

Source Separation Guide for Aker Brygge



GLOCAL

GLOBAL THINKING
LOCAL ACTION

NPRO
NORWEGIAN PROPERTY

Innledning



80%



THIS GUIDE explains how to separate waste by source correctly and how to use the waste ramps on Aker Brygge.

THE AIM is to separate 80% of waste by source by 2015. We in Norwegian Property (NPRO) will make the best possible arrangements. All tenants and users of the waste ramps on Aker Brygge are encouraged to follow the advice in this guide and assume responsibility for keeping the ramps clean and tidy.

SOURCE SEPARATION and recycling of waste is part of NPRO's initiative for local measures with a positive global effect – GLOCAL. We take our social and environmental responsibilities seriously and know that our tenants share this concern.

IF YOU HAVE QUESTIONS or comments concerning source separation, contact NPRO's Customer Centre –
Tel: +47 480 50 300/
kundesenter@npro.no.



Cardboard, paper and cartons

Cardboard, paper and cartons are deposited in the same waste container. Plastic wrapping and other plastic must be removed and the cardboard/paper should be clean.

YES

- Cardboard boxes
- Cardboard and paper packaging
- Waste paper from offices, copy/computer paper, envelopes
- Newspapers, magazines, brochures, advertisements
- Drink cartons

Separation method

Cardboard, paper and cartons are collected in a special waste bin on the firm's premises (with a brown lid for those who use equipment from NPRO) and are taken down to the ramp where they are emptied into a container/compactor marked 'Cardboard/paper'. There is equipment for emptying wheeled bins automatically, at the compactor. If plastic sacks

NO

Polystyrene, disposable cups, wrapping paper, paper with aluminium foil or plastic film and bound books are disposed of as residual waste. Coffee filters, napkins and used kitchen paper are treated as food waste. Plastic foil sacks are separated as plastic film.

are used for collecting waste, the cardboard/paper must be emptied out of the sack. The sack may be re-used or separated as plastic film/foil.

What happens to the waste?

Cardboard/paper is recycled into new cardboard and paper products, such as newspapers, cardboard boxes, cartons, office materials, packaging and toilet paper.



Tips

If you are tidying up in the office and are throwing away a file full of paper, take care to separate the paper from plastic file binders and dividers and let the paper go for recycling. You dispose of the binder as residual waste.

DID YOU KNOW THAT?

Norwegians use around 250,000 tonnes of corrugated and brown paper and about 500,000 tonnes of newspapers and other printed materials every year. For every tonne recycled, we can save 17 trees and 4,000 kilowatts of energy among other things. (Source: LOOP and dosomething.org)





Glass bottles and metal cans

Clear and coloured glass packaging and metal packaging, such as food tins and metal cans, are deposited in the same waste container. All containers must be emptied of contents. Labels and metal caps/lids can stay put.

YES

- Glass bottles without a deposit (soft drinks, wine, beer and spirits) and other glass packaging such as jam jars, sauce bottles etc.
- Food tins and containers, plus metal cans
- Aluminium forms and foil
- Metal caps and lids/stoppers
- Tea candle holders

NO

Drinking glasses, beer glasses, plates, oven-proof containers, ceramics, crystal, porcelain and mirrors are disposed of as residual waste. Cutlery and other metal items that are not packaging shall be disposed of as iron/metals. Paint containers with residues are classified as hazardous waste. Fluorescent tubes and light bulbs are electronic waste, while plastic sacks are separated as plastic film/foil.

Separation method

Glass and metal packaging is separated in a special waste bin on the firm's premises (with a light green lid for those who use equipment from NPRO), and is taken down to the ramp where it is emptied into the container marked 'Glass bottles, metal and cans'.

What happens to the waste?

Recycled glass is used as a raw material for new glass packaging and glass products, and for insulation and building materials. Metal packaging is separated and sold to smelting plants that produce new metal items such as reinforcement rods, nails and cycle parts.



