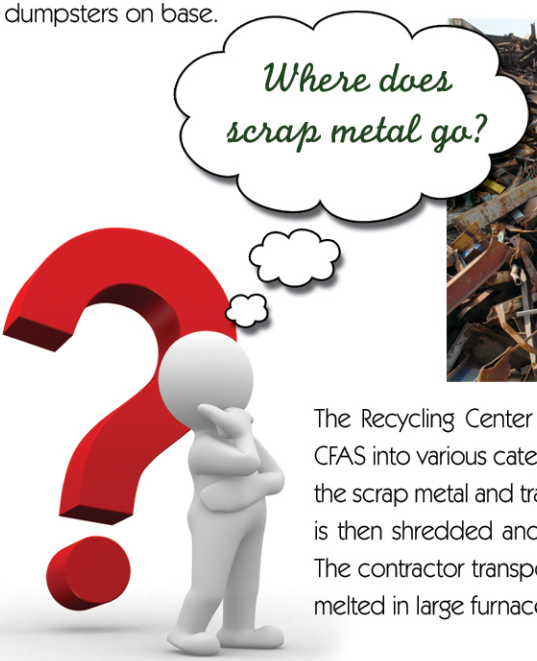
- Making property available to other departments and Sasebo's U.S. ships.
- Sending equipment to Defense Reutilization and Marketing Office (DRMO) in Iwakuni to be issued to U.S. commands and agencies worldwide.
- Selling items on the DRMO's Web site in an online public auction under contract with the Defense Reutilization and Marketing Service (DRMS). Registration with DRMO is required prior to accessing DRMO's sales Web site, bidding on items or receiving DRMO sale notices and catalogs.
- Dismantling property into separate components for demilitarization or recycling.

Scrap Metal

Scrap metal items are generated throughout base as part of ongoing operations at the various commands, tenants, ships and contractors. These items include, but are not limited to: pipes, angle iron, desks, chairs, cabinets, bicycles, ovens, washing machines, dryers, wire rope, chains, pots, pans, doors, pipes, valves, tubes, panels sinks, pans, panels, tables, juice dispensers, ice cream makers, grills, shop residue with ferrous and nonferrous attachment, air conditioners, radiators, electric wire, communication wire and cable, weight and calibrators.

Generators should bring all scrap metal generated on base to the Recycling Center. Generators are responsible for the transport and delivery of scrap metal. Departments that generate large amounts of scrap metal items should request temporary bins for collection.

Household scrap metal can be turned in at the Recycling Center or dropped off at the green dumpsters on base.



The Recycling Center staff separates all scrap metal collected at CFAS into various categories. Local scrap metal contractors pick up the scrap metal and transport it to a processing facility. The material is then shredded and separated from non-metallic components. The contractor transports the scrap to a facility where the metal is melted in large furnaces and rolled into new metals.

Wood

Commands, departments, tenants and ships generate wood scrap during normal operations. Other departments generate scrap wood during clean outs or renovations. Departments that have large amounts of wood should make disposal arrangements with the solid waste contractor for them to come and collect their wood. Please contact the Recycling Center at 252-3936 for assistance when you need to coordinate large pick ups.

Pallets

Pallets should be brought to the Recycling Center where the good pallets are stored until they are reissued upon request. Broken wooden pallets are placed in the wood recycling pile and the plastics one are placed in the industrial waste pile until collected by the solid waste

The solid waste contractor takes the scrap wood to Sasebo's Construction & Demolition (C&D) waste recycling facility where it is ground in tub grinders and later used in a variety of ways, including but not limited to: mulch, compost, farm animal bedding, wood products, firewood and bio absorbent compounds.

Computer & Electronics

- Electronic scrap & Foreign Attachments: Electronic scrap primarily consists of donated privately-owned monitors, computers, radios, microwave ovens and various other small household appliances. Foreign attachments are namely air conditioners, television sets, refrigerators and washing machines.

Used computer monitors or televisions generated by households are not considered hazardous waste and are not regulated under Federal regulations. However, Japan's Home Appliance Recycling Law prohibits the landfill disposal of old electronic components such as computer hard drives, monitors, televisions, and any equipment that contains mercury, lead, and other potentially dangerous heavy metals that can pollute the environment.

Prior to discarding any computer equipment, first erase all information from the hard drive or remove the hard drive to safeguard your information.

