

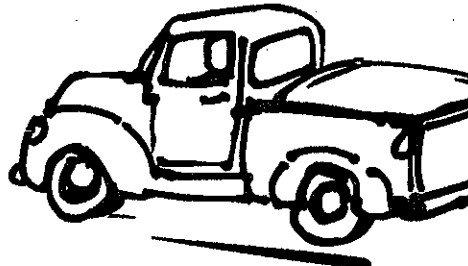
Automotive Service and Repair Shops

AN ICI WASTE REDUCTION STRATEGY HANDOUT

Get in the fast lane to waste reduction!

Here's how your auto service shop can save money, boost its "green" image, protect the environment, and support provincial and local legislation.

1. Establish a Waste Reduction Committee, with representatives from all operational areas (e.g. administrative offices, work areas, janitorial services).
2. Research waste reduction success stories in the auto service sector.
3. Conduct a waste audit in each operational area to determine the types and amounts of waste generated. Contact the Regional District for a *Waste Audit Kit*.
4. Set waste reduction goals, develop a Waste Reduction Plan, and introduce policies and procedures that support the plan (e.g. purchasing policies that require less packaging). Contact the Regional District for a *Waste Reduction Planning Kit*.
5. Identify "champions" and establish waste reduction programs in each operational area. Concentrate first on areas that produce the most waste.
6. Provide suitable recycling containers for each area (e.g. easily-accessible



- bins in office areas) and arrange for regular pick-up.
7. Educate employees (including janitorial staff) and patrons about procedures. Include recycling information in your orientation for new employees. Promote your goals and achievements by presenting recycling information in the newspaper, on posters, on the web site, through e-mail, in an employee handbook, etc.
8. Recognize staff who participate in the waste reduction/recycling program.
9. Monitor, evaluate and refine your program regularly. Enlist the help of department and janitorial staff to identify areas where more aggressive education or promotion is required.
10. **Enjoy the benefits!**

Waste Reduction Benefits

Financial Benefits include waste management and treatment costs, reduced overhead and administrative or health and safety costs, increased productivity and/or improved product quality, and/or reduced expenses in raw materials.

Regulatory Benefits may include fewer compliance requirements, decreased risk of violating regulations, and reduced time and frustration associated with reporting, permit applications, etc.

Public Image and Marketing Benefits can be realized by

promoting your environmentally-conscious practices, which could lead to free media exposure and increased sales.



Liability Benefits can be gained particularly if hazardous waste generation is reduced or eliminated.

Ecological Benefits include extending the lives of non-renewable resources, decreasing the volume of waste for disposal, and reducing the future potential of damaging or polluting the environment.

Automotive Service and Repair Shops

Reduce

- Ensure employees have good housekeeping skills, which will decrease the risk of spills and therefore reduce waste;
- Purchase products such as oil and antifreeze in bulk whenever possible;
- Use drip pans to collect waste oil, antifreeze and other liquids when changing fluids;
- Implement a "first-in, first out" inventory system to use oldest stock first, particularly for products with limited shelf lives;
- Use absorbent towels to collect spilled materials, rather than washing it into the floor drain with water or solvents;
- Purchase products with minimal packaging;
- Initiate a proper preventative maintenance program for all equipment used on-site; and
- Contract a linen and laundry supply service to provide towels and rags for cleaning purposes.

Reuse

- Install a drying rack and/or drip pan to collect reusable solvents
- Return containers to suppliers for reuse and/or examine methods of reusing or recycling containers yourself; and
- Reuse dirty solvents as a precleaning solution before using virgin solvents.



Recycle

- Segregate all waste materials to minimize contamination, spills, or evaporation, and to increase their recycling potential;
- Contract, purchase, or lease a

continues overleaf

Automotive Service and Repair Shops

continued

- collection and recycling service for solvent bath liquids, which will reduce raw material and disposal costs;
- Recover and recycle used antifreeze, motor and lubricating oils, scrap metal, lead/acid batteries, and ozone-depleting coolants;
- Send all scrap tires for recycling or retreading; and
- Promote and support the use of recycling products (e.g. oils, antifreeze).

Automotive Paint Shops

Reduce

- Ensure employees have good house-keeping skills, which will decrease the risk of spills and therefore reduce waste;
- Turn off solvent streams and cover solvent tanks to reduce evaporation when they are not in use;
- Implement rigid inventory system, to use the oldest stock first, particularly for products with a limited shelf life;
- Rework spilled materials back into the process;
- Develop, schedule and record proper

- preventative and corrective maintenance practices for all equipment used on-site;
- Whenever possible, substitute hazardous materials with non-hazardous alternatives (e.g. replace solvents with water-based cleaners or caustic solutions with detergent-based solutions);
- Purchase raw materials only when needed and in the appropriate-sized container;
- Replace solvent-based paints with alternative paints whenever possible;
- Use longer-lasting and higher-quality paint formulations;
- Replace solvent-based strippers with environmentally-friendly alternatives;
- Repaint only the damaged sections of autos;
- Ensure proper paint application techniques (e.g. pressure and nozzle control) and install efficient painting equipment (e.g. electrostatic or air-assisted airless spray systems).

Reuse

- Return/donate excess, or off-spec paints to your suppliers, charitable organizations or customers to use for touch-up;

- Contract a linen and laundry supply service to provide towels and rags for cleaning;
- Install a drying rack and/or drip pan to collect reusable solvents;
- Return containers to suppliers for reuse and/or examine methods of reusing or recycling containers yourself; and
- Reuse dirty solvents as a precleaning solution before using virgin solvents.

Recycle

- Segregate all waste materials to minimize contamination, spills, or evaporation, and to increase their recycling potential;
- Contract, purchase, or lease a collection and recycling service for solvent bath liquids, which will reduce raw material and disposal costs;
- Standardize solvent use;
- Recycle paint overspray; and
- Purchase materials that can be recycled or contain recycled content.

The Paper Chase!

While 75 percent of organizations recycle paper to some extent, it still accounts for the biggest portion of business waste. Therefore, the most important things you can do to divert waste are to reduce, reuse, or recycle all paper products.

Reducing, Reusing, and Recycling Paper Waste

- Optimize office and operational processes to eliminate paper waste;
- Educate staff about proper use of printers and photocopiers and about photocopying on both sides of paper;
- Eliminate unnecessary forms;
- Revise mailing lists to avoid unnecessary mailings;
- Encourage staff to bring "litterless" lunches;
- Provide suitable equipment (e.g. desk-side containers, large bins for areas of high paper generation);
- Contact the publishers of magazines/newspapers carried by the store to see if they will accept or buy back outdated issues for recycling; and
- Print smaller flyers on recycled paper.



Contact Information:

B.C. Green Economy Initiative	www.gov.bc.ca/ges/
B.C. Materials Exchange	1-800-667-4321
B.C. Recycling Hotline	1-800-667-4321
Recycling Council of B.C.	(604) 683-6009 www.rcbc.bc.ca
Regional District of North Okanagan	(250) 545-5368 solidsolutions@nord.bc.ca