

Zero Waste Events Self-Service Guide



CONTACT THE UO ZERO WASTE PROGRAM

Contact the UO Zero Waste Program at (541) 346-2354 or compost@uoregon.edu

- Assess the event needs with the Zero Waste Events Coordinator
- Arrange a time for a short training
- Call in a work ticket as a deposit (541) 346-2319

PICK-UP/DROP-OFF

Schedule a time to pick-up event equipment.

Each zero waste station includes the following equipment:

- Compost bin with lid, compostable bags, and sign
- Paper recycling bin with lid
- Glass/Metal/Plastic recycling bin with lid
- 2 pairs green gloves
- Acceptable Materials List

AFTER HOURS PICK-UP:

After hours pick-ups can be arranged with the Zero Waste Events Coordinator.

SET-UP

1. Place the zero waste stations in a highly visible location
2. Line the compost bin with a compostable bag, clip sign to lid
3. Check to make sure the labels on the recycling bins match the lids
4. Remove other stand-alone garbage containers

SORT

If possible, sort material during the event. Encourage attendees to read and follow the sorting guidelines. After the event, make sure the material in the bins is properly sorted. Please refer to the Acceptable Materials List for clarification.

RETURN

Return the bins to a location agreed upon with the Zero Waste Events Coordinator.

In case of questions or problems, contact the Compost/Zero Waste Events Coordinator
Office: (541) 346-2354 Cell: (541) 514-5814