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**LITTER PREVENTION AND CONTROL POLICY**

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**Category:** Events and Facilities

**Responsible Office:** Environmental Health & Safety Office

**Date Established:** 05/01/2011

**Date Last Revised:** 03/23/2015

**Date Posted to Library:** 04/01/2016

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**POLICY SUMMARY**

This policy is intended to ensure that litter is prevented, controlled, and properly managed in accordance with applicable laws and regulations. It identifies the hazards, regulatory requirements, responsibilities, measures and practices to prevent and control litter.

**POLICY**

**Policy Statement**

All individuals participating in the SUNY Buffalo State community and using its facilities have a responsibility to help safeguard the conditions of the grounds for health and safety reasons, as well as for visual appearances. Consistent with these objectives, the following standards apply:

1. All members of the public shall:
  - a. Place their personal waste, litter, or spent materials into waste or recycling receptacles as appropriate;
  - b. Close waste receptacles after use so as to prevent re-release of litter to the environment or entry of rain water into the receptacle.
2. All members of the public are asked to:
  - a. Report locations of observed litter, trash, or material spills on campus grounds to the Campus Services Office at (716) 878-6111;
  - b. Report any non-compliance (i.e., littering, storm drain dumping) activities to their supervisors (in the case of SUNY Buffalo State employees' activities) or to University Police at (716) 878-6333 for enforcement action;
  - c. Act as "good Samaritans" by organizing volunteer clean-up activities or individually picking up litter or trash left by others and placing it into receptacles.
3. In addition to responsibilities and expectations identified for members of the public in items 1. & 2. (above), designated employees of SUNY Buffalo State's offices of Campus Services, Facilities Maintenance and Residence Life, as part of their normal or assigned duties, shall:
  - a. Properly maintain and empty waste receptacles, remove litter from campus premises, and clean up spilled materials;
  - b. Conduct their work activities in a manner that reduces the potential for spills to the extent practicable; and
  - c. Complete litter and/or spill prevention and control training, when assigned by their supervisor or management.

## Litter Prevention and Control Policy

4. The directors of the offices of Campus Services, Facilities Maintenance and Residence Life shall:
  - a. Assign personnel and designate duties to ensure routine trash and recyclables collection and placement of collection receptacles;
  - b. Provide equipment and supplies as necessary for employees to safely and properly clean up and manage litter and waste;
  - c. Promote and support "good Samaritan" volunteer clean-up activities to the extent practicable; and
  - d. Take appropriate, corrective, supervisory action to prevent recurrence with employees in their respective departments, who are reported to be in non-compliance with this policy.

### **Background**

SUNY Buffalo State is committed to maintaining a litter-free campus setting that minimizes its environmental foot print to the extent practicable. Littering imposes clean-up expenditures on the order of thousands of dollars to the college each year and diverts scarce resources away from other necessary maintenance functions. Aside from the costs, litter can become a blight on the campus and the surrounding community with adverse impacts to environmental resources, habitat, and human health. Litter can contaminate or detrimentally affect air quality and water resources -- such as Scajaquada Creek -- which receives storm water run-off from the campus premises. Given its consequences, littering on campus grounds with waste, debris, or any other discarded materials by any member of the public is hereby prohibited.

### **Applicability**

This policy applies to all members of the SUNY Buffalo State community including, but not limited to, employees, students, visitors and contractors who utilize, visit, or work on the campus at 1300 Elmwood Avenue, or any other physical location for which SUNY Buffalo State is responsible.

### **Responsibility**

#### **Who should know this policy**

- Members of the SUNY Buffalo State community
- Students
- Visitors
- Contracted workers
- Environmental Health & Safety Office staff

#### **Environmental Health & Safety Office**

- The Environmental Health & Safety Office is responsible for: maintaining this policy; advising or training campus employees and the public on proper and safe methods for collection and disposal of litter and trash; providing guidance on recyclable materials; monitoring campus adherence to this policy; and reporting instances of non-compliance to appropriate officials and/or levels of management.

## **RELATED INFORMATION**

### **Documents and Forms:**

Training and information on hazards and safe practices for conducting cleanup activities is available from the Environmental Health & Safety Office located in the Clinton Center. Please call (716) 878-4038.

Environmental Health & Safety Office Internal Reference: LTC-011-001rev1.jpb

### **Related Links:**

[New York State Department of Environmental Conservation – State Pollutant Discharge Elimination System \(SPDES\) Municipal Separate Storm Sewer System \(MS4\) General Permit # GP-0-10-002, 2010](#)

[New York State Department of Motor Vehicles - CL Vehicle & Traffic Sec. 1220, 2004](#)

## **CONTACT INFORMATION**

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Buffalo, NY 14222

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## **REVISION HISTORY**

**Date of change:** 03/23/2015

**Brief description of edit:** Adapted to standard template

## **APPROVAL**

Approval prior to 2016