COMMANDANT OF MIDSHIPMEN INSTRUCTION 5093.1A

From: Commandant of Midshipmen, U.S. Naval Academy

Subj: BANCROFT HALL RECYCLING PROGRAM

Ref: (a) OPNAVINST 5090.1 (series)
     (b) U.S. Code Title 42

1. Purpose. To promulgate the policies and procedures for implementing a successful recycling program in Bancroft Hall, U.S. Naval Academy.

2. Cancellation. COMDTMIDNINST 5090.2.

3. Scope and Applicability. All personnel assigned to the U.S. Naval Academy (USNA) shall familiarize themselves with the Bancroft Hall Recycling Program and the policies and guidance listed in references (a) and (b).

4. Background

   a. Per reference (a), the Navy has required shore facilities to develop and implement an Integrated Solid Waste Management Plan (ISWMP).

   b. The following communications have been formalized to set this program in motion: Federal Compliance. Recycling in Bancroft Hall is mandated by federal law under reference (b). Specifically, chapter 82, subchapter VI, section 6961, dictates "Each department, agency, and instrumentality of the executive, legislative, and judicial branches of the Federal Government; (1) having jurisdiction over any solid waste management facility or disposal site, or (2) engaged in any activity resulting, or which may result, in the disposal or management of solid waste or hazardous waste shall be subject to, and comply with, all Federal, State, interstate, and local requirements, both substantive and procedural (including any requirement for permits or reporting or any provisions for injunctive relief and such sanctions as may be imposed by a court to enforce such relief), respecting control and abatement of solid waste or hazardous waste disposal and management in the same manner, and to the same extent, as any person is subject to such requirements, including the payment of reasonable service charges.

5. Responsibilities

   a. The Commandant Facilities Director (CFD). Shall be responsible for overseeing and sustaining efficiency in the Recycling Program and ensuring the standards are upheld.

   b. The Brigade Recycling Sergeant Major (BRSM). Shall meet the following qualifications:
(1) Show enthusiasm and dedication to recycling by submitting a short essay detailing plans, experience, and expectations to the CFD and USNA Recycling Manager.

(2) Be a 2/C Midshipman.

(3) Hold the position for one semester.

(4) Is responsible for:

(a) Coordinating the recycling program responsibilities between the Brigade of Midshipmen, the Regimental Recycling Representatives (RRR), and the CFD.

(b) Assigning and conducting periodic observation and recording of recycling progress in Bancroft Hall.

The RRR. Will be interviewed and chosen by the BRSM. Shall meet the following qualifications:

(1) Show enthusiasm and dedication to recycling by explaining ideas, experience, and expectations in an interview with the BRSM.

(2) Be a 2/C Midshipman.

(3) Hold the position for one semester.

(4) Are responsible for:

(a) Coordinating and overseeing the Bancroft Hall Recycling program in their respective regiments.

(b) Working directly with the Company Recycling Coordinators (CRC) to ensure the successful implementation of each in-company recycling program.

(c) Communicating continually with the BRSM about the concerns and suggestions of the CRCs.

The CRC. Will be appointed by the Company 1st LT one month before the end of each semester to run the program the following semester. Shall meet the following qualifications:

(1) Be midshipmen able to show enthusiasm and dedication to the recycling program.

(2) Be a 2/C or 3/C Midshipman.

(3) Are responsible for:

(a) Effective communication between midshipmen and the RRR.

(b) Implementation of the Bancroft Hall Recycling Program in-Company by:

(1) Informing and training their Companies about the recycling program.
(2) Ensuring adherence by the Company to the recycling effort.

(3) Attending periodic problem/progress meetings conducted by RRRs.

(4) Conducting walkthroughs of designated Battalions/Companies.

(5) Reporting recycling equipment deficiencies, like missing recycling bins, to the RRR.

6. The Bancroft Hall Recycling Program

a. Recycling Equipment

   (1) Each Company has three 35-gallon recycling bins in each Company area.

   (a) Each bin is labeled and is used for:

   (1) aluminum, plastic, glass

   (2) mixed office paper

   (3) cardboard

   (b) The bins have been placed in an appropriate, non-fire hazardous location.

   (c) CRCs and Company 1st LTs will ensure that each room has one black trash bin and one blue recycle bin.

   (d) Each Company shall have two metal hanger collectors. These will be provided by the laundry service center and will be used to collect all metal and combined cardboard/metal hangers.

   (e) The full hanger collectors will be brought down to the laundry center in exchange for two empty hanger collectors.

b. Recycling Routine. The recycling routine shall consist of the following:

   (1) Plastics, glass, and aluminum will be disposed of by midshipmen in their rooms into the blue recycle bin.

   (2) Recycle bins will be placed outside in the morning (same as trash). Assigned duty section members, after the 0630 muster, will transfer recycling from midshipmen room bins to centralized Company 35-gallon recycle bins.

   (3) The 35-gallon bins will be emptied by contracted services on a daily basis or as needed to ensure cleanliness and good order.

   (4) The dumpsters will be emptied by USNA Recycling Personnel under the direction of the USNA Recycling Manager.
Note: Any duty assumed by paid trash/recycling personnel shall no longer be the responsibility of the duty section.

7. Feasibility. Effective recycling procedures make sense financially, strategically, and ethically. If recycling is conducted efficiently, it yields revenues, reduces our dependence on foreign and domestic supply sources, and promotes good stewardship of the environment while complying with federal law.

8. Records Management

   a. Records created as a result of this instruction, regardless of format or media, must be maintained and dispositioned for the standard subject identification codes (SSIC) 1000 through 13000 series per the records disposition schedules located on the Department of the Navy/Assistant for Administration (DON/AA), Directives and Records Management Division (DRMD) portal page at https://portal.secnav.navy.mil/orgs/DUSNM/DONAA/DRM/Records-and-Information-Management/Approved%20Record%20Schedules/Forms/AllItems.aspx.

   b. For questions concerning the management of records related to this instruction or the records disposition schedules, please contact your local records manager or the DON/AA DRMD program office.

9. Review and Effective Date. Per OPNAVINST 5215.17A, the CFD will review this instruction annually around the anniversary of its issuance date to ensure applicability, currency, and consistency with Federal, Department of Defense, Secretary of the Navy, and Navy policy and statutory authority using OPNAV 5215/40 Review of Instruction. This instruction will be in effect for 10 years, unless revised or cancelled in the interim, and will be reissued by the 10-year anniversary date if it is still required, unless it meets one of the exceptions in OPNAVINST 5215.17A, paragraph 9. Otherwise, if the instruction is no longer required, it will be processed for cancellation as soon as the need for cancellation is known following the guidance in OPNAV Manual 5215.1 of May 2016.

J. P. MCDONOUGH III

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