Tips

When disposing of large quantities of tableware, contact the NPRO Customer Centre. Tel: 480 50 300.

Bottles and containers subject to deposit are delivered to reverse vending machines.

DID YOU KNOW THAT?

100 jam jars separated at source produces seven meters of insulation and 33 new jam jars.

(Source: bir.no)





Plastic film/foil

Plastic film/foil consists of all types of clear and coloured plastic film and film bearing print or labels. The material known as LDPE (Low Density Polyethylene) is the most usual type of plastic in businesses. The film is soft and elastic with a smooth surface and varies in thickness. It tolerates stretching to a greater extent than other types of plastic.

YES

- Bags/sacks
- Pallet covers/stretch film
- Shrink wrapping/transport wrapping
- Bubble wrap

NO

Plastic straps, plastic cups, soft crackly plastic, cellophane and dirty laminated film – often used for packing around fish and meat – shall be disposed of as residual waste.

Separation method

Plastic film is collected in blue sacks for plastic film/foil (in the firm's bag stand), or is carried down to the ramp loose. Loose plastic film may be deposited in the bag stand on the ramp marked 'Plastic film/foil'. Sacks full of collected plastic film are put into the plastic press on the ramp or laid beside it, at the place indicated.

What happens to the waste?

Recycled LDPE film may be used for making new film products such as carrier bags and rubbish sacks. It can also be used for making buckets, containers and pipes.



DID YOU
KNOW
THAT?

Recycling of plastic film is very beneficial environmentally and requires much less energy than producing new plastic.



Plastic bottles, containers and trays

Plastic bottles, containers and trays are a mixture of different types of hard plastic packaging. All such containers must be emptied of their contents.

YES

- Hard plastic packaging such as bottles, containers, trays and mugs
- Disposable plastic boxes, buckets and other containers, lids
- Plant pots and trays

NO

Plastic folders and plastic products such as CDs, felt tips and pens are disposed of as residual waste. Bottles with deposits are delivered to reverse vending machines, while plastic boxes for re-use (Gilde boxes and fruit and vegetable boxes) are placed at the places indicated on the ramps.

Separation method

The plastic packaging is collected in special bags on the firm's premises or carried loose down to the ramp, where it is deposited in special bag stands marked 'Plastic bottles, containers and trays'. Hard plastic packaging must not be mixed with plastic film/foil.

What happens to the waste?

Plastic packaging is recycled into new plastic products such as toys, fleece jumpers and office chairs.



Tips

Leave the stoppers in bottles and cans.

DID YOU KNOW THAT?

For every kilo of plastic recycled, we save two kilos of crude oil and reduce CO₂ emissions by up to 2.5 kilos per kilo of recycled plastic.

(Source: LOOP and dosomething.org)





Food waste

Food waste is waste that is easily biologically degradable. On Aker Brygge you can also dispose of packaged food in the food waste container.

YES

- Unused food that has to be thrown away and food leftovers, pan and plate scraps, for example fruit, vegetables, meat, fish, cheese, bakery products, rice, pasta and eggshells
- Opened and unopened food waste that has to be thrown away. The food may be packed in plastic, paper, cardboard or cartons. Liquid products in closed containers may also be disposed of here, e.g. milk cartons
- Coffee filters and grounds, tea bags
- Used, dirty kitchen paper and paper napkins

Separation method

All food waste shall be disposed of in green bags/sacks in a special food waste container on the firm's premises. NPRO offers food waste bins with green lids in various sizes, with green bags to fit them.

Full bags/sacks and bins are taken down to the refrigerated food waste room on the ramp marked 'Food waste'.

NO

Frying oil and cooking oil must be emptied into the special container on the ramp marked 'Frying and cooking oil'. Leftover soups, sauces etc. are poured down the drain.

What happens to the waste?

Separated food waste is converted into environmentally friendly biogas, which is then used as fuel or for energy production. Nutritious fertiliser is also made from food waste.



Tips

In the guide *Prevention of food waste in restaurants, hotels, canteens and catering* published by the Nordic Council of Ministers you can find tips about how to reduce food waste, save money and spare the environment.

