

# USDA ARS CNRC-Based SOPs

---

## Safely Recycling Aluminum Containers

### REFERENCES:

Executive Order 13423 requires federal agencies to explore recycling options.  
REE Manual 230, "Safety, Health & Environmental Management Program"  
ISO Standard 14001, "Environmental Management Systems".

### BUSINESS UNIT: Children's Nutrition Research Unit (CNRC)

This SOP has been written for the CNRC Personnel to maintain an active part in recycling aluminum containers on a regular basis.

### ASPECT: Use of Aluminum Containers

### IMPACT(S):

1. Depletion of aluminum resources,
2. Filling landfill with waste paper,

### FOR THE IMPACTS, ARE THERE:

1. Emergency preparedness issues? None
2. Compliance issues? Executive Order 13423 requires federal agencies to explore recycling options.

### HOW WOULD YOU CHARACTERIZE THE PRIORITY OF EACH IMPACT?

1. Depletion of aluminum resources: High priority
2. Filling landfill with waste paper: High priority

### PURPOSE OF THE SOP FOR RECYCLING ALUMINUM CONTAINERS:

1. The purpose of the SOP is to provide guidance on where the Recycle containers are maintained.
2. Guidance on what NOT to put in the Aluminum Containers.

### SCOPE STATEMENT ON THE RECYCLING OF ALUMINUM CONTAINERS:

1. This procedure applies to all personnel involved in the use of aluminum containers and the removal of those containers to a recycling Bin for removal process.
2. DO NOT put glass, plastic, food, or other NON-Aluminum containers in the Recycle Bag.

### INSTRUCTIONS:

1. An Aluminum Recycle Bin is located in rooms 2027; 3000; 5007; 6009; 7007; 8007; 9007; 10009; 11005 and 2<sup>nd</sup> floor vending area.
2. DO NOT put plastic containers or glass containers in the plastic bin.
3. Once the Plastic Bin Container has been filled, contact CNRC Loading Dock for pick up of filled bags. Additionally, CNRC Loading Dock personnel will routinely monitor collection sites to ensure bins are not overfilled and will remove as necessary.

# USDA ARS CNRC-Based SOPs

---

4. Once collected, a weight will be entered on the CNRC Green calendar on the day the item will be submitted to BCM for recycling (either Tuesday/Thursday) from the loading dock

**MONITORING:** None

**CORRECTIVE ACTION:** None

**VERIFICATION AND RECORD KEEPING:**

1. The EMS Coordinator will maintain on the Green Calendar the dates of removal and weight collected to maintain the total weight of aluminum recycled for report to ARS EMS reports.

DATE EMPLEMENTED: January 1, 2014

BY: Perry Rainosek

DATE REVIEWED: February 28, 2014

BY: Dr. Dennis M. Bier

DATE REVISED: \_\_\_\_\_ BY: \_\_\_\_\_