

# MICHIGAN STATE UNIVERSITY

March 31, 2015

Dear Customer:

Infrastructure Planning and Facilities is asking for your assistance as we take the next step in service and sustainability. For the last few years, we have been transitioning away from desk side waste collection in favor of centralized recycling stations. This movement is following best practices already implemented by peer institutions over the last decade.

To make this change more convenient, MSU is offering the option of providing mini-baskets that can be used to collect your non-recyclable landfill material, [recycle.msu.edu/information/mini-basket/](http://recycle.msu.edu/information/mini-basket/). Since nearly all waste is recyclable, the mini basket should be used to collect non-recyclable waste and your old waste basket can now be used as a recycling container. When the containers need to be emptied, take the material to any intermediate landfill or recycling container. Intermediate containers are the waste cans and recycling containers that are generally located in public areas such as copy rooms, hall ways and central office/reception areas.

The primary objectives of this program are:


- Improve building hygiene, safety and appearance by reducing office trash cans being put in the hall.
- Eliminate the accidental removal of unintended materials by the cleaning staff.
- To reduce waste to the landfill by more conscious recycling.

Custodial staff will continue to serve intermediate containers daily. If you do not feel that there are adequate centralized stations in your area, please let us know and we will evaluate the space for improvements as necessary.

Sincerely,



Ann Erhardt, Director  
MSU Sustainability



Kris Jolley, Director  
MSU Surplus Store, Recycling and Bikes

Building contact: Michael Cole, Operations Supervisor, Building Services  
Infrastructure, Planning & Facilities  
[mcole@ipf.msu.edu](mailto:mcole@ipf.msu.edu) - (517) 432-4962



## Sustainability

Infrastructure Planning  
and Facilities

Surplus Store &  
Recycling Center  
468 Green Way  
East Lansing, MI 48824

Office: 517-355-1751  
Fax: 517-353-9038  
[bespartangreen.msu.edu](http://bespartangreen.msu.edu)  
[sustainability.msu.edu](http://sustainability.msu.edu)

Email: [begreen@msu.edu](mailto:begreen@msu.edu)