

# ENVIRONMENTAL TRAINING

*Practical Guide*





# PORTO AMBIENTE

Empresa Municipal de Ambiente do Porto, E.M., S.A., also known as Porto Ambiente, was founded in February 2017 and its corporate purpose, delegated by the municipality, involves the waste management and urban cleaning services in Porto city.

## MISSION

To handle the municipal system of waste management and urban cleaning services, according to the principles of quality of service, innovation, environmental and economic sustainability, contributing towards the improvement of the quality of life of those who live, work, study and visit the city of Porto.

## DUTIES OF THE USER

1. Do not change the location of the waste disposal equipment;
2. Keep the waste disposal equipment allocated by Porto Ambiente sanitized and in good working conditions;
3. Package waste correctly;
4. Separate urban waste to ensure that it is recovered according to the correct stream;
5. Comply with the rules on waste disposal;
6. Comply with the indicated disposal schedule;
7. Report anomalies in waste disposal equipment;
8. Report any undersizing of waste disposal equipment;
9. Contribute to the cleanliness of public spaces;
10. Do not leave waste in the streets. If the equipment is full, you should go to the nearest waste disposal equipment and dispose of the waste correctly.

# OUR SERVICES



## DOOR-TO-DOOR SELECTIVE COLLECTION



## DOOR-TO-DOOR FOOD WASTE COLLECTION



## PICK-UP AT HOME COLLECTION

Bulky Waste  
WEEE  
Green Waste



## RECYCLING CENTRES

Prelada  
Antas

# PAPER/CARDBOARD PACKAGING

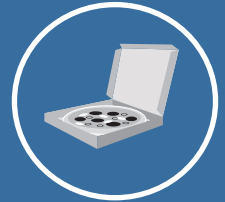


## DISPOSE:

- Writing and printing paper
- Magazines and newspapers
- Envelopes, notebooks and books
- Cardboard packaging
- Wrapping paper

## DO NOT DISPOSE:

- Dirty napkins
- Greasy cardboard boxes
- Sticker paper
- Plastic-coated paper
- Aluminium foil
- Milk cartons



# DO YOU STILL HAVE DOUBTS ?

## **Can I put napkins, kitchen paper and wipes in the blue bin ?**

**No.** Due to the fibrous composition of the paper they are made of, these materials cannot be recycled.

## **Can I put cardboard food boxes, such as pizza boxes, in the blue bin ?**

**No.** The grease in the cardboard acts as a contaminant and it is not possible to recover this cardboard for recycling. Pizza and similar boxes should be disposed of in the mixed waste bin. However, cardboard boxes that are neither dirty nor contain grease should be disposed of in the blue bin.

## **What about paper cups ? Can I put them in the blue bin ?**

Please note that paper cups are usually made of waxed paper so that they can withstand high temperatures. As a result, they cannot be disposed of in the blue bin.

These cups, as well as dirty or greasy paper plates, for example, should be disposed of in the mixed waste bin.

# PLASTIC/METAL PACKAGING



## DISPOSE:

- Styrofoam
- Plastic and metal hangers
- Sauce dispensers
- Soft drink and tin cans
- Butter and margarine packaging
- Plastic bags and bottles

## DO NOT DISPOSE:

- Pen cartridges
- Batteries
- Masks and rubber gloves
- Small electric appliances
- Metal kitchen utensils
- CDs and DVDs



# DO YOU STILL HAVE DOUBTS ?

## **Do I have to wash the plastic packaging before putting it in the yellow bin ?**

**No.** There is no need to wash the packaging or remove the labels or lids.

Plastic packaging goes through several processes, including washing, when it reaches the recycling plants, so washing it at home would only be a waste of water, which is such a valuable resource. Before you put the plastic packaging in the yellow bin, just drain it and flatten it out.

## **Can I dispose of aluminium takeaway packaging in the yellow bin ?**

**Yes.** Aluminium takeaway packaging can be disposed in the yellow bin and you do not need to wash it first. However, you should pay attention to where you place the paper cover. If it is dirty or greasy, you should put it in the mixed waste bin, otherwise you can put it in the paper/cardboard bin.

