



DEPARTMENT OF THE ARMY
UNITED STATES ARMY GARRISON GRAFENWOEHR
UNIT 28130
APO AE 09114-8130

IMEU-GFW-ZA

1 December 2010

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Policy Letter #15; Trash Separation

1. **Effective Date.** This policy letter remains in effect until superseded or rescinded.
2. **Scope and Punitive Effect.** This policy applies to all Soldiers, Family Members, and personnel working and/or living in the USAG Grafenwoehr area, including training units and all other personnel using our installations. It covers all community facilities, on and off post Housing (GRHP, Leased, Private Rental and Government Owned), and is intended to comply with applicable U.S. and German laws, ordinances, regulations and policies. Failure to comply with the provisions of this policy letter may result in adverse administrative action or punitive action against any person in the categories above, including punishment under the Uniform Code of Military Justice for service members.
3. **References.**
 - a. AR 420-1, dated 12 February 2008.
 - b. AE Reg 200-1, 27 October 2007.
 - c. Final Governing Standards for Germany (FGS-GE), February 2010.
 - d. AE Reg 27-9, Misconduct by Civilians, 29 January 2009.
4. **Policy.** Recyclable material is to be separated from the waste stream and waste is to be disposed of according to U.S. and German environmental standards. The purpose of the laws, publications and this policy is to:
 - a. Save natural resources by separating recyclable material from the waste stream.
 - b. Ensure environmentally safe disposal of waste.
 - c. Protect human and environmental health by preventing pollution.
5. IAW applicable county and community laws and the SORT and HW programs of USAG Grafenwoehr, everyone is required to separate paper, cardboard, glass, metal, plastics, bulky items (i.e. furniture, large metal items etc.), electronic waste (i.e. appliances, electronic equipment etc.), tires and hazardous waste (batteries, POL items, paint, thinners, solvents, cleaners etc.) from non-recyclable trash. **Unit commanders, directors of organizations and activities, and supervisors at all levels are responsible for implementing and enforcing recycling policies within their area. As a minimum, adequate separation systems (indoor-container) for the types of waste generated must be established in each building, common area, and office or shop.** Current waste collection and disposal systems and contracts provide adequate outdoor-containers and/or collection/disposal system of their county or community. **"No waste generated off-post may be brought into the garrison for disposal, except the materials mentioned in paragraphs 7.a., 8. and 9. And if such materials are brought on-**

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post, they MUST be brought to the Designated Collection Points in paragraph 6. below.” To minimize the contract cost, no material will be placed on the ground next to the containers. Cardboard or styrofoam items must be crushed or folded to reduce their volume. Recycling containers may not be contaminated with inappropriate material or refuse. Hazardous waste must be brought to designated collection points; it may not be placed in any refuse or recycling containers

6. **Designated Collection Points.** Unless otherwise stated, designated collection points are the Landfill/shredder on the tank trail between the Graf Burger King Gate (Gate 9) and Gate 4 Tanzfleck, and the recycling area vicinity the rail head/ CIF at Rose Barracks.

7. **Disposal of Special Waste.**

a. Household type hazardous waste will be disposed of at DPW Self-Help stores. U.S. employees/Family Members living off-post are also authorized to use this service. They may also use the services of the infrequent off post “circuit riding” poison wagons.

b. Hazardous waste (florescent light tubes, cleaner, paint etc.) generated by military units must be brought to designated central collection points or may be placed in special HW containers at motor pools, shops, etc.

c. POV hazardous waste (parts contaminated with oil or grease, batteries, used oil, antifreeze etc.) should be disposed of at on or off post garages or auto craft shops.

d. Dry cell batteries are to be placed in battery collection containers. Containers are located at the Commissary, PX, Shoppette, at most Recycling Centers on post, as well as in off post stores which sell batteries.

8. **Bulky items.** Bulky items must be brought to designated central collection points on or off post. Examples are: furniture, mattresses, carpets, bicycles, strollers etc. Off post residents are authorized to use the recycling yards on Main Post and Rose Barracks installations for disposal of bulky items

9. **Electronics.** Electric and electronic waste must be brought to designated central collection points. Electronic and electronic items for example are appliances, cooling devices, information and telecommunication devices including entertainment equipment. Off post residents can bring their electronic waste to the recycling yards on Main Post and Rose Barracks installations. Due to their fragility florescent light tubes and energy saving light bulbs are to be disposed of at DPW Self-Help stores or at other designated collection points

10. **Wood.** Treated and untreated wood must be delivered to designated central collection points.

11. **Tires.** POV tires may be brought to designated central collection points or can be disposed of at garages and shops on and off post.

12. **Clothing.** Useable clothing (including shoes) and home textiles can be brought to designated central collection containers, on and off post, for donation to charity organizations.

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13. **Scrap Metal**. Units, organizations and activities must turn in all demil scrap metal to the Defense Reutilization and Marketing-Europe (DRM-E). Household type scrap metal (i.e. bicycles, ironing boards, etc.) may be brought to designated central collection points on or off post.

14. **Green Waste**. "Green Waste" (i.e. cut grass, leaves, rakings, bush trimmings, branches, twigs, plants, plant soil, Christmas trees, etc.) should be disposed of separately from ordinary refuse at designated central collection points. On post this is generally collected by DPW when you put items in waste bins. Otherwise transport items to point opposite the Main Post Wash Rack.

15. **Food Waste**. Food waste from dining facilities, restaurants, burger-bars, catering services and schools must be disposed of separately from ordinary refuse.

16. **Troop Construction**. With the exception of polluted items, all debris created from in-house or troop construction projects at Main Post, the Training Area and Rose Barracks must be sorted into one of the following five categories and collected at designated areas:

- a. Uncontaminated excavation material.
- b. Road construction material without bituminous items.
- c. Concrete and reinforced concrete.
- d. Masonry demolition material.
- e. Wood.

17. **Training Units**. Training units are required to properly separate and dispose of their waste. Under no circumstances will ammunition, explosives, hazardous material and hazardous waste be placed in any refuse or recycling containers

18. Everyone's participation is required to reduce the amount of our waste stream, prevent pollution, protect our environment and save natural resources. Maximize recycling and dispose of waste properly to retain our quality of life!

19. **Points of Contact**. Point of contact for this memorandum is Mr. Helmut Bueller, Directorate of Public Works, Operation and Maintenance Division at 475-6664.



AVANULAS R. SMILEY
COL, IN
Commanding

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