

Waste and Recycling Policy

October 2006

The University is committed to sustainable waste management through reducing our consumption of materials, encouraging re-use where possible and promoting recycling and the use of recycled materials. We will actively encourage the recycling of office waste paper, cardboard, computers & other electrical equipment, mobile phones, toner cartridges, cans, plastics, glass, batteries, wood and fluorescent light tubes. In order to accomplish this aim the university will:

- Advise staff on how to minimise the production of waste by the utilisation of waste reduction techniques
- Provide facilities for recycling on campus
- Give guidance and information to staff and students to facilitate their participation in the recycling of their waste
- Provide targeted staff training through Staff Departmental Development Unit to inform new members of staff about recycling initiatives so enabling waste reduction and maximisation of the quantity of materials recycled
- Set targets for the reduction of waste to landfill and for recycling
- Monitor the quantities of waste sent to landfill and recycled. Report progress against set targets
- Work with other agencies to ensure that adequate waste management and recycling facilities are available
- Promote and make full use of services offered by suppliers who will collect and recycle any used items
- Request waste minimisation, reduction and recycling information in all future waste management contracts

For further information see www.leeds.ac.uk/environmental