



**Greetings...** First of all, we at NHDES would like to say that we hope you and your families are safe and healthy. We understand that operating a business during these difficult times can be a challenge; from keeping employees working and safe to just keeping the lights on. As we all navigate this “new normal”, we want to offer you support and assistance to continue to remain in compliance with environmental regulations. We are offering this newsletter as a way to communicate directly with you. In past issues of this newsletter, we have covered topics ranging from how to correctly fill out your SQG Self-Certification Form to proper disposal of fluorescent bulbs and other universal wastes. If you missed those issues, you can find them here: [Small Quantity Generator News](#). These newsletters are designed to provide information that may be helpful to you. If there is something you would like to read more about such as: developing a regulatory checklist, reporting on episodic events, used oil recycling, pharmaceutical waste, or other topics of interest, please feel free to provide feedback to [NHPPP@des.nh.gov](mailto:NHPPP@des.nh.gov)

For this issue, we are sharing a story about a business that has worked with NHDES’ Pollution Prevention Program (NHPPP). NHPPP offers free, confidential, compliance assistance and waste reduction strategies to NH businesses throughout the state. This story is about a business that not only strives to meet compliance requirements, but goes above and beyond to reduce their impact on the environment and also gives back to the community.



[Cirtronics](#) is a contract manufacturer in Milford, NH. They specialize in building complex, quality-sensitive systems for a wide

range of high tech markets including robotics, medtech, and security. Every Spring since 2014, NHPPP gets a call from Tim Devine, Facilities Manager, proactively requesting a compliance assistance visit. During these visits, Tim walks us through the facility to show us how they are managing waste streams, storage areas and other regulatory requirements. Any regulatory issues we’ve found have been very minor and easily corrected. These visits are not announced to the employees, so we can truly see how the facility operates on a daily basis.

## News Updates and Quick Links

**NEW!** Are you having trouble determining if a waste is hazardous or non-hazardous? The NHDES Hazardous Waste Coordinator Certification Program (HWCCP), with help from the NH Pollution Prevention Program, has created a series of [videos](#) to help you with hazardous waste determinations. You can watch the whole series or different sections based on your needs.

## Documenting Hazardous Waste Determinations

In addition to making a hazardous waste determination, there are requirements to document proper management of that waste. NHDES has created a new [fact sheet](#) that explains the steps involved in performing and documenting a hazardous waste determination. NHDES has also created a [waste determination checklist](#) that may be used to help you document your hazardous waste determinations. This checklist is not required and may be modified to meet the specific needs of individual facilities.

If you have questions about this or other hazardous waste issues or concerns, contact: NHDES Hazardous Waste Management Bureau at (603) 271-2942 or email [hwcomp@des.nh.gov](mailto:hwcomp@des.nh.gov)

Cirtronics is an employee-owned corporation (ESOP) and it is obvious they take pride in what they do and how they do it. The facility is spotless and well organized. All storage areas are well-marked to eliminate accidental contamination from waste. Cirtronics challenges itself to continuously improve processes and decrease waste. One great example of their innovative approach to waste reduction is a corporate-wide incentive to recycle as much as possible. The money received from their recycling effort is returned to employees through pizza parties, an up to date workout area and other perks.

In their effort to minimize the amount of waste that ends up in the landfill, they have a well-designed system for collecting and sorting waste. There is a dedicated area in their warehouse where recyclable materials are sorted to prevent cross-contamination, which would undercut the value of recyclables received by processors.



*Cirtronics' sorting area for recyclables*

Through their Environmental Stewardship Program (ESP), Cirtronics is engaged in numerous other activities and initiatives to help create a healthier environment. In their employee lunchroom, for example, ESP began a program that provides reusable utensils and food service ware to reduce waste. The company is updating their lighting to energy efficient LED lighting throughout the facility. Cirtronics has a culture of service that extends outside their front door. They're involved in environmental clean-ups along the highway, and are strongly involved in the community, supporting organizations that assist area families.



During a visit to their facility last year, we observed employee owners in the midst of their annual drive to create "camp kits" consisting of donated sleeping bags and backpacks filled with essentials for summer camp to be given to kids in need. There's no doubt this year will bring an array of new challenges and opportunities to support the environment and the community. Cirtronics is sure to rise to the challenge, drawing on their culture of service and environmental stewardship to lead by example.

---

## School's Out for Summer!

*Time to Clean Out the Chemistry, Biology, Photography, Shop and Art Rooms.*

The school year has come to a close and despite COVID19 teachers will be returning to their classrooms to pack up for the summer. Often this is a time filled with cleaning and purging and this includes disposing of chemicals and materials that may contain hazardous waste. NH Pollution Prevention Program staff is available to assist school administrators, maintenance staff and teachers in properly disposing of chemicals and items found in chemistry, biology, photography, woodworking and art classrooms. We will meet with you virtually or in person and assist you to properly dispose of stored chemicals found in schools and provide resources/guides to help make your school safer from hazardous chemicals. Feel free to email us at [NHPPP@des.nh.gov](mailto:NHPPP@des.nh.gov) – This service is free and confidential. We are here to help!

