



基立学院

JUBILEE CHRISTIAN ACADEMY

Saved to serve with love and excellence for the Great Commission.

PERSONNEL CIRCULAR

SUBJECT : REMINDER ON WASTE SEGREGATION

DATE : NOVEMBER 15, 2018

Please be reminded of the strict implementation of waste segregation of biodegradable and non-biodegradable items for the students, personnel, and visitors.

1. Corridor trash bins

1. Labeled trash cans in the corridors with GREEN plastic bags are for BIODEGRADABLE WASTES. These wastes that can be broken down by other living organism, include:

1. Left over / spoiled foods / bones
2. Fruits and vegetables peelings
3. Leaves
4. Seeds

1.2 Labeled trash cans in the corridors with BLACK plastic bags are for NON-BIODEGRADABLE WASTES, some of which are recyclable. These wastes that cannot be broken down by living organism, include:

1.2.1. Recyclable

- 1.2.1.1. Metal products (e.g., steel, tin, aluminum)
- 1.2.1.2. Plastic products (e.g., bags, bottles, cups, fork & spoon, straw)
- 1.2.1.3. Paper products (e.g., unsoiled paper, boxes, cartons)
- 1.2.1.4. Styro products

1.2.2. Non-Recyclable

- 1.2.2.1. Sachets, tetrapack, candy, wrapper
- 1.2.2.2. Clothes
- 1.2.2.3. Cigarette butts

2. The trash cans in comfort rooms with YELLOW plastic bags are for soiled tissue, napkin, and diapers.

3. Classrooms trash bins

All rooms (classrooms, faculty rooms, offices, function rooms) shall have 2 trash cans. The trash can without bag is for unsoiled paper, boxes, and cartons, which are recyclable items. The trash can with black plastic trash bag is for other non-biodegradable items.

May we value life on this earth and take better care of our environment.