

VAPE AWARE TOOLKIT

For Health Departments and Community Organizations



VAPE AWARE

boco.org/VapeAware



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This section contains information on the parameters of vape product waste collection. This document may serve as a useful model when establishing partnerships and/or as an informational one-pager that partners may keep on hand for reference.

Collection Site Flyer Sample Language..... 5

This document provides a brief overview of the services offered by Vape Aware to collection site partners and of the benefits of acting as a community collection site. This document contains language for businesses and community organizations that may be interested in acting as a collection site for vape product waste.

Collection Site Memorandum of Understanding Sample Language 6

The collection site memorandum of understanding offers a template for MOU agreements that may be used to outline expectations with community partners.

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This section contains examples of Vape Aware’s printable materials for use in this community along with links to the printable **sources**. It includes Vape Aware’s rack cards in English and Spanish, a smoke- and vapor-free zone sign, a sample free vape disposal flyer, and sticker templates for disposal bin fill lines and disposal guidelines.

Introduction

Welcome to Boulder County Vape Aware's Health Departments and Community Organizations Toolkit! At Boulder County, we believe that providing convenient access to community members for disposal of vape product waste (VPW) is necessary to supporting a cleaner, greener environment.

In this toolkit, we have compiled a variety of materials that the Vape Aware team has created to support the mission of increasing collection and proper disposal of vape product waste (VPW) in the Boulder County community. The items in this toolkit are designed to act as guidelines for other jurisdictions interested in setting up a workflow around VPW collection and disposal. Included in this kit are sample language documents for communicating with community partners, examples of communication materials used by Vape Aware, and resources to put together your own vape waste collection kits. Each of these items may be adapted to serve the particular needs of your community and your constituents. For questions, comments, or support, contact Fran Babrow at fbabrow@bouldercounty.gov.

Reference Information for Participating Retailers

Disposal Information: Only waste that fits the definition of *household hazardous waste* will be collected in any quantity at no cost to the consumer or the retail establishment. Household hazardous waste is defined as “waste originating from personal use of vape devices and products.” Regulations set out by the Environmental Protection Agency (EPA) restrict Boulder County’s Hazardous Materials Management Facility (HMMF) and Boulder County Public Health (BCPH) from accepting greater than 2.2 pounds of nicotine waste per month from commercial or retail facilities. Therefore, waste originating from vape device retail locations (including, but not limited to, waste resulting from recalled products or banned flavors), defined as “commercial waste,” will be accepted in quantities not to exceed 2.2 pounds per month. This weight limit applies only to collections where the entire device is accepted. Batteries from these products, if extracted from the device itself, will be accepted in any quantity. Retail facilities are not to use these disposal bins to dispose of expired, recalled, or discontinued products.

Appointment Information: It is expected that any waste collected will make its way back to HMMF for per disposal. We understand that frequent trips to HMMF are not always feasible, so BCPH and HMMF commit to hosting one community takeback event per quarter (the location of which will rotate). While pick-up service is not a guarantee, BCPH employees may be able to coordinate bin pickups or exchanges. To discuss options for pick-ups, please reach out to your BCPH contact.

Appointments must be made to drop off waste at Hazardous Materials Management Facility. If dropping off commercial waste, appointments can only be made on Tuesdays. When dropping off your waste, you will be asked to specify approximately how many consumers contributed to the waste. It is okay to estimate this number, but if you feel inclined to keep a record, we would greatly appreciate the additional information. Once your waste has been dropped off, HMMF staff will provide you with a receipt. It is recommended that you keep this receipt for your records in the event that your business would like to provide proof of participation in this program.

Recommendations: Regardless of the origin of the waste contained in the disposal bin, BCPH and HMMF recommend that participating locations do not collect vape waste in quantities exceeding 2.2 pounds. E liquid from vape pods may leak, corroding surfaces and causing skin irritation. In addition, if not disposed of properly, batteries contained in vaping devices may catch fire and even explode, carrying risk of serious harm to both person and property.

Collection Site Flyer Sample Language

Help Customers Make the Safe and Easy Choice: Become a Safe Vape Disposal Site

The Boulder County Tobacco Education and Prevention Partnership (TEPP) and the Hazardous Materials Management Facility (HMMF) are excited to announce a free vape disposal program!

This program aims to make safe disposal easier for consumers by increasing access to safe disposal sites in Boulder County. If you choose to participate, your store will help collect consumers' personal vape-related waste (included, but not limited to, vape devices or disposables, e-liquid cartridges, and batteries) in a safe, resealable bin (provided by TEPP). Collected materials will be properly and safely disassembled and disposed of at Boulder County's Hazardous Materials Management Facility.* Depending on your store's location and needs, periodic pickups may be an option.** With your help, we can keep these devices and their components out of our air, water, and soil!

What Boulder County will provide:

- E-Cigarette Waste Disposal Kit: waste bin, hazardous waste label, nitrile or latex gloves, & clear sealable bags.
- Easy scheduling for waste disposal or pick-up options
- Funding to cover costs of vape waste disposal

Benefits of participating in the program:

- Your business will be featured as a partner on boco.org/VapeAware
- The program supports consumers by making it easy to dispose of vape products safely
- This is an easy way to incorporate an environmentally friendly practice into your business
- It's free to participate - Boulder County will provide all the materials needed and cover the cost of disposal

For more information or to enroll in the program, contact:

Fran Babrow | Tobacco Program Specialist II

(303) 413 – 7581

fbabrow@bouldercounty.org

Shelly Fuller | Hazardous Materials Program Manager

(720) 564 – 2243

sfuller@bouldercounty.org



*These bins are intended only for consumer waste. Retail facilities are not to use these disposal bins to dispose of expired, recalled, or discontinued products.

