



**Mount
Sinai**

RECYCLING AT MOUNT SINAI

Guide and Frequently Asked Questions

July 2017

QUICK REFERENCE

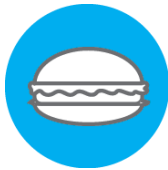
RECYCLE

- Paper
- Plastic Bags
- Glass
- Metal
- Plastic Containers
- Cardboard and Paper Cups



GARBAGE

- Food
- Coffee cup lids
- Dirty paper towels
- Carbon paper
- Liquid
- Styrofoam
- Used tissues
- Straws
- Plastic utensils
- Condiment packets
- Cold cup lids
- K-cups and Creamer cups



SPECIAL CIRCUMSTANCES

These items have separate disposal instructions and should not be mixed with recycling or trash.

- Batteries
- Appliances
- Window Glass
- Electronics
- Needles/Syringes
- Light Bulbs
- Mirrors
- Wires
- Hazardous Materials/
Lab Waste

FREQUENTLY ASKED QUESTIONS

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What do I recycle?

Most plastics, glass, and paper products can be recycled. However it is important that all recyclables are dry.

“Our Recycling Center encourages all staff to make sure that NO food waste (what we call wet waste) goes into your recycling bins.”

“Food waste destroys the integrity of the plastics, paper and cardboard making them unable to be recycled. Furthermore, food waste will destroy the other recyclables in the bin. This will force material that could have been recycled into a landfill. Help us work together so that our efforts to recycle and make NYC a greener place are more effective and keep "wet waste" out of recycling.” - *Action Environmental Group*

Which cans are for recycling and which are for trash?

Every container with a GREEN bag liner is for recyclable materials ONLY. It is OK to co-mingle all of the recyclable materials together in the same bin. Small bins without liners are also for recyclables only.

If you have any trash items, such as coffee cup lids, plastic silverware, Styrofoam, food, napkins, used tissues, etc., please put them in a trash receptacle lined with a CLEAR bag. You may ask your custodian to set up both trash and recycling bins at various convenient locations on your floor so you have easy access to dispose of items into their respective bins.

Tip: Put the bins side-by-side for easy “one stop dropping”! Ask for laminated posters on what to recycle or print them out [here](#).

SPECIAL NOTE ON OFFICE RECYCLING:

- Desk-side bins in offices and cubicles will be ONLY for recyclables.
- Desk-side recycling bins (usually small in size) will NO LONGER BE LINED with a plastic bag.
- Co-mingle all recyclables (glass, plastic, paper)—no sorting required!
- Throw food and liquid waste in the garbage/sink before discarding recyclables. No rinsing required, just make sure containers are empty!
- Trash bins lined with a CLEAR bag will be located strategically around the floors in hallways, kitchens, lounges, classrooms and conference rooms.
- Larger recycling bins lined with a GREEN bag will be located strategically around the floors in hallways, kitchens, lounges, classrooms and conference rooms.
- Again, trash bins will be lined with a CLEAR plastic bag.
- Again, larger recycling bins will be lined with a GREEN plastic bag.
- Styrofoam, plastic utensils, coffee cup lids CANNOT be recycled. Lids and utensils are made of Styrofoam.
- The key to this new program is to make sure all wet and food waste go in the trash cans only!
- Recyclables must be kept dry.

What about the blue and green cans and bins that say recycle on the side?

Use all green and blue colored containers for recyclable materials as well as any container with a green liner. Green and blue colored containers should be lined with a green bag not a clear bag! If you find a green or blue colored container in need of a green liner bag please notify your office manager or email sustainmountsinai@mountsinai.org.

Where can I recycle at Mount Sinai?

You can recycle anywhere where the bin is marked for recycling (i.e., currently the green or blue containers) or use any container that has a green liner.

SPECIAL NOTE: Offices no longer have green liners in desk side recycle bins. See SPECIAL NOTE above.

Do I have to sort different recyclables from each other?

