Resources and Waste Recycling Bureau

The Role of Waste Collection Offices

Naka Ward Office, Resources and Waste Recycling Bureau, City of Yokohama
Lecture Content

1 About the Waste Collection Office
   (1) Overview
   (2) Waste separation
   (3) Waste collection points
   (4) Collection vehicles
   (5) Collection plan

2 Public Awareness

3 Waste Disposal Support

4 Labor Management Information
1. About the Waste Collection Office

What we do:

• Collect and transport regular and recyclable waste generated from households in Yokohama
• Carry out guidance and awareness-raising activities on how to properly separate and dispose of regular and recyclable waste
## 1 (1) Overview of Naka Ward

<table>
<thead>
<tr>
<th></th>
<th>Naka Ward</th>
<th>All of Yokohama City</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Area</strong></td>
<td>Approx. 21.07 km²</td>
<td>Approx. 435 km²</td>
</tr>
<tr>
<td><strong>Population</strong></td>
<td>Approx. 150,000</td>
<td>Approx. 3.75 million</td>
</tr>
<tr>
<td><strong>Number of households</strong></td>
<td>Approx. 80,000</td>
<td>1.71 million</td>
</tr>
<tr>
<td><strong>Total volume of regular waste and recyclable resources</strong></td>
<td>33,120 t</td>
<td>851,067 t</td>
</tr>
<tr>
<td><strong>Total volume of incinerated waste</strong></td>
<td>22,565 t</td>
<td>577,071 t</td>
</tr>
<tr>
<td><strong>Number of collection points</strong></td>
<td>Approx. 3,500</td>
<td>Approx. 74,000</td>
</tr>
</tbody>
</table>

(FY2017)
Overview of Waste Collection Offices
There are 18 wards in Yokohama city with 1 office per ward.

Number of Staff

<table>
<thead>
<tr>
<th></th>
<th>Naka Ward</th>
<th>City Average</th>
</tr>
</thead>
<tbody>
<tr>
<td>Director</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Deputy Director</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>Advisor</td>
<td>6</td>
<td>5</td>
</tr>
<tr>
<td>Administrative staff</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>Technical staff</td>
<td>68</td>
<td>57</td>
</tr>
</tbody>
</table>

(FY2017)
1 (1) Overview of Waste Collection Offices
There are 18 wards in Yokohama city, with 1 office per ward.

Number of Vehicles

<table>
<thead>
<tr>
<th>Number of vehicles</th>
<th>Naka Ward</th>
<th>City Average</th>
</tr>
</thead>
<tbody>
<tr>
<td>Collection vehicles</td>
<td>33</td>
<td>31.1</td>
</tr>
<tr>
<td>Light-duty dump truck</td>
<td>8</td>
<td>6.7</td>
</tr>
<tr>
<td>Other *</td>
<td>9</td>
<td>8.3</td>
</tr>
</tbody>
</table>

* Flatbed truck, light-duty truck, patrol car, etc.
## 1(2) Waste Separation In Yokohama City

<table>
<thead>
<tr>
<th>Item</th>
<th>Collection frequency</th>
<th>Collection method</th>
<th>Disposal method</th>
</tr>
</thead>
<tbody>
<tr>
<td>Burnable waste</td>
<td>Twice a week</td>
<td>Collected by Waste Collection Office</td>
<td>Incinerated</td>
</tr>
<tr>
<td>Non-burnable waste, spray cans, and batteries</td>
<td>Twice a week</td>
<td>Collected by Waste Collection Office</td>
<td>Recycled</td>
</tr>
<tr>
<td>Plastic containers and packaging</td>
<td>Once a week</td>
<td>Outsourced to private contractors</td>
<td>Recycled</td>
</tr>
<tr>
<td>Cans, bottles, and PET (plastic) bottles</td>
<td>Once a week</td>
<td>Outsourced to private contractors</td>
<td>Recycled</td>
</tr>
<tr>
<td>Small metal waste</td>
<td>Once a week</td>
<td>Outsourced to private contractors</td>
<td>Recycled</td>
</tr>
<tr>
<td>Paper and cloth</td>
<td>Depends on region</td>
<td>Recyclable resources collected by groups (resident associations etc.)</td>
<td>Recycled</td>
</tr>
<tr>
<td>Oversized waste</td>
<td>Application process</td>
<td>Outsourced to private contractors</td>
<td>Incinerated or recycled</td>
</tr>
</tbody>
</table>
1 (3) Waste Collection Points

• What is a ‘waste collection point’?

Locations are established at which to collectively bring waste and recyclables from households in Yokohama, and waste collectors drive collection vehicles around to these designated points to collect the waste. These locations are called ‘waste collection points’.

