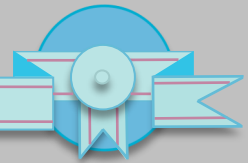


FACILITIES SERVICES

CUSTOMER SERVICE, INTEGRITY, TEAMWORK, INNOVATION, EQUITY, EXPERTISE, SUSTAINABILITY.



MAILBOX EDITION July 2018

Waste Reduction and Recycling at Work:



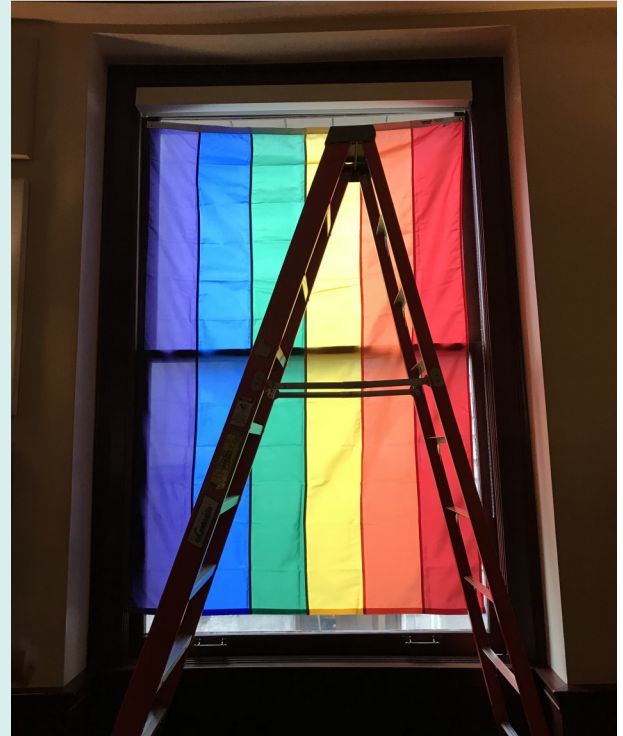
Facilities staff are participating in a pilot program with the primary goal to reduce waste and minimize contamination in their recycling and compost streams. For the month of July, Facilities has consolidated their recycling and waste containers by removing personal containers and utilizing centralized garbage containers. Facilities received valuable information

from the Bureau of Planning and Sustainability to brush up on their knowledge of the recycling and compost systems and to learn about more ways to reduce waste in an office environment. We carried out a study of our waste prior to the changes in the system and will conduct a post change study also. We hope to show that we can reduce waste and recycle and compost correctly with these changes.

If you would like to learn more about [recycling](#) and [composting](#), we hope you'll reach out to BPS too. They have a wealth of knowledge and great resources to share.

7 THINGS to keep out of the recycling bin:

1. Plastic bags
2. Plastic lids
3. Plastic clamshells
4. Frozen / Refrigerated boxes
5. Paper cups
6. Pizza boxes
7. Batteries, of any kind



Facilities Services was proud to have installed the nine Pride Flags in City Hall's Council Chambers for the month of June!

Facilities Link is the best way to submit your service requests!

FACILITIES LINK

If you have [Maintenance](#), [Janitorial](#) requests, or [Elevator Incident Reports](#), use the online forms on the Facilities [website](#). More links will be launched this month.

Remember that Facilities Link is not a means to report any emergency.

EMERGENCY CONTACTS:

- ◇ LIFE-THREATENING EMERGENCIES911
 - ◇ FACILITIES SECURITY ISSUES(503) 823-7777
 - ◇ MAINTENANCE EMERGENCIES(503) 823-5252
 - ◇ GAS LEAKS NW NATURAL(800) 882-3377
- THEN CALL FACILITIES (503) 823-5252*



COMING SOON: Facilities Coordinator Quarterly Connection this September!