No, the only thing you must do is sort trash from materials that can be recycled.

So are you saying I can put metal, glass, plastic and paper all in the same recycling bin?

Yes! Recycling is much easier than it used to be. The good news is that you don't need to sort recyclables anymore. In fact many more things are recyclable now than they used to be and can go in the recycling bin. Please review the quick list above for all items that are recyclable.

Are the recycling rules at Mount Sinai Health System the same as in New York City?

No! We use private haulers and they have different recycling rules.

Do I *have* to recycle?

Yes! It is a new policy of the Mount Sinai Health System that all employees must correctly recycle.

Do I recycle papers with patient information?

No! Anything with protected health information (PHI) **MUST** go in confidential recycling.

When you say wet, how wet is too wet to recycle?

"No wet recyclables" simply means that there is no liquid sloshing around. The droplets of coffee or water left behind are not an issue however the last gulp of a drink would be. A good rule of thumb would be to hold up the container as if going to take a drink. If you are not able to drink then you should have no problem recycling.

Can I put food or liquids in recycling?

No! Food and liquids make recycling difficult. Trace amounts of food and liquids are unavoidable and do not cause problems however anything more than this is an issue. If there is a bite of food or a gulp of drink do not throw it in the recycling. Pour the liquids down a drain and put the food in the trash, along with Styrofoam containers and plastic utensils. Plastic food containers can go in the recycle bin.

Do I have to rinse food from recyclable containers?

No. No need to rinse containers but be sure to throw away in the trash any leftover food or liquid before putting recyclable containers into the GREEN BAG. Please see SPECIAL NOTE above for office recycling.

Do I have to look at the numbers inside the chasing arrows on the bottom of plastic containers to decide if it is okay to recycle?

No! The number doesn't matter. All plastics numbered #1-#7 can go in a recycling bin. The only plastic items that must go in the TRASH are plastic silverware; coffee, soup and oatmeal lids; plastic straws; cold cup lids; coffee K-Cup; creamers; and condiment packets.

What if there is some liquid left in a bottle, cup, or container -- Can I still recycle it?

Throw the liquid down the drain and put the empty paper or plastic cup or bottle in the recycling.

Does it matter if a bottle cap is on or off a bottle or container when I put it in the GREEN BAG?

No, it does not matter.

Where do materials that are to be recycled go when they leave Mount Sinai? How can I be sure they are recycled correctly?

They are brought to a MRF (Municipal Recycling Facility) where all materials are sorted. See the sorting process in [this video](#).

What about rebates on bottles and cans, does Mount Sinai receive the rebate?

No, all bottles and cans are recycled in the same way regardless if they are deposit bottles. We get credited back for all scrap metal at a per ton rate.

How are the recycling rules determined?

Mount Sinai's recycling is taken to Action Environmental Group in the Bronx. [See their Recycle list here](#). To watch a brief video on Action's Optical Sorter, [click here](#).

Where can I get more information about recycling at Mount Sinai Health System?

If your question is not answered by reading through below, please contact *Sustain* Mount Sinai at sustainmountsinai@mountsinai.org

