

Safety Guide for Glass Collection/Recycling for Unity Area Regional Recycling Center

I. Collect Glass Safely from Residents

It is important to create a glass collection system that minimizes residents' exposure to broken glass.

A. Provide a safe area for residents to drop off their glass.

- a. Create a clear path to the glass collection area and make sure it's clean of any broken glass.
- b. Make the glass collection bin easily accessible to people of all abilities.
- c. Clearly mark the glass recycling bins. See Figure 1. for Unity's glass recycling sign.
- d. Eliminate risks from broken glass. Ask residents and staff to place glass containers in the recycling bin instead of throwing them in. This minimizes flying shards that have the potential to injure residents and/or staff. Broken glass on the ground or floor also poses a threat to anyone at the site.



Figure 1. Unity Area Regional Recycling Center's Glass Recycling Sign

- e. If glass inadvertently gets broken, it's important to make sure that it gets cleaned up immediately.

Tips for Cleaning Up Broken Glass

- Place a cone or some other warning sign to alert residents and staff to the broken glass area.
- Use a long-handled grabber for picking up big pieces of broken glass and dispose of as trash.
- Use a broom or small rake with a dustpan for cleaning up smaller pieces of broken glass on the ground or floor and dispose of as trash.

II. Post Glass Safety Sign at Site

Be sure to create and post a glass safety sign or poster to remind staff to remain safe when collecting and handling glass. See Figure 2. for Unity's glass safety poster.

III. Use of Personal Protection Equipment by Staff

Use of personal protection equipment (PPE) is a must for staff who are responsible for moving, handling or crushing the collected glass. This includes:

- Safety glasses with side shields are preferable.
- A face shield or face mask is needed to guard against breathing in any glass dust expelled from the crusher.
- Cut-proof gloves are necessary. Ordinary insulated gloves are not good enough protection from getting cut.
- Due to the volume of the glass crusher motor when operational, ear protection is also necessary.

IV. Moving Containers of Collected and Crushed Glass

A forklift should be used to move any full containers of glass (whole bottles or crushed). If barrels are used for the glass collection bins, staff should avoid rolling them to the storage area to avoid back injuries.

V. Use of Exhaust Fan When Operating Crusher

Be sure that the exhaust fan is turned ON when operating the crusher. The fan helps to remove the airborne dust expelled during the crushing process.



Figure 2. Unity Area Regional Recycling Glass Safety Poster