



Reopening Greener at NYC Cultural Institutions

Visitor Operations

- Inform visitors of the institution's COVID-19 cleaning procedures
- Remind visitors of their role in keeping the institution sanitary
- Educate visitors on recycling with easy-to-read signage and easy-to-locate recycling bins

Back-of-House Operations

- Proper recycling signage, bin placement, ease of access
- Hold periodic staff meetings on recycling and waste procedures
- Add new waste removal procedures for proper disposal of PPE

Cafeteria / Catering

- Proper food and food packaging recycling, signage, bin placement, ease of access
- Waste reduction signage. Ex. "Take what you need"; "Straws by request"
- Organics recycling for businesses is still in large part in effect

Special Events

- Understand the change in waste stream from daily disposal
- Organize recycling and waste removal services for event waste streams
- Prepare reusable/recyclable materials and store surplus for future events
- Posters or children's games with both cultural and environmental lessons

Staying Virtual

- Review and update facilities operations to recycle additional materials:
 - Follow NY State requirements to recycle electronics
 - Learn how you can donate, rather than discard, used or surplus materials and lost-and-found items (DonateNYC, Materials for the Arts, RefashionNYC)
- Make sure your recycling signage shows the items required by NYC (DSNY) (on.nyc.gov/agency-recycling)
- Release a video on "Sustainability at [your institution]" to keep visitors engaged
- Plan how your cafeterias will meet the new Commercial Organics Requirements (nyc.gov/organics)

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