**Contact Fran Babrow to learn more about pickup options and/or how to schedule an appointment.

Collection Site Memorandum of Understanding Sample Language

Boulder County Vape Disposal Program Partnership

Thank you so much for agreeing to participate in our vape device disposal program! As you know, waste from vape devices, e-liquid pods, and batteries can cause harm to both the environmental and to human health, and it is critically important that these components be disposed of properly.

With this program, Boulder County Public Health (BCPH) and Hazardous Materials Management Facility (HMMF) commit to providing safe disposal bins that can accommodate waste from vape devices without risk of leaking or contamination. As part of the program, BCPH and HMMF will:

- Dispose of vape waste that fits within the definition of “household hazardous waste” (waste originating from personal use of vape devices and products) in any quantity at no cost to the consumer or to the retail establishment returning said waste.
- Collect vape waste originating from vape device retail locations (distinct from household hazardous waste) in quantities not to exceed 2.2 pounds per month at no cost to the retail establishment.
- Host at least one community takeback event per quarter (location will vary) at which vape shops and individual consumers may bring in any waste that has been collected

Any retail establishment or organization accepting a disposal bin is expected to:

- Use disposal bins primarily for the collection of waste generated by vape shop customers and associates and not used to dispose of expired or recalled products.
- Use disposal bins *only* for collection of nicotine- and tobacco-related waste and *not* for disposal of THC products (THC-contaminated products will not be accepted).
- Use provided personal protective equipment when collecting vape waste to keep yourself and other employees safe.
- Return collected waste to Hazardous Materials Management Facility for proper disposal.

Retail establishments and organizations must make appointments to drop off waste at Hazardous Materials Management Facility. To make an appointment, scan the QR code below. Once your waste has been dropped off, HMMF staff will provide you with a receipt. It is recommended that you keep this receipt for your records in the event that your business would like to provide proof of participation in this program.

I, (name of recipient) , acknowledge that I have received a safe disposal bin from Boulder County Public Health and Hazardous Materials Management facility and that (name of vape shop or organization) will do our part to dispose any accumulated waste properly. By signing this memorandum, I agree to be listed on BCPH’s website as a safe disposal site. If you do not wish to be featured, a written declaration of the desire to opt-out must be received by BCPH within two weeks of the signing of this memorandum.

Signature: _____

Date: _____



Scan QR code to make an appointment at Boulder County Hazardous Materials Management Facility

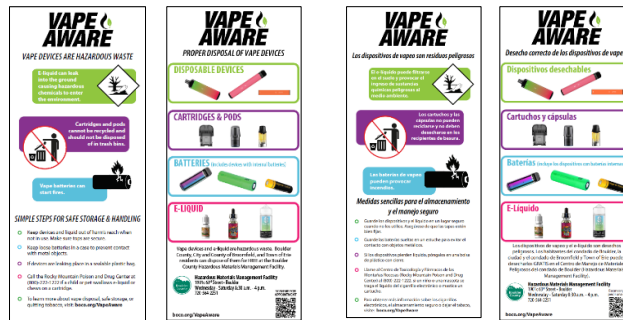
Additional Materials

Community Partner Exploration Worksheet

This worksheet (available for download on Vape Aware’s website) is designed to help public health departments and community organizations brainstorm partners and allies in advancing vape disposal work.

Vape Aware Rack Card

The Vape Aware rack card is offered in both English and Spanish and provides an example of information designed for widespread community distribution. Both versions can be downloaded on Vape Aware’s website.



Smoke- and Vapor-Free Zone Sign (English & Spanish)

These Smoke- and Vapor-Free signs (available for download on Vape Aware’s website) are used around Boulder County to delineate non-smoking areas.



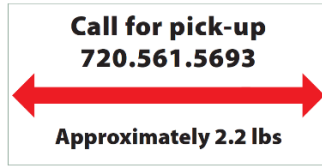
Sample Free Vape Disposal Flyer

This resource (available for download on Vape Aware’s website) is a sample flyer that community partners may use to advertise their location as a vape waste collection site. The materials are co-branded in order to give credit to all participating organizations.



Supporting Documentation, cont.

Sample Fill Line Sticker for Vape Product Collection Bins



This is a template of the sticker Vape Aware uses to indicate the amount of waste collection entities must stay under in order to comply with the Environmental Protection Agency's mandates for very small quantity generators. The template can be downloaded on Vape Aware's website. If using the recommended New Pig [Used Battery Containers](#), this sticker should be placed approximately 3 inches from the bottom of the bin in order to maintain EPA compliance.

Sample VapeSmart Guidelines Collection Bin Sticker

This label template (available for download on Vape Aware's website) offer guidelines for safe device disposal. Hazardous waste labels for collection bins may be ordered [here](#). When delivered to community partners, these kits include rubber gloves and plastic baggies to mitigate contact with hazardous substances.

