

5.15 DEPARTMENT OF ANIMAL SERVICES

5.15.1 Introduction

The Department of Animal Services provides services that enable people and animals to live together in safety in the City of Los Angeles. The Department houses and cares for lost and abandoned animals in its six shelters located throughout the City; enforces animal-related laws; and acts to prevent cruelty to animals.

5.15.2 Description of Selected Programs

The following are the programs and policies the Department of Animal Services selected.

- **In-House Office Recycling**

The Department of Animal Services participates in the City Facility Recycling Program, which recovers office paper, aluminum, glass and plastic beverage containers. A coordinator was assigned to the CFRP program. There are two plastic bins used for white and ledger/colored paper, and a beverage container recycling bin in the lunchroom. GSD has picked up the contents for three years.

Printer toner cartridges are recycled through The Office Depot. These are picked up from the administration section and the district shelters.

Approximately 67 used PC's and monitors from DWP, City Clerk Office and Bureau of Street Lighting have been obtained for reuse in district shelters and the administration section.

All district shelters recycle white paper. The amount is estimated to be one trash bin a month. Only two shelters recycle cardboard: South Los Angeles fills four blue trash bins a week and East Valley's volume is one bin a week.

- **Procurement**

The Department buys recycled copier paper from Spicer Papers. In FY1999-00, the Department ordered \$5,869 of 30% recycled copier paper. The Department buys recycled copier and printer toner cartridges, and pens and pencils with refills.

- **Reuse**

In FY 2000-01, the Department sent the following items to the City's Salvage Section: 1 27-inch television, 3 VCRs, 1 baseband converter, 2 desk chairs, 2 desks, 1 table, 16 folding chairs, 4 chairs, 2 printers, 2 microfiche machines, 1 typewriter, 1 gas-powered vacuum, 2 adding machines, 1 copier machine, 1 monitor, and 1 buffing machine. Approximately 40 PC's, keyboards and printers have been upgraded for the new Call Center and the old units will be sent to Salvage as well.