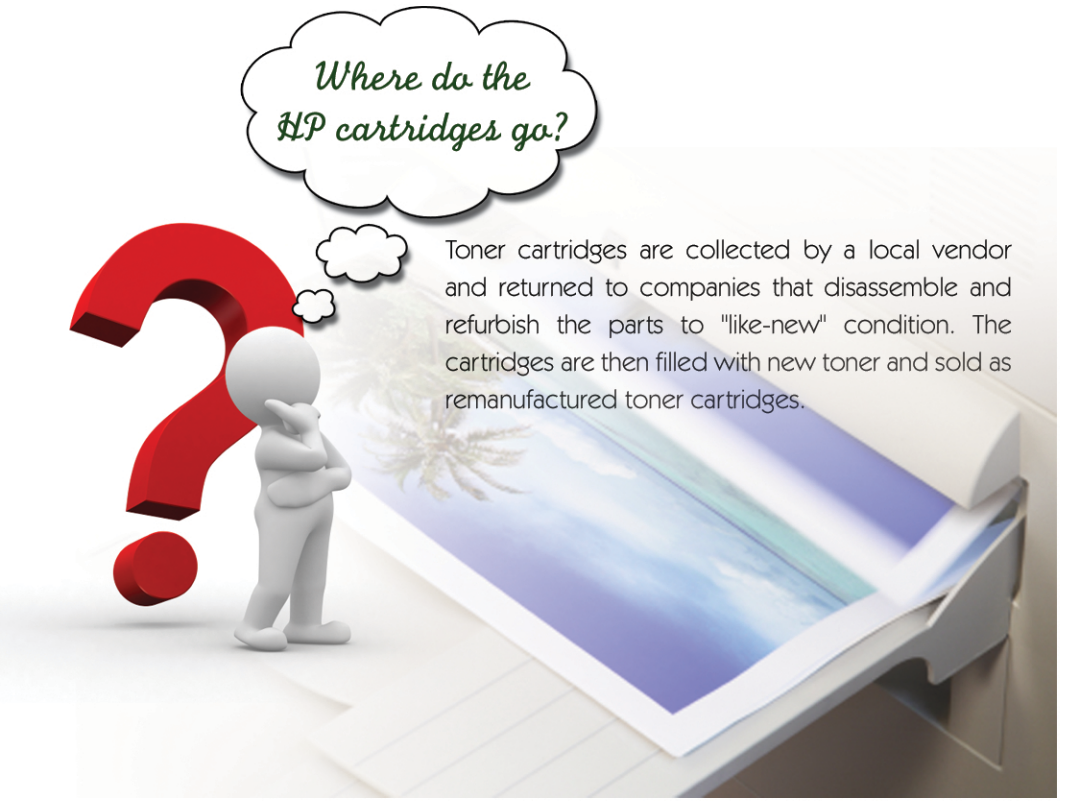
U.S. government computers and electronics regardless of their condition are handled as surplus property and therefore sent to DRMO Iwakuni.

Privately-owned computers and electronics that are donated to the Recycling Center are transported by a base contractor to a local recycling facility.

Hewlett Packard (HP) Toner Cartridges

HP toner cartridges should be placed back in their original box and taken to Recycling Center for recycling. Please do not put toner cartridges in with mixed paper or other recyclable materials.

Ink jet and other brands of cartridges should be sent to Hazardous Waste Facility for proper disposal.



Toner cartridges are collected by a local vendor and returned to companies that disassemble and refurbish the parts to "like-new" condition. The cartridges are then filled with new toner and sold as remanufactured toner cartridges.

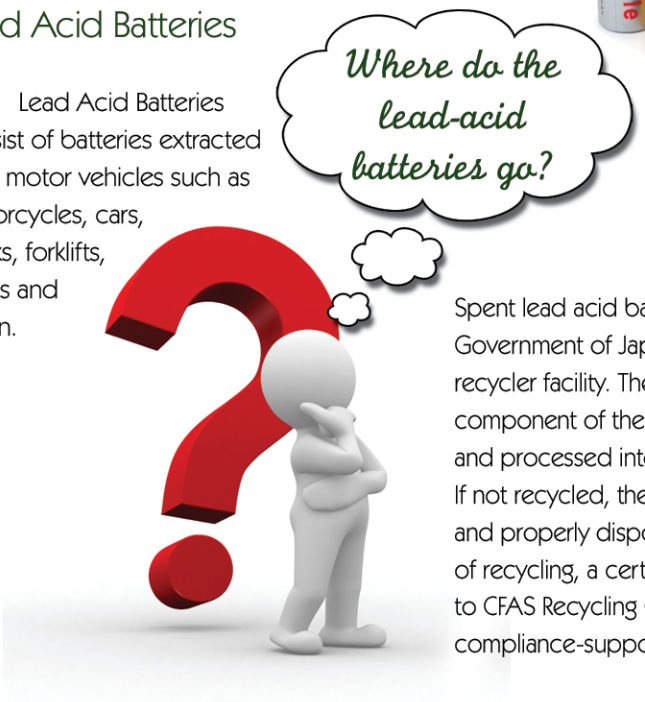
Batteries

All types of used batteries should be turned in to the Hazardous Waste Facility where they will be processed and transferred to the Recycling Center for further processing. Household generated batteries should be dropped off in the household hazardous waste disposal bins located at the Recycling Center entrance. The disposal bins are located next to the front gate of the Recycling Center.