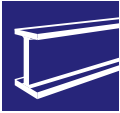
www.norden.org/no/publikasjoner

DID YOU KNOW THAT?

Many of the buses in Oslo and other towns run on environmentally friendly biogas extracted from food waste. A bus can run for half a kilometre on 2 kilos of food waste.

(Source: Oslo Municipality)





Iron and metals

This type of waste includes all types of iron and metals that are not packaging, as well as products that mainly consist of iron/metal.

YES

- Clean metals and items made mainly of metal. Up to half of the weight may be plastic, wood, fabric etc
- Broken office chairs, shelves, metal racks and pans are other examples

NO

Equipment that contains electronics and batteries must be disposed of in special containers for EE waste.

Separation method

The waste is disposed of in special containers on the ramp marked 'Iron/metals'.

What happens to the waste?

Iron and metals are treated in a crushing plant and sorted to separate iron and metals from the other materials. The separated iron and metal is then sent to smelting plants and manufacturers in Norway and abroad. There the metals are melted down and used to produce new iron and metal products, such as motor and cycle parts, nails and garden implements.



DID YOU KNOW THAT?

By melting down returned metals instead of producing new metal, we can reduce energy demand by up to 95 per cent. Many types of metals can be melted down and re-used several times without affecting quality.





Electronic waste

All electrical and battery-powered products, plus cables and leads are considered to be electrical and electronic waste (EE waste).

YES

Electronic waste must be separated into six subcategories of waste:

- Small and medium-sized electronic devices, e.g. mobile telephones, calculators, leads, chargers, coffee machines and small household gadgets, panel heaters and lamps/lighting fixtures
- TV and computer screens
- Large items of white goods, such as refrigerators and washing up machines
- Light bulbs
- Fluorescent tubes
- Economy bulbs

Separation method

Large electric and electronic products are taken down to the ramp, where they are sorted into separate containers and cages for the different types of electronic waste.

Small electronic devices, such as mobile telephones, calculators, leads and light bulbs are collected in a red box on the firm's premises

marked 'Hazardous waste and small items of electronic waste'.

What happens to the waste?

The products are dismantled and environmentally harmful substances are removed. The metal, along with the plastic and glass from electronic products, is recycled and can be used for new products.



Tips

When the red box is full, or there are large quantities of EE waste, contact the NPRO Customer Centre, tlf. 480 50 300, to arrange waste collection.

DID YOU
KNOW
THAT?

100 kilos of mobile telephones handed in leads to 8 kilos less environmental pollution. In 2011 147,000 tonnes of EE waste was collected in Norway, or approximately 30 kg per head of population. (Source: bir.no, milostatus.no)



Hazardous waste

Hazardous waste comprises products that contain substances harmful to health and the environment, which can injure people or animals if it is not properly handled. Hazardous waste must not be mixed with other types of waste or deposited in residual waste.

YES

On Aker Brygge hazardous waste is divided into the following subcategories:

- Powerful detergents, such as chlorine, ammonium chloride and Power Clean
- Solvents such as white spirit, turpentine, thinners, brake fluid and coolants, pesticides, sprays, oil and petrol
- Paint, glue and varnish
- Aerosol cans marked 'hazardous' – both partly used and empty
- All types of batteries

Separation method

NPRO offers a red box marked 'Hazardous waste and small items of electronic waste' for collecting small quantities of hazardous waste and small electrical products. If the box is full or if there are large quantities of hazardous waste, contact the NPRO Customer Centre to arrange collection.

What happens to the waste?

Treatment of hazardous waste is strictly controlled by law. Some can be recycled into new products and used for energy recovery. What cannot be used is safely treated to avoid emissions into the environment.



Tips

Look out for hazard symbols on waste you are about to dispose of. If you are in doubt about whether it is hazardous or not, put it in the red box or contact the NPRO Customer Centre. Tel: 480 50 300.

