

3.1.1 Waste Management

Keeping TJX Green

Do you know that TJX Companies strive to be Green? We have processes to reduce waste and energy, and you can help. Non-recyclable trash ends up in landfills and recyclable trash like cardboard and plastics are processed into new uses. So keeping recyclable trash and toxic material out of landfills is important to us and the environment. When you do the right thing and sort trash, recyclables and toxic materials, placing each in the correct disposal bins, you are helping with our goal to be Green, compliant and financially responsible.

Impact

- Helping to meet our Green Goals
- Helping to meet our Financial Goals through expense management and revenue generation
- Supporting our goals of being a Neighbor of Choice, Employer of Choice, and Retailer of Choice
- Doing the right thing for the environment and all of us at TJX
- Keeping the company legally compliant

Sorting Trash

Discuss the fundamental sort process required at your store's location.

- Comingled Compactor (Dry Waste) o Trash and cardboard may be put in a Comingled Compactor.
 - o All "non-cardboard" material MUST be bagged to avoid being charged a contamination fee.
 - o Shoe boxes are considered cardboard and should not be bagged as trash in plastic bags.
 - o Only clear trash bags should be used for "non-cardboard" material. o Poke holes in the trash bags to eliminate bursting and improve capacity.
 - o Cardboard does not need to be bagged, but should be broken down.
- Trash-Only Compactor
 - o Only trash may be put in this compactor.
 - o All trash MUST be bagged, using only clear plastic bags.
 - o Poke holes in the trash bags to eliminate bursting and improve capacity.
 - o Shoe boxes are considered cardboard and should not be put in the Trash-Only Compactor.
- Cardboard-Only Compactor
 - o Only cardboard may be put in a Cardboard-Only Compactor.
 - o Cardboard should be broken down before being put in the compactor.

- Shoe boxes are considered cardboard and may be placed in the Cardboard-Only Compactor.

Remember: All compactors should be cycled completely after each use. Pallets, fixtures or large amounts of damaged merchandise should NEVER be disposed of in a compactor.

- Trash-Only Dumpster
 - Only trash may be put in this dumpster.
 - All trash put in this dumpster should be in clear plastic bags.
 - No cardboard or shoe boxes
- Cardboard-Only Dumpster
 - Only cardboard may be put in this dumpster.
 - Cardboard should be broken down before being put in the dumpster.

Shoe boxes are considered cardboard and should be put in this dumpster

- ARRC Network Stores ONLY – Cardboard and Plastic Recycle
 - Send all cardboard and clear plastic to the ARRC
 - Pack flattened cardboard boxes [including shoe boxes] into the white re-useable Gaylord box placed on a pallet if available. If white boxes are not available, it's OK to use any oversize box or cross dock boxes
 - Bag all plastic bags, GOH sheeting, and stretch wrap film, into 46 gallon clear trash bags
 - Pile the plastic bags on top of the cardboard in the Gaylord (or use another white re-useable Gaylord or any box)
- Ask Associates –
 - “Why is it important to bag trash?”
 - “Why do you poke holes in a full trash bag going into a compactor?”
 - “Why is it important to break down cardboard?”

**Staying the
Course with
Trash Hazardous
Waste and
Recyclables**

- Stores to make plan to stay the course with trash, hazardous waste and recyclables.