DEPARTMENTS OF THE ARMY AND THE AIR FORCE
LAND COMPONENT, JOINT FORCES HEADQUARTERS KANSAS
2800 SOUTHWEST TOPEKA BOULEVARD
TOPEKA, KS 66611-1287

JFHQKS-TAG 28 September 2007

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: TAG Policy Letter No. 8, Kansas Army National Guard Qualified Recycling Program (QRP) Instructions

1. Recycling turns materials that would have been thrown away into valuable resources that generate a wide range of environmental and financial benefits, including reducing waste disposal costs. Through recycling, we conserve our natural resources, prevent pollution, and reduce the need for new landfills. This is an important and easy way for all of us to contribute to the protection of our environment, and the citizens of Kansas.

2. Recycling of reusable materials by Army activities is required by Army Regulation (AR) 200-1 and DoD Instruction 4715.4, and is a cornerstone of sound environmental stewardship as outlined in the TAG Policy Letter No. 7, Kansas Army and Air National Guard Environmental Policy, dated 26 September 2007.

3. I am committed to ensuring that all Kansas Army National Guard (KSARNG) activities recycle paper, cardboard, and scrap metals to the greatest extent possible, and am establishing a KSARNG Qualified Recycling Program (QRP) with the following goals:

a. To divert or recover reusable materials from waste streams, and

b. To identify and properly segregate the materials to maintain their recycling potential.

4. All KSARNG units, facilities, and activities will comply with the following requirements:

a. Aircraft and vehicle maintenance activities (AASFs, FMSs, CSMS, MATES, RTS-M, RSMS-Riley, RSMS-Salina, A-TEAM) will continue to collect scrap metal in proper containers and recycle those through the USPFO Warehouse.

b. The State Defense Building Complex (Topeka) and the Kansas Training Center (Salina), as well as the AASFs, FMSs, and RSMS-Salina will properly segregate and collect white paper, mixed paper (newspaper, magazines, etc), and cardboard and recycle those materials through the USPFO Warehouse. KSARNG tenant activities at Fort Riley (the Camp Funston Training Area (CFTA), MATES, A-TEAM, RSMS) and at Fort Leavenworth should recycle paper and cardboard through their respective installation's recycling program. These tenant activities should obtain receipts or other records showing how much paper and cardboard

were recycled and submit them to the USPFO Warehouse, ATTN: Recycling Manager, within five (5) business days to ensure that required tracking of recycled materials is accomplished.

c. All other activities may choose to transport their recyclable materials to their supporting FMS for recycling, or recycle materials locally through a local recycler. If activities choose to recycle locally, the following requirements apply:

(1) A receipt or other document showing the type and amount of material recycled must be obtained from the recycler. A copy should be submitted to the USPFO Warehouse, ATTN: CW4 Shafer, within five (5) business days to ensure that required tracking of recycled materials is accomplished.

(2) Activities are prohibited from receiving money (or any other type of compensation) from recyclers. This does not apply to the recycling of aluminum cans, which is permitted at the local level.

5. Proceeds from the materials recycled through the USPFO Warehouse will be handled in accordance with DoD QRP guidelines. These proceeds will be used for purchasing equipment and other materials required ensuring the continued operation of the recycling program. Of the remaining balance, up to 50% may be used to fund other environmental projects with the remainder expended that will directly benefit the facilities and units through Morale, Welfare, and Recreation (MWR) type projects.

6. This memorandum updates TAG Policy Letter #8, dated 18 November 2003.

7. The POC for this program and all other environmental issues is MAJ Anthony Randall, Environmental Program Manager, at (785) 274-1151, anthony.randall@us.army.mil.

Todd M. Bunting

TOD M. BUNTING, Major General, KSNG
The Adjutant General

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