

# LUT Universities Waste disposal guide

Updated 3.10.2023 .

On a Green Campus, every one of us has an impact on our shared carbon footprint. We strive to save in procurement and recycling costs by making wise material choices, reducing the use of water, plastic and other materials, and continually developing operations. We monitor the material that is recycled at the monthly level, and we issue instructions and guidelines in order to reduce the amount of waste.

We sort our waste properly and we ensure that the majority of usable material is used again via recycling. Building Owners is responsible for collecting energy waste, biowaste, dry waste, office paper, cardboard, and glass and metal waste and delivering it for further processing. The university is responsible for disposing of WEEE waste, confidential documents, dangerous waste and oil, and for recycling metal parts produced in large-scale operations. LUT universities monitor the amounts of recycling on a monthly basis and aim to reduce the amount of waste through instructions and education.

Map of recycling points on campuses is at the end of document.

## 1. BIO WASTE

This is sorted into the biowaste containers in the canteen and departments, from which the kitchen staff and cleaners will take it to the BROWN collection containers in the waste shelters.

### YES

- Fruit and vegetable peel
- Filter bags with coffee grounds
- Soft paper, such as paper napkins
- Plant parts and wilted flowers

### NO

- Liquids
- Plastic bags and packaging
- Biodegradable nappies and sanitary pads
- Animal excrement
- Soil and sand
- Chewing gum, ash, cigarette ends

## 2. ENERGY WASTE

Most of the campus waste is energy waste and ends up in waste burning powerplants. Energy waste is delivered in the **ORANGE** containers in the waste shelters.

### YES

- Plastic (not PVC) and plastic products
- Rubber and tarpaulins
- Styrofoam, polyurethane, foam plastic
- Soiled paper and cardboard
- Clean, treated wood such as parquet, particle board, fibre board

### NO

- Biowaste
- PVC plastic
- Clothes, textiles and leather
- Used hygiene products
- Cleaning and sweeping waste
- Impregnated wood or hazardous waste
- Metal, glass, ceramics and soil

## 3. MIXED WASTE

Mixed waste produced in offices and laboratories that cannot be recycled. Dry waste is placed in the trash bins, from which the cleaners will deliver it to the **GREY** containers in the waste shelters.

### YES

- Dirty plastic products and packaging and polystyrene
- Dirty paper, cardboard and cartons
- Used hygiene products, nappies
- Cleaning waste, vacuum cleaner bags
- Textile waste
- Leather, rubber, glass fibre
- Wood-based waste
- Biowaste unless recycled separately

### NO

- Recyclable waste
- Hazardous Waste

#### 4. OFFICE PAPERS AND MAGAZINES

Put in collection boxes in offices or corridors, from where cleaners transport them to **GREEN** containers placed in waste shelters. Larger batches can also be taken directly to collection containers.

##### YES

- Newspapers and magazines
- Advertisements and brochures
- Envelopes
- Copying paper and printouts
- Books and product catalogues, with soft or hard covers removed
- White paper bags

##### NO

- Copy paper
- Confidential documents
- Aluminium or wax coated paper
- Gift and wrapping paper
- Cartons, cardboard, plastic

#### 5. Muovi

The plastic packaging is recycled at Lappeenranta Campus restaurants and goods reception points. Put in **YELLOW** containers at recycling points and waste shelters. Plastic collection coming soon in Lahti Campus.

##### YES

- Plastic packaging from staff breakrooms
- Plastic packaging and wrapping
- Plastic straps and bands
- Expanded polystyrene (EPS) packaging
- Plastic sales and transport packaging and multi-packaging
- Plastic boxes and tubes
- Plastic bottles and canisters (rinsed, caps off)

##### NO

- Separately collected plastic packaging such as LDPE film
- Production waste
- Large plastic packaging, such as IBCs, pallets, barrels and big bags
- Dirty plastic packaging
- Packaging containing traces of hazardous substances
- Other materials, such as cardboard, metal and wood

## 6. CARDBOARD

Place in collection trolleys on the lower floors or waste canopies of each construction phase.  
Note! To save space, the boxes should be flattened.