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Category	Item	Recycle	Garbage	Special	Notes
Glass	Bottles	✓			
	Empty food containers	✓			
	Pyrex glass		✓		
	Broken glass			✓	Place in sharps container or call housekeeping.
Plastic	Plates	✓			
	Serving trays	✓			
	Containers used for microwaving	✓			
	Shopping bags	✓			
	Straws		✓		
	Cold cup lids		✓		e.g., Iced coffee, deli iced tea, lemonade, etc. lids
	Hot lids		✓		e.g., Hot coffee cup, soup, and oatmeal lids
	Saran wrap or plastic wrap		✓		
	Plastic FedEx envelopes		✓		
	Shipping envelopes with bubble wrap		✓		
	Shipping envelopes with fluffy stuffing		✓		
	Plastic utensils		✓		
	Plastic coat hangers		✓		
Plastic old furniture				✓	Based on your location, e-mail: MSH Heriberto.capote@mountsinai.org MSBI Gregory.Camacho@mountsinai.org MSW Yvonne.Guariglia@mountsinai.org MSSL Yvonne.Guariglia@mountsinai.org MSBK Michael.Maffuccio@mssm.edu MSQ Michael.Maffuccio@mssm.edu NYEE Sal.Tranchina@mssm.edu
Paper	Paper	✓			Except for protected health information.
	Plates	✓			
	Post-it notes	✓			
	Magazines or newspapers	✓			Based on your location, e-mail: MSH Heriberto.capote@mountsinai.org MSBI Gregory.Camacho@mountsinai.org MSW Yvonne.Guariglia@mountsinai.org MSSL Yvonne.Guariglia@mountsinai.org MSBK Michael.Maffuccio@mssm.edu

Category	Item	Recycle	Garbage	Special	Notes
Paper					MSQ Michael.Maffuccio@mssm.edu NYEE Sal.Tranchina@mssm.edu
	Books	✓			Based on your location, e-mail: MSH Heriberto.capote@mountsinai.org MSBI Gregory.Camacho@mountsinai.org MSW Yvonne.Guariglia@mountsinai.org MSSL Yvonne.Guariglia@mountsinai.org MSBK Michael.Maffuccio@mssm.edu MSQ Michael.Maffuccio@mssm.edu NYEE Sal.Tranchina@mssm.edu
	Office files	✓			Except for protected health information.
	Manila envelopes	✓			
	Cardboard boxes	✓			
	Boxboard	✓			e.g., Egg crates, shoe boxes.
	Paper napkins			✓	
	Paper towels			✓	
	Toilet paper			✓	
	Tissue paper			✓	
	Soiled, wet paper of any kind			✓	
	Single use sheets			✓	e.g., Handi Wipes.
	Waxed paper			✓	
Waxed cardboard			✓	If you can see or feel waxy residue when you scrape a box with your fingernail, it is waxed. These are usually used primarily to ship produce. They may not look shiny.	
Food Packaging	Juice boxes	✓			
	Yogurt cups	✓			No need to separate the aluminum foil lid.
	Pizza boxes	✓			
	Cereal boxes with plastic liners	✓			
	See-through bags	✓			e.g., Tostitos, Doritos.
	Mixed tinfoil and paper	✓			e.g., Pepperidge Farm cookie bags.
	Shiny on the inside bags			✓	e.g., Snack packs; Potato chips, Sun Chips, Fritos.
	Waxy shiny packets that hold tea bags			✓	
	Condiment packets			✓	e.g., Salad dressing, ketchup, mustard, relish packets, etc.
	Gum			✓	
Wood	Coffee stirrers		✓		
	Wooden old furniture			✓	Based on your location, e-mail: MSH Heriberto.capote@mountsinai.org MSBI Gregory.Camacho@mountsinai.org

Category	Item	Recycle	Garbage	Special	Notes
					MSW Yvonne.Guariglia@mountsinai.org MSSL Yvonne.Guariglia@mountsinai.org MSBK Michael.Maffuccio@mssm.edu MSQ Michael.Maffuccio@mssm.edu NYEE Sal.Tranchina@mssm.edu
Metal	Paperclips, staples, alligator clips	✓			
	Spiral binding on notebooks	✓			
	Three ring binders	✓			
	Metal bars on hanging file folders	✓			
	Tin foil	✓			As long as there is no food left inside.
	Aluminum	✓			As long as there is no food left inside.
	Metal coat hangers		✓		
	Metal old furniture			✓	Based on your location, e-mail: MSH Heriberto.capote@mountsinai.org MSBI Gregory.Camacho@mountsinai.org MSW Yvonne.Guariglia@mountsinai.org MSSL Yvonne.Guariglia@mountsinai.org MSBK Michael.Maffuccio@mssm.edu MSQ Michael.Maffuccio@mssm.edu NYEE Sal.Tranchina@mssm.edu
Styrofoam	Cups or containers		✓		
Hospital Waste	Hard plastic	✓			e.g., Empty saline, cleaning spray, or wipes containers; blue plastic trays.
	Blue wrap surrounding instrument trays	✓			
	Soft, pliable plastic from the operating room		✓		
	Tubing		✓		
	Medical gloves		✓		
	Paper gowns		✓		
	Blue chucks (Chux)		✓		Blue chucks are absorbent pads used in clinical settings
	Face masks		✓		
	Bandages or Band-Aids		✓		
	Old x-rays			✓	Based on your location, e-mail: MSH #ehs@mountsinai.org MSBI Gregory.Camacho@mountsinai.org MSW Yvonne.Guariglia@mountsinai.org

