

Reduce * Reuse * Recycle

Learn about NYC's recycling rules here:
www.nyc.gov/html/nycwasteless/

Going Green *in your community:*

RECYCLING

Recycling is the process whereby waste or used materials are collected and converted into new products. It is required by law in NYC, so make sure you have been provided with the proper recycling bins at home and in the office.

Recycling regulations depend on the type of sanitation collection you receive. To learn more about the specific regulations that apply to your home or office, go to the web address for NYC's WasteLe\$\$ program above.

What to recycle:

Plastic/metal/glass

- Metal cans
- Aluminum foil wrap and trays
- Household metal - such as wire hangers and pans
- Bulk metal - such as metal furniture and appliances
**Be sure to call 311 before discarding appliances that contain CFC gas
- Glass bottles and jars
- Plastic bottles and jugs
- Beverage cartons and drink boxes



Paper

- White, colored, and glossy paper
- Mail and envelopes
- Wrapping paper
- Smooth cardboard
- Paper bags
- Paper/cardboard egg cartons and trays
- Newspapers, magazines, and catalogs
- Phone books, soft cover books
- Corrugated cardboard (flattened boxes)

COMPOSTING

Composting is the process whereby decaying organic matter is converted into a nutrient-rich product used to improve soil.

Learn how to start composting in your community:
www.epa.gov/osw/conserve/rrr/composting/

Going Green *in your office:*



ELECTRONICS

Turn off AND unplug electronics when they are not in use. Leaving items plugged in wastes electricity — increasing your energy bill.

Shut down and turn off all computers and monitors at the end of each work day.

Make use of the sleep settings for computers and other electronics, so you do not waste energy during the day.

Save energy by plugging all office equipment into a power strip.

Find the most energy efficient electronics here:
www.epeat.net

Learn more about how to recycle different types and brands of electronics here:
www.epa.gov/osw/partnerships/plugin/

PRINTING AND PAPER

Print double-sided whenever possible, and consider setting duplex printing as the default on your computer.

Purchase unbleached paper with a post-consumer waste content of at least 30%. Every ton of post-consumer waste recycled paper saves seventeen trees!

Make a scrap paper bin next to your printer or copier so people can print on the back of one-sided documents.

LUNCH

Use reusable mugs and water bottles instead of disposable cups.

Pack your lunch in a reusable tote or lunch box, and remember that clean tin foil can be recycled!

LIGHTING

In commercial buildings lighting accounts for more than 40% of electrical energy use, a major cause of greenhouse gas production. Consider using motion sensors for lighting in low-traffic areas to cut energy use by 10%.

The EPA's [Business Guide for Reducing Solid Waste](#) is a helpful resource for small business owners. Go to www.epa.gov to get a copy and start greening your office.



CONGRESSMAN

MICHAEL E. McMAHON'S



Green Guide

April 22, 2010 marked the 40th Anniversary of Earth Day.

In honor of this day's great tradition of celebrating our environment and working to improve it, I have put together this guide so that any constituent who wants to "go green" can.

The need to preserve our environment and embrace clean energy technologies cannot be understated. Staten Island and Brooklyn are constantly exposed to harmful pollutants and we can no longer turn a blind eye. We need to start protecting our home now. I hope this guide helps us all to achieve that goal.

Michael



Going Green *at home:*

DISH WASHING

- Avoid using the “rinse hold” option on your dishwasher. It uses three to seven gallons of hot water with each use.
- Air dry dishes instead of using your dishwasher’s drying cycle. If you don’t have an automatic air-dry switch, turn off the dishwasher after its final rinse and prop the door open slightly to let air in.
- Scrape dishes instead of rinsing them to save water.