### YES

- Cardboard boxes
- Corrugated cardboard
- Kraft paper
- Brown cardboard
- Brown paper bags

### NO

- Wet or dirty cardboard
- Film-coated cardboard
- Plastic or polystyrene
- Liquid cartons

## 7. METAL PACKAGING

Small metals are collected in a collection container at the hallways or directly in collection containers in the waste shelters. Metals from research processes and large metals are sorted directly to the scrap yard as needed.

### YES

- Tin cans
- Non-deposit beverage cans
- metal objects, caps and lids
- Kettles and frying pans
- Aluminium foil and disposable baking pans
- Empty and dry paint cans
- Empty and non-pressurized aerosol bottles

### NO

- Hazardous waste
- Electrical appliances or waste electronic equipment

## 8. GLASS PACKAGING

Glass waste is collected at recycling points in corridors or directly in collection containers in the waste shelters.

### YES

- Coloured and clear glass bottles and jars used as packaging

- Glass bottles with a deposit
- Glassware (such as drinking glasses, bowls, coffee pots, glass lids of kettles)
- Porcelain, ceramics, crystal
- Window glass, mirror glass
- Glass objects such as lamps
- Opal glass (e.g. opaque glass of cosmetics packaging)
- Hospital glass (ampoules and injection bottles)

### NO

## 9. CONFIDENTIAL DOCUMENTS (FOR DESTRUCTION)

Place in locked 240l containers in corridors and common areas. Remeo Oy is responsible for the disposal. The containers are locked in LUT's premises with Remeo locks. They are then moved to Remeo's premises to await disposal. After picking up, the containers remain in the possession of Remeo or its subcontractor at all times.

## 10. LUOTTAMUKSELLISET KALVOT, DISKETIT, CD-ROMPUT, MIKROFILMIT, IRROITETUT KOVALEVYT JA DAT- VARMISTUSNAUHAT

Notification of the materials on a campus-specific basis to the facility service/IT-services which will deliver them to collection containers and further recycling. Remeo Oy is responsible for the disposal.

## 11. ELECTRIC AND ELECTRONIC SCRAP THAT HAS BEEN REMOVED FROM USE

- IT devices, office machines
- Small household appliances
- Entertainment electronics
- Washing machines, stoves
- Other electrical and electronic devices
- Everything that contains so-called electric wires

Refrigeration equipment is collected separately and delivered directly to municipal/public collection points.

Devices should be removed from the device registry and hard drives removed from the PC. Hard drives are disposed of in accordance with section 10 and other material is reported campus-specific to the facility service/IT services, which will deliver the equipment to collection containers and further recycling.

Remeo Oy is responsible for recycling on both campuses.

## 12. OIL WASTE

Clear and black oils must be collected separately. Collected on campuses appropriately and delivered about once a year for oil recovery.

## 13. VAARALLISET JÄTTEET

- Accumulators
- Chemicals, etc.
- Solid oil waste
- Paint
- Aerosol bottles

Hazardous waste is disposed of directly by the School or Education Department.

**ATTENTION! THE CONTAINERS MUST ALWAYS BE LABELLED WITH INFORMATION ON THE WASTE AND CONTACT PERSON, AND A SAFETY DATA SHEET MUST BE ATTACHED. TRANSPORT DOCUMENTS MUST BE ARCHIVE FOR THREE YEARS!**

#### 14. BATTERIES

Collection points can be found in a few places on campuses. Tilapalvelut takes care of the batteries for hazardous waste collection. Stores selling batteries also accept used batteries.

