

Promoting learning, actions and practices that incorporate social, environmental, and economic sustainability in our communities is a Guiding Principle at Delta College. We've adopted the Triple Bottom Line model to lead us in making sound sustainable decisions to remind us that finance intersects with the environment and with the best interest of society. In other words, it reminds us to make a difference in the way we live and work while being mindful of the interconnectedness of people, profit, and the planet.

RETURNABLE BEVERAGE CONTAINER COLLECTION GUIDELINES

The collection of returnable beverage containers offers an opportunity for student clubs and organizations and faculty and staff groups to fundraise and/or donate to charitable organizations. Requests for the collection of returnable beverage containers as an activity must be submitted to the Sustainability Office. Please review the program guidelines and responsibilities listed below. The requestor must complete and submit a *Request for the Collection of Returnable Beverage Containers* to the Sustainability Office to be considered for approval. Questions regarding the guidelines, responsibilities, or questions, should be directed to sustainability@delta.edu or x9209.

- 1) Returnable beverage collection receptacles must be emptied when full. Contents must be removed from campus. On-campus storage is not available and storage within the department of the club/organization/employee group is not permitted.
- 2) Collection of returnable beverage containers requires the club/organization/employee group to also empty the non-returnable beverage receptacles. Non-returnables will be removed from the receptacle and contained in the liner bag. Secure the contents by tying the top closed. Wheeled gondola totes (blue with white recycle decal) are available to transport the full bags to the Shipping & Receiving area (P106) by the club/organization/employee group. Gondolas are stored in Shipping & Receiving, P106.
- 3) Please take care to contain all materials in the plastic bags. If there are excessive contaminants in a collection container, do not empty the container. Notify the Sustainability Office (686-9209) of the location. Fresh liners must be placed in all receptacles as they are emptied. An extra liner bag will be placed in the bottom of the bin, as well. Liners will be provided by the Sustainability Office.
- 4) Only the square metal recycling containers are available for collections. Food Service containers are not included in the program. A list of collection sites will be provided on approval of the request. There are 30 returnable and non-returnable beverage receptacle locations on main campus.
- 5) Prior to the approved collection start date, the club/organization/employee group will schedule a time to meet with an Eco Rep. The Eco Rep will introduce the program and guidelines, provide a list and a visual map of the locations, and the storage area for non-refundable containers.
- 6) Assignment is made on a first-come / first-opportunity basis with priority given to groups who have not yet participated during the academic year.
- 7) Groups will not tape, paste, or otherwise attach any signs to the receptacles.
- 8) Groups must return a copy of the returnable deposit receipts to the Sustainability Office, B163.
- 9) The opportunity for theft should be recognized by the club/organization/employee group. Delta College, Facilities Management, and the Sustainability Office are not responsible for theft or vandalism of the collectibles.
- 10) Leaks, spills, and theft must be reported immediately to the Sustainability Office at 686-9209 or to Facilities Management, Operations & Maintenance, at 686-9240.
- 11) The following instances may be reason to cancel the program:
 - a. Unauthorized on-campus storage
 - b. Receptacles not regularly maintained (ie, overflowing, dirty)
 - c. Non-returnables beverage containers not transferred to Shipping & Receiving.
 - d. Failure to return copy of the returnable deposit receipts

Request for the Collection of Returnable Beverage Containers

As a Fundraising / Charity Activity (Return completed form to Sustainability Office B163)

Please respond to the following and return to Sustainability Office (B163):

Name of the Club/Organization/Employee Group _____

Club/Organization/Employee Group Contact _____

Office _____ Phone _____ E-Mail _____

We will be collecting containers as a (check one):

_____ Fundraising Activity _____
(Indicate Activity)

_____ Charitable Donation _____
(Indicate Charitable Organization)

Has the requesting group agreed to the Returnable Beverage Container Guidelines? ___ Y ___ N

Length of time the club/organization/employee group requests to collect beverage containers?
Please select 1st, 2nd, 3rd choices and length of time (2 weeks to one month). Choice is dependent on availability.

	Preferred		Alternate		Alternate
	Jan		Jan		Jan
	Feb		Feb		Feb
	Mar		Mar		Mar
	Apr		Apr		Apr
	May		May		May
	Jun		Jun		Jun
	Jul		Jul		Jul
	Aug		Aug		Aug
	Sep		Sep		Sep
	Oct		Oct		Oct
	Nov		Nov		Nov
	Dec		Dec		Dec

Signature _____ Date _____
(Club/Organization/Employee Group)

Signature _____ Date _____
(Club/Organization Sponsor)

[] Approval [] Declined / Reason: _____

Signature _____ Date _____
(Sustainability Office)