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					MSSL Yvonne.Guariglia@mountsinai.org MSBK Michael.Maffuccio@mssm.edu MSQ Michael.Maffuccio@mssm.edu NYEE Sal.Tranchina@mssm.edu
	Materials soaked or saturated with bodily fluids			✓	Place into a red bag.
	Needles or syringes			✓	Place into a sharps container.
	IV bags			✓	
	Chemotherapy bags, lines, or bottles			✓	Place into a yellow chemo bin.
Special Considerations	Printer cartridges			✓	Return all printer cartridges to the manufacturer, or based on your location, e-mail: MSH #ehs@mountsinai.org MSBI Gregory.Camacho@mountsinai.org MSW Yvonne.Guariglia@mountsinai.org MSSL Yvonne.Guariglia@mountsinai.org MSBK Michael.Maffuccio@mssm.edu MSQ Michael.Maffuccio@mssm.edu NYEE Sal.Tranchina@mssm.edu
	Batteries			✓	Based on your location, e-mail: MSH #ehs@mountsinai.org MSBI Gregory.Camacho@mountsinai.org MSW Yvonne.Guariglia@mountsinai.org MSSL Yvonne.Guariglia@mountsinai.org MSBK Michael.Maffuccio@mssm.edu MSQ Michael.Maffuccio@mssm.edu NYEE Sal.Tranchina@mssm.edu
	Aerosol spray cans			✓	Based on your location, e-mail: MSH #ehs@mountsinai.org MSBI Gregory.Camacho@mountsinai.org MSW Yvonne.Guariglia@mountsinai.org MSSL Yvonne.Guariglia@mountsinai.org MSBK Michael.Maffuccio@mssm.edu MSQ Michael.Maffuccio@mssm.edu NYEE Sal.Tranchina@mssm.edu
	Light bulbs			✓	Based on your location, e-mail: MSH #ehs@mountsinai.org MSBI Gregory.Camacho@mountsinai.org MSW Yvonne.Guariglia@mountsinai.org MSSL Yvonne.Guariglia@mountsinai.org MSBK Michael.Maffuccio@mssm.edu MSQ Michael.Maffuccio@mssm.edu NYEE Sal.Tranchina@mssm.edu
	Electronics			✓	e.g., Computer monitors, old phones,

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					printers. Based on your location, e-mail: MSH #ehs@mountsinai.org MSBI Gregory.Camacho@mountsinai.org MSW Yvonne.Guariglia@mountsinai.org MSSL Yvonne.Guariglia@mountsinai.org MSBK Michael.Maffuccio@mssm.edu MSQ Michael.Maffuccio@mssm.edu NYEE Sal.Tranchina@mssm.edu
	Containers with chemicals			✓	Based on your location, e-mail: MSH #ehs@mountsinai.org MSBI Gregory.Camacho@mountsinai.org MSW Yvonne.Guariglia@mountsinai.org MSSL Yvonne.Guariglia@mountsinai.org MSBK Michael.Maffuccio@mssm.edu MSQ Michael.Maffuccio@mssm.edu NYEE Sal.Tranchina@mssm.edu

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