

Bargaining Unit employees should review their appropriate Collective Bargaining Agreement (CBA) to determine if this procedure applies to them. In case of a conflict between the applicable CBA and these procedures, the provision in the CBA controls.

Procedure No.:

Revision No.: 1

Effective:

Review/Revision Date:

Zero Waste Procurement Procedure

OVERVIEW: This procedure outlines Alachua County's

SCOPE: This procedure applies to all employees in permanent, budgeted positions of the Board of County Commissioners.

PROVISIONS:

1. Purchasing of plates, cups and silverware for Alachua County events for employees, events open to the public and employee break rooms.
 - a. Minimize the use of all single-use materials including plastic and paper disposable plates, cups and silverware, straws, stirrers and disposable water bottles and coffee cups.
 - b. When possible use washable plates, cups and silverware.
 - c. If washable plates, cups and silverware are not available or their use is not feasible use PFAS (Per- and Polyfluoroalkyl Substances) - free compostable products. Contact the Solid Waste and Resource Recovery Department for a list of available options.
2. Purchasing of bottled water
 - a. Minimize the purchase of water in plastic disposable bottles. Promote the use of water supplied by the municipal utilities in the County. Emergency water supplies and locations where good water quality water is not available are exempt from this procedure.
3. Paper Products
 - a. All copy paper will be 100% or at least 50%, fiber products, toilet paper, file folders, envelopes and other unspecified paper products will be unbleached and made of recycled content with a minimum of 30% post-consumer materials.