

WASTE AND RECYCLING

OFFICE CASE STUDY: Green Industries SA



Government
of South Australia
Green Industries SA

Situated in a 6 Star Green building at 81-95 Waymouth Street Adelaide, Green Industries SA's office space accommodates 28 staff. The building is co-tenanted with the Department for Environment and Water.

What we recycle

Implementation of a leading recycling system throughout the building required a collaborative effort across each government organisation, building management and cleaning contractors. Consideration to waste management systems in the building commenced early in the process of relocating from old premises to Waymouth Street, and were included in tendering processes for relevant contractors for cleaning and waste collection services.

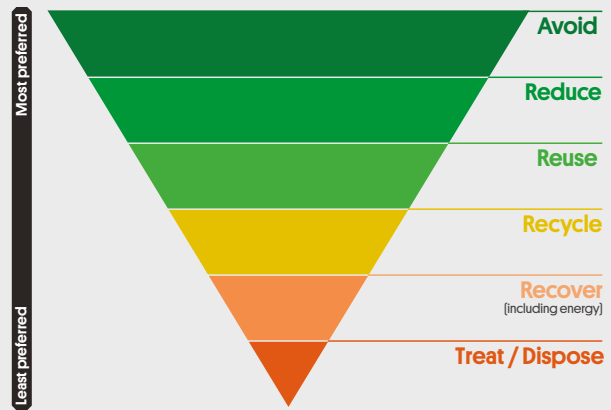
Within Green Industries SA's office space, there are 10 separate waste streams to minimise waste to landfill and maximise recycling. An additional 2 recycling streams are available in common areas of the building for use by all tenants and staff.



Waste Management Hierarchy

The Waste Management Hierarchy is a useful tool to guide changes.

It outlines the preferred order of waste and recycling management.



	COLLECTION STREAMS
Reuse Recycle	Clothing donation
	Paper and cardboard recycling
	Confidential paper recycling
	Organics recycling
	Co-mingled recycling
	10c container deposit recycling
	Battery recycling
	Light globe recycling
	Electronic waste recycling
	Mobile phone recycling
Printing cartridge recycling	
Recover Dispose	Mixed soft plastics
	General waste

Waste avoidance examples

- Preference electronic copies over print-outs
- Reuse stationery and purchase items that can be refilled
- Take your own coffee cup to the cafe
- Turn off lights/monitors when not in use
- Practice sustainable procurement, such as purchasing products made with recycled content

Paper only - under desk bins

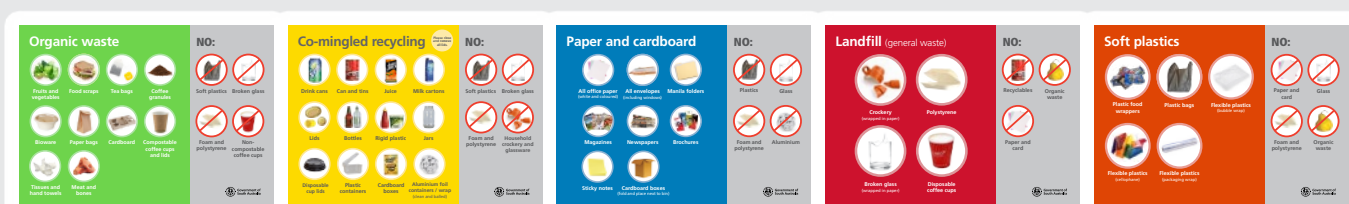
Only paper recycling boxes are provided for each desk [one box per desk], with bin stations for other materials located in the kitchen and shared utility areas. Cleaners are not required to empty any bins under desks.

This encourages staff to appropriately separate materials for recycling.

Signage

Clear and consistent signage encourages waste separation and reduced contamination for recycling streams. Signage should align with the Australian Colour Standard, as shown in the below example.

Please [contact us](#) to discuss your signage needs.



Small battery collection

Staff have battery collection points throughout the building. The batteries are transported to a local drop-off site in small quantities.

Pre-loved goods and clothing donations

A charity donation bin is situated in a common space of the building. This provides a convenient option for all within the building to donate goods and clothing to charity and reduces unnecessary waste to landfill.

10c container collection

GISA staff have an informal 10c container collection, in which appropriate bottles, cans and cartons are collected in a trolley that can be easily taken to a depot by a staff member.

Additional information

The [Waste and Recycling Office Basics](#) provides additional information on other recycling streams within the office, and guidance to introduce better practice systems in your workplace.

An office waste and recycling performance calculator is also available [in MS Excel format] to help office staff, facility managers, or people in similar roles measure their waste and resource management performance.



Other resources and support

Green Industries SA provides more resources and support for businesses to improve their waste and recycling practices. To find out more visit <http://www.greenindustries.sa.gov.au/BSP-overview>

