

- ◆ Use latex paint instead of oil-based paint
- ◆ Fix water leaks
- ◆ When possible, walk instead of drive
- ◆ Save paper and ink by avoiding or reducing the need to print documents by practicing good file folder organization on your computer for quick retrieval of information.

## Source Reduction Tips for Your Landscaping

- ◆ Use a mulching mower to finely shred your mowed grass or "leave it on the lawn." This practice, known as grass cycling, replaces nutrients in the soil and reduces waste and disposal costs.
- ◆ Plant perennials instead of annuals that have to be disposed of at the end of the year.



- ◆ Start a backyard compost pile or use a compost bin to process organic wastes from your kitchen and yard.

- ◆ Use finished compost as a soil amendment to improve soil quality in gardens and flower beds or as a top dressing for lawn areas.

- ◆ Use alternatives in landscape design, such as mulch islands, natural areas and ground covers.



## Green Cleaning Products and Safe Alternatives to Commonly Used Household Products

Many household cleaners contain materials that may be harmful to the environment. For instance, phosphates, found in many cleaners, detergents and soaps, when washed into waterways can cause water blooms of algae and bacteria which can kill fish and aquatic plants. When shopping, look at the labels and make the switch to natural products.

### Homemade Alternatives to Toxic Household Products

#### All Purpose Cleaners

- ◆ Mix 1 cup of baking soda in 1 gallon of hot water.
- ◆ Mix ¼ cup of borax and 1 tablespoon liquid soap in 1 gallon of hot water.

#### Disinfectants

- ◆ Use citrus based products.
- ◆ Mix ¼ cup borax with ¼ cup white vinegar in hot water.

#### Tub and Tile Cleaners

- ◆ Mix ½ cup of borax in hot water.



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## Source Reduction: Stop Waste Before It Starts!



### Source Reduction Tips for Your Home, Office, Retail Shopping and Landscaping

# Source Reduction: Stop Waste Before It Starts!

## What Is Source Reduction?

**S**ource reduction, also known as waste prevention or pollution prevention, is eliminating waste before it is created. It involves the design, manufacture, purchase, or use of materials and products to reduce the amount of toxicity that is thrown away.



The Waste Management Division's Recycling Section is committed to reducing and eliminating waste before it is ever started. You can save money, help the environment and assist the County in achieving their source reduction goals by following the simple source reduction tips listed in this brochure.

Source reduction can result in substantial savings through reduced purchasing and disposal costs. Waste prevention also has environmental benefits including reduced energy consumption and pollution, conservation of natural resources, and less dependency on landfilling.

## Source Reduction Tips for Your Home, Office and Retail Shopping

- ◆ Purchase products in concentrated form when possible.
- ◆ Purchase items with the least amount of packaging material.
- ◆ Purchase high-quality, energy saving products and equipment.
- ◆ Repair items instead of purchasing new ones.
- ◆ Use cloth or mesh bags when shopping.
- ◆ Save and reuse bows, gift boxes and wrapping paper.



- ◆ Use thermoses and reusable containers and bags when packing lunches.
- ◆ Use rechargeable batteries.
- ◆ Return hangers to the dry cleaners for reuse.
- ◆ Donate back issues of magazines to schools or doctor's offices.
- ◆ Purchase non-toxic items whenever possible.
- ◆ Donate unwanted food, clothing, equipment, furniture and appliances to charitable organizations.
- ◆ Use the telephone instead of the FAX machine when appropriate.

- ◆ Use fluorescent lights rather than incandescent lights.



- ◆ Have printer cartridges recharged instead of buying new ones.
- ◆ Provide reusable mugs to employees, rather than buying disposable cups.
- ◆ Purchase and utilize refillable pens and mechanical pencils.



- ◆ Print or copy on both sides of paper to make two-sided copies.

- ◆ Design mailers that avoid the use of envelopes.



- ◆ Make reports and other documents available on-line.
- ◆ Post a list of paper saving tips at each copy machine.
- ◆ Request your home and office be removed from unwanted junk mail including catalogs.
- ◆ Educate family members and employees about source reduction.
- ◆ Implement an inventory management system to control waste.
- ◆ Buy only what you need
- ◆ Purchase or make your own environmentally friendly non-toxic cleaning products