



THE PORTLAND BUILDING RECONSTRUCTION PROJECT

Portland Building Clean-up – Part 2!

When: Thursday, September 21.

Location: Your floor

Questions?: Check with your [Change Manager](#)

There will be additional resources on hand to support your bureau's clean-up effort. Please adhere to the [City's Records Management Policies](#) before discarding items.

Please visit the [Resources for Unwanted](#) Stuff page as you prepare to clean.



Speed packs (above) will be delivered to your floor's freight landing zone. **Place new, or gently used surplus desktop office supplies here!**



Recycle/Trash

Additional resources will be on hand to empty your floor's trash reciprocals and blue recycling bins **from 8:00 a.m. – 3:00 p.m.**

- Thursday, September 21

Electronics

On Thursday, Sept. 21 from 2:00 p.m. – 4:00 p.m.; bring your unwanted micro electronics to the Salem Room in the basement of the Portland Building. Submit a Helpdesk ticket for large electronic removal.