

# MARION COUNTY COMPOSTS!

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## Employee Training

Training your staff will ensure your successful participation in Marion County Composts! This fact sheet provides helpful tips and talking points to make training quick and easy for you and your staff. If you have any questions about this fact sheet, or would like other training tips, contact Marion County Environmental Services at (503) 588-5169.

### *Tips for setting up a training*

- Include all staff handling food waste in the training.
- Hold the training where the waste is generated, using examples of materials your staff handle regularly, the containers they'll use, and stickers and posters from your collection area.
- Identify someone on each shift or work day who will be responsible for answering questions after the training, and for providing new staff orientation. After the program gets started, encourage this person to bring back new ideas to improve the system.
- Use this training as an opportunity to review good recycling practices.
- Provide talking points to staff that interacts with the public so they're ready to tell customers about your participation if asked.

### *Talking Points*

#### **Benefits of Composting**

- Food scraps, food soiled paper and waxed cardboard make up 20% of disposed waste in Marion County.
- By composting at work, we are diverting waste while creating nutrient-rich material highly valued by home gardeners, farms, nurseries and other businesses that contribute to the vitality of our community.

#### **What Can be Composted**

- All food trimmings and plate scrapings, including meats and shellfish, eggs and dairy, fruits, vegetables and bakery items.
- Food-soiled papers such as coffee filters, napkins, parchment paper, waxed cardboard (produce boxes), and pizza boxes.
- Leaves, plant or floral trimmings and grass.
- Paper towels from kitchen hand-washing stations.

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## What Cannot be Composted

- No liquids (soups can be strained and the solids can go into the collection).
- No grease/oil (your business should be using a rendering or waste-oil collection service instead).
- No paper products lined or coated with plastic (these have a shiny surface) such as coffee cups or carry-out containers.
- No glass, metal, plastic or other recyclables.
- No garbage, plastic gloves, foil wrappers, plastic straws, plastic stir-sticks or other small contaminants.

## Collection and Removal

- Let staff know when and where to empty full composting containers.
- Tell staff who collects your composting containers, and on what days.
- Tell staff how to prepare collection containers prior to filling (for example: line with a compostable bag or with newspaper).

## Staff roles

- Let staff know who to go to for questions or concerns about service level.
- Identify who will be monitoring composting bins for contamination.
- If you are washing your containers, identify the protocols for cleaning.
- If you are lining your containers with compostable bags, identify these protocols.
- Encourage all staff to suggest new ideas to improve the system.

## Problems and troubleshooting

Contact your hauling company or property manager for help with:

- Collection days or times,
- Missed pick ups,
- Additional containers and billing questions.

Call the Marion County Environmental Services at (503) 588-5169 for help with:

- Common questions or concerns,
- Free tools and resources,
- Sourcing approved compostable plastic bags or service ware items,
- General problem solving.