## **I have old pots, pans and cutlery (iron, aluminium, stainless steel). Can I put them in the yellow bin ?**

**No.** If you have pots, pans and cutlery made of aluminium, iron or stainless steel, you should go to one of the two recycling centres available in Porto municipality and dispose there the utensils you want, free of charge.



# GLASS PACKAGING



## DISPOSE:

- Bottles
- Flasks
- Jars

## DO NOT DISPOSE:

- Plates, cups and glasses
- Windows and mirrors
- Lamps, vases and crystalware
- Medicine bottles



# DO YOU STILL HAVE DOUBTS ?

## **Can I put glassware, crockery and ceramics that I no longer use in the glass packaging bin ?**

**No.** The composition of glass packaging, such as bottles, flasks and jars, is different from the composition of glass cups, Pyrex, etc. and therefore they do not melt at the same temperature. As a result, when disposed in the glass bin, they would render a whole batch of recycled glass worthless. You should hand in any glassware, crockery or ceramics at the recycling centres or put it in the mixed waste bin.

## **What about glass perfume bottles ? Can I put them in the glass packaging bin ?**

**Yes.** Perfume bottles as well as glass jars and bottles should be disposed in this bin. Glass is a material that can be 100% reused without losing any of the characteristics and quality of glass made from virgin raw materials.

## **And where should I dispose of fluorescent or LED tube lights ?**

Light bulbs should be disposed of at waste of electrical and electronic equipment (WEEE) collection centres or handed in at recycling centres. Do not put them in the mixed waste bin or in the glass packaging bin.

# FOOD WASTE

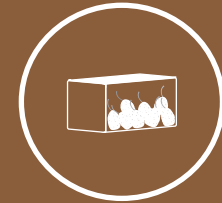


## DISPOSE:

- Leftovers from meal preparation
- Leftover cooked food
- Fruit (with or without peel)
- Vegetables
- Bread
- Coffee grounds
- Tea bags

## DO NOT DISPOSE:

- Wipes, tissues and napkins
- Plastic bags or other plastics
- Packaged products
- Green waste



# DO YOU STILL HAVE DOUBTS ?

## **What happens to food waste once you have sorted it ?**

The correct separation of food waste allows it to be sent for organic valorisation, undergoing a composting process that will result in 100% natural compost that can be used as fertiliser in a wide variety of situations, such as organic farming.

## **Can I put food waste in a plastic bag in the bin ?**

**No.** Food waste should be disposed directly in the bin. The organic valorisation plant for food waste has no mechanisms to remove contaminants such as plastic bags, so the presence of plastic or other type of contaminants makes it impossible to transform food waste into organic compost.

## **Can sauces and soups also be put in the food waste bin ?**

**No.** No liquids or semi-liquids, such as soups, washing-up water or sauces, can be disposed of in the food waste bin.

Use this bin for fruit peelings, vegetable stalks, leftovers, bread and coffee grounds.

# MIXED WASTE

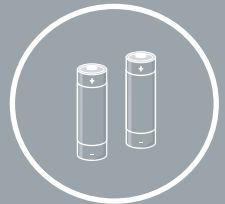


## DISPOSE:

- Greasy cardboard boxes
- Tissues, napkins and dirty wipes
- Diapers
- Kitchen cap and rubber gloves

## DO NOT DISPOSE:

- Green waste
- Food waste
- Packaging and tin cans
- Printing paper
- Batteries
- Wood



# DO YOU STILL HAVE DOUBTS ?

## **Which container should I put disposable kitchen caps and rubber gloves ?**

Disposable kitchen caps and rubber gloves should be disposed of in the mixed waste bin.

These materials may be contaminated and should always be placed in a hermetically sealed bag.

## **Can I put small household appliances next to the mixed waste bin ?**

**No.** Small domestic appliances, as well as any type of household appliance or objects that are no longer in use, should be handed in at the recycling centre.

In addition to the two recycling centres in Porto, Porto Ambiente offers a free collection service for this type of waste. All you need to do is call

**Linha Porto. 220 100 220.**

## **Can I put mixed waste in bulk inside the bin ?**

**No.** Due to its characteristics, mixed waste must always be disposed of inside the bin in hermetically sealed bags with a maximum capacity of 90 litres.

