

To: Whom it Concerns

From: The Sustainability Division

Subject: Laboratory Polystyrene Recycling

Date: January 8, 2010

Beginning January 19, 2010, it will be mandatory for the University to recycle the polystyrene (Styrofoam) cold-shipping boxes used in laboratories. Please follow the instructions below:

- Please store empty boxes in your lab prior to pick up.
- Please remove all tape and labels from the boxes.
- Please bring boxes to the loading dock by 9 am for a 10 am pick-up on the third Tuesday of every month. (January 19, 2010, Feb. 16, 2010, March 16, 2010, April 20, 2010, May 18, 2010)
- The boxes should be neatly stacked against the loading dock wall for fire and safety reasons.
- A reminder email will be sent for the first couple of months. Please place the above dates on your calendars.
- A log of the number of polystyrene boxes taken from each dock will be documented for recycling purposes.

Arrangements have been made for Physical Plant to transport your boxes to Thermal Foams Inc., a company in Cicero, NY. This company will recycle these containers and eliminate them from going to the trash burning plant on Rock Cut Road. Polystyrene does not burn completely and emits toxic gases that must be scrubbed from the exhaust stacks. The residue from the burning process must be brought to a landfill and discarded. Syracuse University wants to eliminate the burning and subsequent burial of this product.

If you have any questions or comments please contact me or Dr. Shelley Kummer (slkummer@syr.edu) with specifics. Please join us in another sustainable initiative for our campus and help with our recently filed [Climate Action Plan](#).

Thank you for your participation.

Sincerely,

Melissa Cadwell

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