



Developed in partnership by the Somerset County Department of Health
And the Somerset County Division of Solid Waste Management

Recycling Responsibilities of Somerset County Businesses, Institutions and Industries

Recycling at the source is **MANDATORY** under New Jersey law and the County's Solid Waste Management Plan

NJDEP-defined recyclable materials list:

- Glass containers
- Aluminum containers (non-foil), steel & tin cans
- Corrugated cardboard
- Newspaper, mixed paper (magazines, glossy inserts, office papers)
- Plastic bottles (PETE-1 or HDPE-2)
- Batteries & florescent light bulbs
- Yard waste (leaves, brush, stumps, logs, tree parts)
- Tires and used motor oil

The Bottom Line on Compliance.....Source-Separate!

The Somerset County Department of Health, in conjunction with the Somerset County Division of Solid Waste Management are providing this guidance fact sheet to educate Somerset County businesses, institutions and industries about the compliance and enforcement regulations and resources that are in place.

Our goal is to assist our community business partners to understand and implement recycling compliance actions at their workplace in order to achieve a more environmentally conscious community.

Your Responsibilities:

- **SEPARATE** all NJDEP-defined recyclable materials from your garbage
- Provide adequate container space for recyclable materials
- Clearly mark your containers
- Notify Patrons and employees of recycling locations and recyclable items
- Maintain disposal receipts for 3 years
- Report annually to your municipal recycling coordinator

What happens during an inspection?

Somerset County Department of Health inspectors will evaluate:

Indoor:

- Are there indoor containers available for easy use by customers & staff?
- Are the containers adequate to hold all materials & clearly marked?
- Is there contamination of recyclables with garbage?

Outdoor:

- Are there outdoor containers for storage of collected materials?
- Is there any cross-contamination of the garbage with source-separated recyclables?
- What hauler arrangements are in place for collection of trash and recyclables?

Notice of Violation—What Do I Do Now?

If your recycling efforts are found to be out of compliance, the following corrective measures are necessary.

SCDH will always give a 30-day “grace period” to reply to an NOV. Within that time frame, submit to SCDH a written **plan of action** outlining the following steps:

- Use signs, posters, company policies, etc. to educate employees on “what goes where”.
- Contact your [municipal recycling coordinator](#) for guidance on any of the above & to ensure that you also meet any applicable local requirements.
- Contact your hauler and make/confirm the arrangements for pick-up of your recyclable materials.
- Order indoor and/or outdoor containers in sufficient quantity to deter mixing of garbage & recyclables by customers & employees.

Failure to respond to an NOV can result in the assessment of fines, beginning at \$1,000 per day

A Word of Caution.....

Some facilities have been relying on their haulers to separate materials for them. This does NOT relieve the owner/operator from their recycling responsibilities under the law.

You must separate at the source unless you get prior written approval from your municipal recycling coordinator.



A List of Municipal Recycling Coordinators:

TOWN	PHONE #
Bedminster	(908) 212-7015
Bernards	(908) 204-3084
Bernardsville	(908) 766-3000
Bound Brook	(732) 356-0833
Branchburg	(908) 526-1300
Bridgewater	(908) 725-5750
Far Hills	(908) 234-0611
Franklin Twp.	(732) 249-7800
Green Brook	(732) 968-1023
Hillsborough	(908) 369-4313
Manville	(908) 725-5512
Millstone	(908) 359-9463
Montgomery	(908) 874-3144
North Plainfield	(908) 769-2907
Peapack-Gladstone	(908) 234-1259
Raritan	(908) 231-1300
Rocky Hill	(609) 924-7445
S. Bound Brook	(732) 356-0258
Warren	(908) 753-5226
Watchung	(908) 756-0080