You should always look for the nearest bin to dispose of your waste and if it is full, you should go to the next one.

# RECYCLING CENTRE

## ACCEPTED WASTE:

Styrofoam, film  
Used tyres  
Construction and Demolition  
Waste (CDW)  
Wood  
Paints  
Green waste  
Batteries  
Ink and toner cartridges

**PAPER/  
CARDBOARD**

**WOOD**

**ELECTRICAL  
AND  
ELECTRONIC  
EQUIPMENT**

**GREEN  
WASTE**

**RUBBLE**

**BULKY  
WASTE**

**PLASTIC**

### Bulky Waste

- furniture, mattresses, sofas, carpets

### Waste of Electrical and Electronic Equipment (WEEE)

- fridges, heaters, computers, televisions,  
hoovers, cookers, microwaves

# DO YOU STILL HAVE DOUBTS ?

## **I'm doing some minor remodelling work in my establishment. Where can I dispose of construction waste ?**

Waste resulting from construction work, also known as construction and demolition waste (CDW), such as bricks, concrete mix, tiles and ceramic materials cannot be disposed of in recycling bins or abandoned in the street, so it must be disposed of at the recycling centres.

You can call **Linha Porto. 220 100 220** or visit **[www.portoambiente.pt](http://www.portoambiente.pt)** for more information.

## **I'm moving to a new house and I've got some old furniture and end-of-life appliances, but I don't know where to hand them in. How should I proceed ?**

If it is not possible to reuse them, bulky waste such as furniture, mattresses, among others, as well as electrical and electronic equipment such as household appliances, televisions, computers and similar items can be handed in at the recycling centres or you can request a pick up at home collection free of charge. All you need to do is call **Linha Porto. 220 100 220**.

## **I've been painting my shop and I have some empty paint cans to dispose of. What should I do ?**

Paint cans, as well as varnishes and thinners due to their content, are considered hazardous waste and therefore it should be directly handed in at recycling centres so that it can be sent to a specialised operator in this type of waste.




## AND KNOW ...


### WHAT HAPPENS TO THE WASTE WE SEPARATE ?



**Porto Ambiente** is responsible for the urban waste collection in the Porto municipality, ensuring its proper handling.



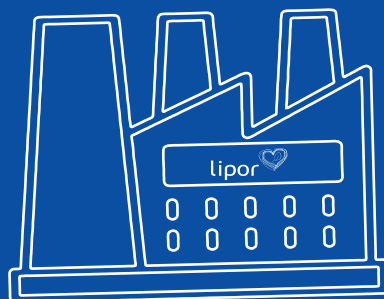
**LIPOR, Serviço Intermunicipalizado de Gestão de Resíduos do Grande Porto,** manages and treats the urban waste produced by the eight municipalities that make up its area, including the **Porto municipality.**



Urban waste produced in Porto is collected by **Porto Ambiente** and sent to **LIPOR** for valorisation.

There are 3 types of waste valorisation:

- **Multimaterial** - Paper/cardboard, plastic/ metal packaging and glass packaging
- **Organic** - Biowaste
- **Energetic** - Mixed waste



## **TO SUBSCRIBE OR REQUEST OUR SERVICES, AND MORE:**

**Linha Porto.**  
220 100 220  
[ecolinha@portoambiente.pt](mailto:ecolinha@portoambiente.pt)

### **Customer service:**

Monday to Friday - 9 am to 7 pm

## **RECYCLING CENTRES**

### **Prelada Recycling Centre**

#### **Address:**

Rua Eng. Nuno Meireles, Porto

#### **Customer service:**

Monday to Saturday - 8.30 am to 8 pm

Sunday - 10 am to 4 pm

### **Antas Recycling Centre**

#### **Address:**

Rua do Vigorosa, Porto

#### **Customer service:**

Monday to Saturday - 8.30 am to 8 pm

*Empresa Municipal de Ambiente do Porto, E.M., S.A.*

Rua de S. Dinis, 249  
4250-434 Porto  
228 384 770  
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