

Mountain Province State University

Waste Disposal, Segregation, and Landfill Measurement Policy

I. Rationale

Mountain Province State University (MPSU) generates solid, laboratory, clinical, and special waste through its academic and administrative operations. While MPSU currently practices waste segregation and collaborates with the Local Government Unit (LGU) of Bontoc for disposal, a unified and formal policy is needed to ensure compliance with **Republic Act 9003 (Ecological Solid Waste Management Act)** and the **Municipal Solid Waste Ordinances of Bontoc**, and to strengthen the University's environmental sustainability initiatives.

This policy institutionalizes existing practices and introduces a Waste Diversion Monitoring System to measure and reduce the volume of waste sent to landfill.

II. Institutional Context

MPSU already implements the following systems:

1. Waste Management Operations

- Waste segregation into **biodegradable, recyclable, residual, and special waste**, as provided in the General Services Office (GSO) Operations Manual.
- Utility personnel report **30–35 kilograms of mixed waste generated daily**, collected every morning due to full bins (MPSU Waste Tracking Report).

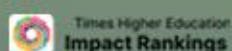
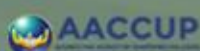
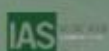
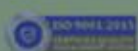
2. Waste Collection Schedule

- **Biodegradable waste:** collected Monday–Friday
- **Recyclable waste:** collected Monday/Wednesday/Friday
- **Residual and Special waste:** collected by the LGU Bontoc every Saturday at 7:00 AM

3. Laboratory Waste Guidelines

From the Chemistry Laboratory Manual:

- Proper disposal of solids, limited flushing of small chemical quantities, and mandatory spill cleanup.
- Strict return of reagents and proper storage and labeling of wastes.





4. Clinical/Biomedical Waste

- Generated primarily by Nursing and allied programs.
- **Collected and buried by the General Services Office (GSO)** in campus-designated biomedical burial pits.

5. Collaboration With LGU Bontoc

The LGU of Bontoc operates the municipality’s **sanitary landfill**, as referenced in local government and EMB-CAR environmental documents.

Although these documents are not MPSU-specific, the University actively supports the LGU’s waste-management system by:

- Turning over properly segregated residual and special waste to LGU collectors
- Following LGU’s weekly landfill collection schedule
- Ensuring campus waste practices reduce the landfill burden
- Aligning campus waste operations with municipal and provincial solid waste systems

This policy formalizes MPSU’s partnership with the LGU by requiring regular measurement and reporting of waste delivered to the municipal landfill.

III. Policy Statement

MPSU shall:

1. Implement strict waste segregation and responsible disposal across all University units.
2. Safely manage laboratory, chemical, clinical, hazardous, and special wastes.
3. Collaborate with LGU Bontoc in transporting residual and special waste to the municipal sanitary landfill.
4. Measure and report the amount of waste:
 - **sent to landfill**, and
 - **diverted through recycling or composting.**
5. Set annual waste diversion targets to reduce environmental impact.
6. Maintain full compliance with RA 9003 and LGU environmental ordinances.



IV. Scope and Coverage

This policy covers all campuses, colleges, laboratories, clinical areas, student organizations, staff, faculty, and administrative units of MPSU.

V. Waste Segregation Categories

1. Biodegradable Waste

Organic waste suitable for composting.
Examples: food scraps, yard waste, peelings.

2. Recyclable Waste

Materials that can be reused or processed.
Examples: bottles, plastics, tin cans, paper, glass.

3. Residual Waste

Non-recyclable, non-compostable items.
Examples: Styrofoam, rags, sanitary napkins, ceramics.

4. Special Waste

Hazardous, bulky, or regulated items.
Examples: batteries, electronics, paint containers, expired medicines.

VI. Disposal Procedures

A. Regular Solid Waste

- **Biodegradable:** collected Mon–Fri by utility workers.
- **Recyclable:** collected M/W/F.
- **Residual and Special:** LGU Bontoc collects every Saturday at 7:00 AM.

B. Chemical Waste (Laboratory)

From the Chemistry Lab Manual:

- Solids placed in waste cans; water-soluble solids may be flushed when allowed.
- Only small volumes of corrosive/flammable liquids may be flushed with water.
- Larger quantities require GSO or designated collection.
- Spills must be washed immediately and reported to instructors.



C. Clinical/Biomedical Waste

- Collected and **buried onsite** by the GSO.
- Sharps must be in puncture-proof containers.
- Burial pit operation must follow DOH health and sanitation standards.

D. Support to LGU Bontoc Sanitary Landfill

MPSU shall:

- Ensure residual and special waste transferred to LGU is **fully segregated, minimized, and documented**.
- Cooperate with LGU waste-management personnel during weekly collection.
- Align with municipal waste protocols and update campus schedules accordingly.
- Provide LGU with accurate waste tracking data when needed to improve Bontoc’s landfill operations.

VII. Waste Diversion and Landfill Measurement System (New Requirement)

1. Daily Waste Recording

GSO shall measure daily quantities (kg) of each waste category collected on campus.

2. Weekly Landfill Measurement

Residual and special waste turned over to LGU Bontoc must be recorded with weight or estimated volume.

3. Measurement of Diverted Waste

- Recyclable waste (M/W/F) measured in kilograms
- Biodegradable waste collected daily measured and recorded
- Compost production documented when applicable

4. Quarterly & Annual University Waste Reports

Reports shall include:

- Total waste generated
- Waste sent to landfill
- Waste recycled
- Waste composted
- **Waste Diversion Rate (%) = (Recycled + Compost) ÷ Total Waste**



5. Annual Waste Diversion Targets

- Year 1: +10% increase in recycling
- Year 2: 20% reduction in landfill waste
- Year 3: 40% minimum waste diversion
- Targets reviewed annually by the Sustainability Committee

VIII. Roles and Responsibilities

A. General Services Office (GSO)

- Oversees waste segregation policy implementation
- Collects and buries clinical waste
- Measures and records waste amounts
- Coordinates landfill-bound waste with LGU Bontoc
- Submits quarterly and annual reports

B. Utility Personnel & Student Assistants

- Collect waste according to schedule
- Assist in measurement and segregation
- Maintain labeled waste stations

C. Laboratory Personnel

- Implement laboratory waste guidelines
- Maintain chemical waste logs

D. LGU Bontoc

- Collects residual and special waste weekly
- Receives and transports MPSU waste to the municipal sanitary landfill
- Coordinates with GSO regarding segregation issues

E. Faculty, Staff, and Students

- Properly segregate waste at source
- Use designated bins correctly
- Participate in campus-wide environmental efforts

IX. Monitoring and Compliance

- GSO shall conduct regular inspections of segregation and disposal practices.
- Non-compliance may result in administrative actions or retraining.

- Annual reports will be submitted to University Management and the Board of Regents.

REFERENCES:

Chemistry operational Manual

GSO Manual

LGU Bontoc Waste Management