DID YOU
KNOW
THAT?

Hazardous waste that is not in its original packaging must be labelled to show its contents!





Frying oil and cooking oil

All used and old frying oil and cooking oil from restaurants, canteens and shops must be stored and disposed of in separate containers.

YES

- All types of cooking oil
- Frying oil
- Other vegetable or animal (fish) oils

Separation method

Frying and cooking oil is taken from the restaurant/business down to the ramp in 10-litre yellow steel cans with lids. (The cans are supplied by NPRO). The oil is then poured out into the frying and cooking oil container on the ramp. It is important to ensure that any spillage is mopped up.

What happens to the waste?

Frying and cooking oil is cleaned and recycled into biodiesel or biological heating oil, thus replacing fossil fuels. The oils can also be used to produce biogas.



Tips

NPRO offers 10-litre yellow metal steel cans with lids for storing and carrying frying and cooking oil. Contact the NPRO Customer Centre. Tel: 480 50 300.

DID YOU KNOW THAT?

Frying and cooking oil must not be emptied into food waste containers or down toilets or drains.



Residual waste

Residual waste is what is left over after you have separated out the types of waste that are going to be recycled into new raw materials. On Aker Brygge we have decided initially to separate the largest and commonest main categories of waste, even though it is possible to separate even more.

YES

- Wood, except for pallets
- Polystyrene, rubber
- Plant remains, soil
- Porcelain and ceramics, ovenware
- Drinking glasses and other glass
- Dirty packaging
- Nappies, cotton and wool
- Cold ash and cigarette ends
- Vacuum cleaner bags
- Paint brushes and empty, dry, plastic paint containers
- Wrapping paper
- Textiles that are not suitable for re-use
- Small furniture, in fabric/wood/plastic

NO

Hazardous waste, EE waste, food and packaged food waste, pallets and re-useable boxes, paper, cardboard, plastic film and packaging, glass packaging and metal.

Waste from major and minor building conversion works, must not be disposed of on the ramp. Contact the NPRO Customer Centre, tel: 480 50 300, if you need to dispose of this kind of waste.

Separation method

If possible, residual waste should be disposed of in orange residual waste sacks. The sacks are taken down to the container on the ramp marked 'Residual waste'. Items that will not fit into sacks are placed directly in the residual waste container.

What happens to the waste?

Residual waste is sorted and combustible material goes for incineration in plants where the energy is used for distance heating and for producing electricity. Distance heating is used for heating buildings, institutions and hot water.



Tips

Reduce the amount of residual waste:

- Use fewer disposable articles.
- Deliver used furniture and textiles to jumble sales or second hand outlets.
- Make return arrangements with suppliers, for example for polystyrene boxes.

DID YOU KNOW THAT?

Every month, over 183,000 kilos of waste are disposed of on the waste ramps on Aker Brygge. In 2011, 65 per cent of this was residual waste. During 2015 we shall cut this down to 20 per cent and achieve our aim of 80 per cent source separation! (NPRO, 2012)





Are you putting pallets and crates in the right place?

Stands and re-useable packaging, such as wooden and plastic pallets, plastic boxes for fruit/vegetables/meat/fish and rolling pallets/stands made of steel, must be placed in the marked areas on the ramps. Suppliers will take these back in return. NPRO will remove those that are not collected.



Do you have the right source separation equipment?

NPRO offers source separation equipment suitable for different types of business. Read more about what equipment is suitable for your firm on www.npro.no/glocal.



Are you using the right waste sacks?

Special waste sacks and bags in various sizes have been introduced for the following types of waste:

- Orange sacks for residual waste
- Green bags/sacks for food waste
- Blue sacks for plastic film/foil
- Clear sacks for plastic packaging

35% > 80%

**From 35 to 80 per cent
source separation in
3 years!**



For questions about separating waste by source on Aker Brygge and ordering waste bags/sacks and other source separation equipment, contact the NPRO Customer Centre – Tel: +47 480 50 300/
kundesenter@npro.no.