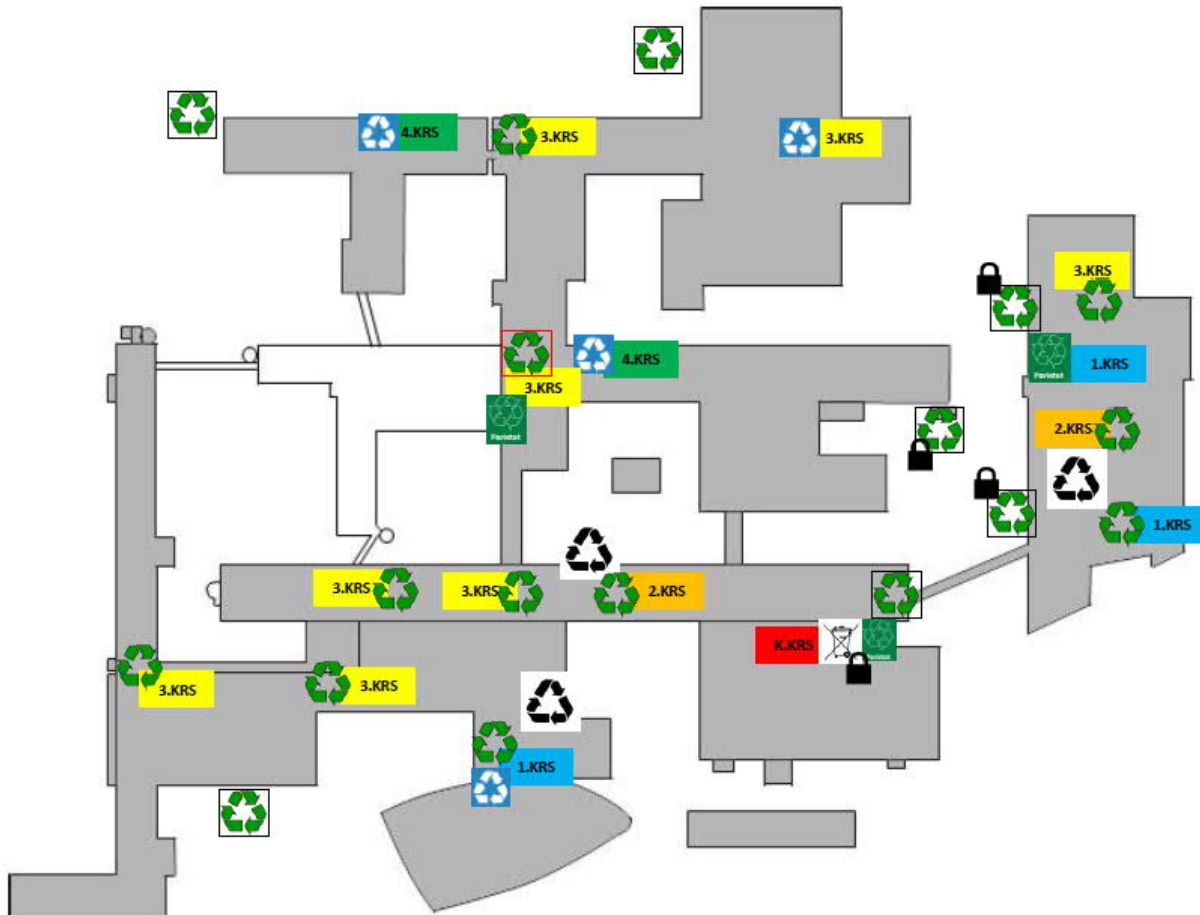
#### 15. EMPTY INK CASSETTES AND TANKS

The university has switched from its own printers to the use of multifunctional devices. The amount of waste has therefore been drastically reduced. Individual cartridges should be disposed of in accordance with the handling instructions on the package.

More information about recycling:

At Lappeenranta: [tilapalvelu@lut.fi](mailto:tilapalvelu@lut.fi)

At Lahti: [tilapalvelut@lab.fi](mailto:tilapalvelut@lab.fi)



**KIERRÄTYSPISTE**  
(sekajäte/biojäte/energiajäte)



**RECYCLING POINT**  
(mixed waste/biowaste/energy waste)

**KIERRÄTYSPISTE +**  
(pullot/paperi/energia/kuiva  
Metalli/lasi/bio)



**RECYCLING POINT +**  
(bottles/paper/energy/dry/metal/glass/bio)

**JÄTEKATOS**  
(energia/kuiva/Metalli/pahvi/lasi/)



**WASTE COLLECTION SHED**  
(energy/dry/metal/cardboard/glass)

**PARISTOKIERRÄTYS**



**BATTERY RECYCLING**

**SER**  
sähkö- ja elektroniikkalaiteromu



**WEEE**  
waste electrical and electronic equipment

**TUHOTTAVA PAPERI**



**PAPER TO BE DESTROYED**

**PALAUTUSPULLOT**  
(Ravintolat)



**RECYCLING BOTTLES**  
(Restaurants)

**LUKITTU TILA**  
Soita: 029-4462669



**LOCKED ROOM**  
Call: 029-4462669

## Lappeenrannan kampuksen kierrätyspisteet