



KEEP TROY BEAUTIFUL BUSINESS RECYCLING

A Few Things to Help You Get Started...

Recyclable Materials:

- Paper (notebooks, post-its, folders, envelopes, shredded paper, loose paper, etc.)
- Cardboard Products (boxes, file folders, cardboard tubes, etc.)
- Plastic Bottles (soda bottles, milk jugs, juice bottles)
- Aluminum Cans (soda cans)

Getting Started



Call 311, Environmental Services at 334.566.1133, or Keep Troy Beautiful at 334.670.6058 for more information on business recycling!



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Employee Engagement and Recognition:

- In order to make recycling in your business a success, you'll need a few ways to kick start things with your employees.
- Engaging your employees by creating competitions or even throwing a party in honor of your success can really help encourage everyone in the work place to start recycling.
- Recognizing people for their dedication to recycling will help encourage their peers to recycle as well.
- You can find more ideas on different rewards and activities for your employees at <http://recyclingatwork.org/tools-resources/#>

Extra Tips to maximize recycling:

- Make sure to place recycling bins in frequently used and convenient areas, like next to the copier or another large trash can used by everyone in the building. You can even go as far as giving each employee their own recycling bin to put next to their personal trash can. Remember the more convenient recycling is the more people will participate.
- You can purchase small recycling bins for your employees or simply buy another trash bin to use as a recycling bin instead.
- Recycling Signs placed around the office will not only help keep recycling on your employees mind, but will also show your customers that you care. Signs should be placed near the bins and/or at any place that is considered a high traffic area.
- If you think you might be too busy to organize the recycling program for your business, appoint an employee that is passionate about recycling to take charge of it. This will give you less work and allow your employee to transfer their passion for recycling to their fellow co-workers.
- If you're in need of any additional tips to help make recycling in your business a success visit <http://recyclingatwork.org/> for more information.



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