Net enclosure
1 (3) Waste Collection Points

- Collection point rules
  Waste must be separated by type in transparent/translucent bags and put out by 8:00 am on collection days

- Number of collection points
  There are around 3,500 collection points in Naka Ward, and each one serves 10–30 households

Anti-scattering net
1 (3) Waste Collection Points

- How collection points are determined
  - Determining the location
    People who will use the collection point mutually discuss and choose candidate locations
  - Field survey
    The Collection Office makes a final determination after investigating to ensure the designated location is safe and collection work will not be problematic
  - Operation and maintenance
    Cleaning and tidying are done by users. Net enclosures or anti-scattering nets are purchased by the users or neighborhood association
1 (4) Overview of Collection Vehicles

Collection vehicles are diesel-powered or hybrid, and able to compact the waste put in them.

Medium-duty collection vehicle (max. load 3,000kg)
Light-duty collection vehicle (max. load 2,000kg)

Light-duty dump truck (max. load 350kg)

Light-duty collection vehicle
Being narrow, these vehicle types are especially suited for collecting on narrow roads.
1 (4) Collection Vehicle Maintenance (performed daily)

- Pre-departure check
  - Tire wear
  - Oil level check
  - Lights, moving parts, etc., are checked

- Post-collection check
  - Car washing
  - Distance traveled and total load volume is reported
1 (5) Collection Plan

- A "collection plan" is prepared to collect waste efficiently

- Collection points are entered on a map and relevant persons ensure they know their locations

- Weight of waste is calculated based on number of households using collection points

- Collection route is determined
  This route factors in the maximum load of collection vehicles, time needed to collect waste, transport time, road conditions, etc.
1 (5) Determining Collection Routes

All Naka Ward Map

Collection Plan Map

Tuesday, Saturday

Monday, Friday

Burnable waste, 2019

Tuesday, Saturday

Monday/ Friday
2. Public Awareness

We carry out guidance and awareness-raising activities on how to properly separate and dispose of regular and recyclable waste.
2 (1) Events
Info sessions on waste separation in the community

Waste separation workshops
2 (1) Events

- Awareness-raising campaigns at train stations, supermarkets and other public places

Waste separation info board

Quiz on waste separation
2 (1) Events

- Portable classes by visiting to elementary schools and kindergartens

Learning about the environment

Hands-on collection experience
2 (1) Events

• Awareness-raising at festivals and events

Learning about the environment
2 (2) Waste Collection Points

- Raising awareness by putting stickers on waste not picked up

[Warning of waste on wrong collection day]
[Warning of unsorted waste]
[Warning of commercial dumping]
2 (2) Waste Collection Points

Guidance on waste separation

- Garbage bags whose waste has not been sorted are opened and inspected. If identified, the person responsible is given corrective guidance.
2 (2) Waste Collection Points

- Collection days are explained in foreign languages

**English**

*Bring garbage by 8:00 am on the collection day.*

- **Monday•Friday**
  - Burnable Garbage
  - Non-burnable Garbage
  - Spray Cans
  - Dry-Cell Batteries
  - Plastic Containers and Packaging
  - Cans, Bottles and PET Bottles
  - Paper • Used Cloth

*If you do not follow the rules, you will be charged a fine of 2,000 yen.*

**Chinese**

*请在收集日当天早晨8点之前将垃圾拿到收集场所。*

- **星期二•星期六**
  - 可燃垃圾
  - 不可燃垃圾
  - 喷雾罐•干电池
  - 塑料容器包装
  - 罐•瓶•塑料瓶
  - 废纸•旧布

*屡次指导仍不按要求分类时，将处以2000日元的罚款.*

**Contact**
Business Operation Division,
Resources & Waste Recycling Bureau
For more information, please see this video.
2(3) Environmental Initiatives Promotion Committee

◎ Main activities
  • Promote awareness on proper separation of waste brought to collection points
  • Promote community clean-up activities
  • Hold community meetings to practice and spread awareness of local 3R activities
  • Carry out efforts to beautify the city, such as preventing illegal dumping and littering

◎ Committee is formed by choosing from residents' association members, etc., and is commissioned by the mayor
◎ Approximately 4,100 people in the city (FY2017 and 2018)
Waste Disposal Support

We offer support to people with waste disposal challenges, such as elderly persons living alone.

- In-person collection
  Household waste is collected directly from the premises or entrance of the eligible person's home

- Oversized waste collection
  Oversized waste is collected directly by entering the premises or home of the eligible person.
4 Labor Management (Morning)

- Clock-in
- Name tags are flipped backwards on the Duty Assignment Board
- Check to ensure no alcohol has been consumed
- Back strain prevention exercises
- Morning pep talk
- Departure
4 Labor Management (Evening)

- Return and daily report submission
- Personal washing
- Clock-out

ID card is swiped over card reader to clock in and out
• Regular medical checks
• Tetanus vaccination
• Clothes/gear lending (work clothes, shoes, gloves, hats, rain gear)
• Traffic accident prevention
• Measures to prevent heat stroke, pests, etc.
THANK YOU FOR YOUR ATTENTION

RESOURCES AND WASTE RECYCLING BUREAU,
CITY OF YOKOHAMA