



**A Public Agency**

## **Business Recycling Reporting Ordinance Frequently Asked Questions**

The following FAQs were developed to address several questions related to RethinkWaste's efforts to begin obtaining data on commercial recycling.

**Q:** Who is RethinkWaste?

**A:** RethinkWaste is a joint powers authority of twelve public Agencies (Atherton, Belmont, Burlingame, East Palo Alto, Foster City, Hillsborough, Menlo Park, Redwood City, San Carlos, San Mateo, the County of San Mateo and the West Bay Sanitary District) in San Mateo County, California and is a leader in the delivery of innovative waste reduction and recycling programs. RethinkWaste owns and manages the award-winning Shoreway Environmental Center which receives all the recyclables, organic materials, and materials (i.e. solid waste) collected in its service area. RethinkWaste also provides strategic oversight, support and management of service providers that collect, process, recycle and dispose of materials for its Member Agencies. RethinkWaste, also known as the South Bayside Waste Management Authority (SBWMA), was formed in 1982.

**Q:** Why is RethinkWaste collecting recycling data from commercial haulers?

**A:** The primary rationale is to enable RethinkWaste to develop a more complete picture of existing diversion efforts for the commercial sector, since the only diversion information currently available is provided by the Member Agencies garbage service provider, Recology San Mateo County. The data provided by Recology is only a subset of the commercial recycling taking place and the actual overall commercial diversion rate cannot be determined unless we can factor in diversion data from non-franchised haulers and businesses that back haul for recycling.

**Q:** What is the data being used for?

**A:** Rethink Waste will use the data provided to get a clearer picture of the commercial recycling for each member community in the service area. Obtaining such data is critical for future waste diversion planning purposes.

**Q:** What data do you need?

**A:** We are requesting tonnage information for each commodity by each member community/city by month. However, we are only requesting that reports be submitted each calendar quarter commencing with the first quarter of 2015.

**Q:** Do I need to provide specific information for each business?

**A:** Not at this time, we just need the recycling tonnage for material types by city.

610 Elm Street, Suite 202 | P: 650-802-3500 | RethinkWaste.org  
San Carlos, CA 94070 | F: 650-802-3501

MEMBER AGENCIES: Town of Atherton • City of Belmont • City of Burlingame • City of East Palo Alto • City of Foster City • Town of Hillsborough  
City of Menlo Park • City of Redwood City • City of San Carlos • City of San Mateo • County of San Mateo • West Bay Sanitary District

**Q:** Is reporting recycling information required?

**A:** Yes. In October 2014 the RethinkWaste Board of Directors passed the Commercial Recycling Reporting Ordinance No. 002 which requires recycling haulers or businesses that back-haul to provide their recycling data quarterly.

**Q:** When are the quarterly reports due?

**A:** The quarterly reports are due one-month after the end of each calendar quarter, commencing with the first quarter of 2015. The deadline to submit reports is as follows:

**2015 Reporting Year**

First Quarter (January, February & March) - Due on May 1, 2015

Second Quarter (April, May and June) – Due August 1, 2015

Third Quarter (July, August and September) – Due on November 1, 2015

Fourth Quarter (October, November and December) Due on February, 1 2016

**Q:** Can I submit the report online?

**A:** Yes. The RethinkWaste website is currently being updated to provide for convenient online reporting. The website link is <http://rethinkwaste.org/businesses/business-recycling-reporting>.

**Q:** Are there requirements other than reporting related?

**A:** Yes. All businesses that back haul recyclable materials and all commercial haulers, brokers and entities that collect recyclable materials are required to register with RethinkWaste and pay an annual administrative fee.

**Q:** How much is the administrative fee?

**A:** The fee for 2015 is \$150 per business.

**Q:** How do I register and pay the fee?

**A:** Registration will be online commencing in March 2015. IN addition, we will accept payment via check or online at the time your register.

**Q:** What is AB 341?

**A:** AB 341 sets forth requirements for mandatory commercial recycling in California. The purpose of AB 341 is to reduce greenhouse gas (GHG) emissions through commercial recycling and to expand recycling services and recycling manufacturing facilities in California. In addition, AB 341 will help California achieve its 75% diversion goal by 2020.

**Q:** Who is required to recycle under AB341?

**A:** According to CalRecycle:

“A business (includes public entities) that generates four cubic yards or more of commercial solid waste per week or is a multifamily residential dwelling of five units or more shall arrange for recycling services.

Businesses can take one or any combination of the following in order to reuse, recycle, compost or otherwise divert solid waste from disposal:

- Self-haul.
- Subscribe to a hauler(s).
- Arrange for the pickup of recyclable materials.
- Subscribe to a recycling service that may include mixed waste processing that yields diversion results comparable to source separation.”