Used batteries that have exhausted their life span should not be thrown in the trash. They contain toxic materials that can contaminate ground water when landfilled or cause air pollution when incinerated.

Lead Acid Batteries

- • Lead Acid Batteries consist of batteries extracted from motor vehicles such as motorcycles, cars, trucks, forklifts, boats and so on.



Spent lead acid batteries are transported to a Government of Japan certified batteries recycler facility. The lead and plastic component of the batteries are then recycled and processed into material.
If not recycled, the acid is neutralized and properly disposed of. Upon completion of recycling, a certified recycling report is sent to CFAS Recycling Center as a compliance-supporting document.

Commingled Plastic, Glass Bottles and Cans

The wire mesh containers located beside the green dumpsters on base and the tall wire mesh containers at Nimitz Park are for glass, plastics bottles and cans (aluminum and tin). The Recycling Center staff services the containers regularly. To report a full container that needs collection, contact the Recycling Center at 252-3936.

Navy Exchange (NEX) vendors provide can and bottle recycling containers beside the vending machines. They are serviced by NEX vendors on a regular basis.

Where does commingled glass, plastics and cans go?

CFAS's Solid Waste Contractor takes the commingled glass, plastics and cans to a material recycling facility (MRF) where different materials are separated and baled. Later, the solid waste contractor ships the plastics, bottles and cans to melting plants where they are melted in large furnaces and rolled into new materials.

Bulk Items

Large household generated items of solid waste such as household appliances, furniture, large auto parts, trees, branches, stumps, and other oversize wastes whose large size precludes or complicates their handling should be brought to the Recycling Center for disposal.

Hours of Operation

Come visit and support the CFAS Recycling Center (situated across the street from the NEX Auto Port) during these hours: Monday to Friday from 8 a.m. to 4 p.m. The Recycling Center closes for lunch from 12 to 1 p.m. and during weekends and federal holidays.

FOR MORE INFORMATION

Contact:

1. CFAS PWD Environmental at 252-3369.

2. Recycling Center U.S. Government Property Disposal at 252-3936.

3. Visit the Recycling Center section of the Environmental Division's page on the CFAS Web site located at:
https://www.cnic.navy.mil/navycni/groups/public/@pub/@japan/@sasebo/documents/document/cnicp_a133848.pdf

Though this guide has concentrated mostly on presenting the recycling opportunities available at CFAS, we do not want to omit waste reduction which is one of the most important aspects of any effective waste management program.
Waste reduction (also known as waste prevention) is the practice of minimizing or reducing waste generated from the start, in an effort to have less to discard or to recycle at the end.

The key to any successful waste reduction practice is thinking ahead and determining the necessity of what you are generating.

REUSE
RECYCLE
REDUCE
Protect Your Environment
GO GREEN!
U.S. FLEET ACTIVITIES RECYCLING CENTER
SASEBO, JAPAN

Major Projects

Funded by CFAS QRP

In fiscal year FY08, QRP funded various projects up to the amount of $596,984, and in fiscal year FY09, QRP spent $480,327 on projects. These projects include but are not limited to

MWR projects such as

- Installation of Safety Fence at Nimitz Park Playground
- Sport Fencing for Special Events
- Christmas Lights
- Military Appreciation Day BBQ in Nimitz Park
- Annual TV & Internet Fees
- Sports Official's Fees
- Replacement of Sports Score Boards
- Replacement of Treadmills
- Replacement of Metal Lockers
- Electrical Upgrade for Nimitz Park
- Youth Sports Uniforms
- Entertainment for 2009 4th of July Celebration
- Procurement of Two Hybrid Vehicles
- Annual Youth Sports Fees
- Construction of pavilions at Nimitz Park
- Renovation of Hario Teen and Pre-Teen Center

Environmental projects such as

- Earth Day Activities
- Lease of parts washing machines and solvents recycling service
- Development of GIS Layers for Environmental & Emergency Response (Still in development)

Energy Conservation projects such as

- Energy Conservation Incentive Investment
- Movable Energy Awareness Bulletin Board

Occupational Health and Safety projects such as

- Safety Awards
- CPR Program
- Naval Branch Health Clinic Emergency Contact Magnet
- Respirator Program
- Safety Fair

REUSE
RECYCLE
REDUCE
Protect Your Environment
GO GREEN!
U.S. FLEET ACTIVITIES RECYCLING CENTER
SASEBO, JAPAN

Revenue generated by the sale of materials you recycled supports the mission and MWR.