REFRIGERATORS

- Tight sealing gaskets keep cold air in and lower energy costs. To check the refrigerator door’s gasket, close the door on a dollar bill. If you can pull it out easily, you may need to replace the gasket.
- Don’t waste money and energy by keeping your refrigerator or freezer too cold. Recommended temperatures are 37° to 40°F for the refrigerator and 5°F for the freezer.
- Excess frost decreases energy efficiency. If you have a manual-defrost refrigerator, defrost when frost builds up to more than one quarter of an inch.

ENERGY EFFICIENT LIGHT BULBS

- Compact fluorescent (CFL) bulbs use 50% to 75% less electricity than incandescent bulbs, and last eight to ten times longer. If you replace your five most used light bulbs with CFL bulbs, you could save \$60 each year in energy costs.



If every American did this, the US would save \$8 billion annually.



CLEANING PRODUCTS

- Buy toilet paper, facial tissue, napkins and paper towels with high post-consumer content.
- Try cutting up old tee-shirts to use as cleaning rags. They are gentle on surfaces, and a cheaper alternative to paper towels.
- To learn more about green cleaning solutions: www.epa.gov/osw/wycd/catbook/alt.htm

HEATING AND COOLING

- Cut your energy consumption by 3-5 % for every degree you raise the thermostat setting in the summer.
- Close vents and doors of unused rooms to prevent unnecessary heating/cooling.
- Check the filter on your furnace or air conditioner each month, and clean or replace it if necessary. Dirty filters block air flow, which can increase your energy bill and shorten the equipment’s life.
- Seal and weather-strip your windows and doors to ensure that heat or air conditioning doesn’t escape and that unwanted hot or cold air is not let in.
- When the fireplace is not in use, keep the flue damper tightly closed so that warm air does not escape.
- Adjust the times you turn on the heating or air-conditioning with a programmable thermostat. The equipment won’t operate as much when you are asleep or when the house, or a part of it, is unoccupied.
- Avoid placing lamps or TV sets near your air-conditioning thermostat. The thermostat senses heat from these appliances, which can cause the air conditioner to run unnecessarily.

WATER

- Install low-flow showerheads and sink aerators.
- Lower the thermostat on your hot water heater to 120°F — anything above that is dangerous. Also, every time you reduce your water temperature by 10°F, you can save about 3-5% in energy costs.
- Put the faucet lever on your kitchen sink in the cold position when using small amounts of water. Placing the lever in the hot position uses energy to heat the water even if it doesn’t reach the faucet.

APPLIANCES

- When purchasing a new appliance, make sure you think about its lifetime energy cost in addition to the price. Spending extra money initially could save hundreds or thousands of dollars over the item’s life.

LAUNDRY

- Use cold water in your washing machine. About 90% of the energy used for washing clothes in a conventional top-load washer is for heating the water.
- Consider hanging up laundry to dry.
- When you use the dryer, set it to the lowest appropriate temperature and avoid partial loads.

FOOD

- Choose products with the least amount of packaging to reduce the amount of trash you generate. Try buying items in bulk or with minimal packaging, like loose produce.
- Consider whether containers can be reused. Glass jars can be used as drinking glasses and egg cartons can be used as seed starters.
- Much of our energy consumption goes to transporting food thousands of miles from farm to table. Buying local food alleviates this.
- To find your local farmer’s market, visit: www.cenyc.org/greenmarket
- Grow food from your window! Herbs such as basil, rosemary, oregano need only a window box or a small pot and can be purchased for pocket change. If you have more space, consider starting a vegetable garden. Growing your own food means fresher products and less trips to the grocery store.



CONSUMER LESS AND REUSE

- Consider durability when purchasing clothing, furniture, appliances, and other home goods; their extended lifespan may offset the initial cost.
- Buy reusable products such as cloth napkins, dishcloths, rechargeable batteries, refillable containers, and washable utensils.
- Use cloth tote bags for grocery shopping instead of using new plastic or paper ones every trip.
- “Re-gift” ribbons, larger pieces of wrapping and tissue paper, and send them with reused postal materials.

Going Green *when you move:*

Moving has the potential to create lots of waste. Learn how to green your move here:

