

Reporting Year Disposal Tonnage Modification Request and Certification

CalRecycle876
(Rev.6-21)

To request a change to your jurisdiction's reporting year disposal amount, please complete this form and return your supporting documentation using one of the methods listed below. Please note that upon review of your request, Local Assistance and Market Development (LAMD) staff may ask for additional information if the information provided in the form is not clear. LAMD staff will review your request as part of the Annual Report Review process; therefore, it is recommended that your documents be submitted at the time you submit your Annual Report to the Department of Resources Recycling and Recovery (CalRecycle).

The Annual Report is the primary information used for each jurisdiction's CalRecycle Review. The CalRecycle Review is an evaluation of a jurisdiction's progress in implementing the selected programs identified in their Source Reduction and Recycling Element (SRRE) and Household Hazardous Waste Element (HHWE). The per capita disposal rates are not determinative of jurisdiction compliance. CalRecycle will use per capita disposal as an indicator in evaluating program implementation and local jurisdiction performance. The CalRecycle's evaluation will be focused on how jurisdictions are implementing their programs. Therefore, the Annual Report information is extremely important in determining each jurisdiction's overall compliance.

If you have any questions about the certification process, or how to fill out this form, please call your LAMD representative at (916) 341-6199.

To submit your documentation:

- Upload your documents from within the LoGIC application at <https://secure.calrecycle.ca.gov/LoGIC/> from the Calculation Factors section prior to submitting your Annual Report.
- **Or**, e-mail or fax your documents to your LAMD representative found at <https://www.calrecycle.ca.gov/LGCentral/Contacts/>
- **Or**, mail completed documents to:

**Department of Resources Recycling and Recovery
Local Assistance and Market Development Division (MS 9-A)
1001 I Street
P.O. Box 4025 (mailing address)
Sacramento, CA 95812-4025**

General Instructions:

Please complete both Section I and Section II, and then all other applicable subsections.

Section I: Jurisdiction Information and Certification

I certify under penalty of perjury that the information in this document is true and correct to the best of my knowledge, and that I am authorized to make this certification on behalf of:

Jurisdiction Name:	County:
Person Completing This Form (please print or type):	
Title:	
Mailing Address:	Phone:
e-mail Address:	

Section II: Information for Modification of Existing Reporting Year Disposal Tonnage
If requesting more than one type of reporting year disposal tonnage modification, please complete a separate subsection "A7" for each type of modification and attach as A7-1, A7-2, etc., and complete all applicable subsections for each reporting year inaccuracy selected in A5.

A1. Reporting Year to be Corrected:	A2. Current Disposal Tonnage as Reported To CalRecycle:	A3. Increased or Decreased Tons Requested:	A4. Proposed Total Reporting Year Disposal Tons Requested:
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- A5. Statute (PRC sections 41031-41033, 41331-41333), Regulation (14CCR sections 18722 et seq., 18800 et seq), and CalRecycle Policy allow for reporting year disposal tonnage modifications. Please state the nature of the reporting year disposal tonnage inaccuracy by checking all that apply.

Note: Changes to the following should also be included in the Disposal Rate Calculator section of the Jurisdiction Electronic Annual Report (EAR). If you have further questions about what qualifies, please contact your [LAMD representative](#).

Governor Brown signed AB 901 ([Gordon, Chapter 746, Statutes of 2015](#)) into law to change how organics, recyclable material, and solid waste are reported to CalRecycle. In the third quarter of 2019, with the adoption of new regulations ([Title 14, California Code of Regulations, Sections 18815.1-18815.13](#)), CalRecycle transitioned away from the Disposal Reporting System (DRS) to the Recycling and Disposal Reporting System (RDRS). [RDRS public reports](#) are now available. Reports for the previous report quarter become available for review 30 days after the submittal deadline for disposal facilities. For a list of all due dates, review the [RDRS Reporting Schedule](#). The data shown in these reports reflect the most current information contained in RDRS. These data are subject to change if reporting entities submit revisions to their quarterly reports. These data have not been verified by CalRecycle staff and represent what reporting entities submitted to CalRecycle in their quarterly RDRS submissions.

Local governments should work with reporting entities to identify errors and encourage them to correct reporting errors and produce accurate information. Reporting entities must report accurately as required by statute and regulation. Local governments may review some reporting entity records pursuant to [Public Resources Code, section 41821.5\(g\)](#).

If the above steps do not resolve the issue with the reporting entity, please submit that information to the [RDRS Online Complaint Form](#) and be prepared to provide documentation upon request, establishing your belief that the information contained in RDRS is incorrect. If you have specific allegations of non-compliance by a reporting entity, please submit that information to the [RDRS Online Complaint Form](#) and identify the reporting entity and the facts upon which the allegation is based, so CalRecycle may investigate appropriately.

Beginning with the start of Recycling and Disposal Reporting System (RDRS) reporting by disposal facilities on July 1, 2019, Jurisdictions should work directly with reporting facilities, at which material has been disposed, to assure that changes to disposal tonnages listed below can be approved by CalRecycle through the Disposal Modification process. Changes made through RDRS after the release of the EAR will not be automatically reflected in the EAR Disposal Rate Calculator, though may be reflected in the CalRecycle staff review after submittal of the EAR.

If a Jurisdiction is aware of a change made by a disposal facility in the RDRS that may affect their disposal tons, they should make changes to the EAR Disposal Rate Calculator below before submittal, if possible. RDRS tonnage data may be reviewed on the Jurisdiction Disposal and Beneficial Reuse by Destination report (or other RDRS data reports on the [Recycling and Disposal Reporting Reports List](#)). Live report data is updated on the CalRecycle website every 24 hours.

All changes to default disposal tons should be reflected in the [RDRS](#) before CalRecycle staff can complete their annual review. Disposal tons that are adjusted from other jurisdictions (either positive or negative) may impact the Reporting-Year Disposal Amount totals submitted by a jurisdiction after submittal of the EAR.

Any RDRS tonnage changes that significantly impact the calculation of a jurisdiction's annual per capita disposal (ppd) rate after submittal, will be notified by CalRecycle staff if needed, to the jurisdiction submitting the EAR, prior to completing the staff review.

Changes to the Reporting-Year Disposal Amount (tons):

Misallocation: Disposed waste as reported in RDRS actually generated in another jurisdiction (e.g., misallocated waste). ***Please answer questions A6–A7.***

Miscalculation: Disposal tonnage miscalculated in RDRS. (This could be a 100% audit of hauler and self-haul tonnage in lieu of Recycling and Disposal Reporting System (RDRS) disposal tonnage.) ***Please answer questions A6–A7.***

Changes to Disposal Reduction Credits (Reported):

Disaster Waste: Waste disposal from a declared disaster or public emergency. (Reference: 14CCR, Art. 9.0, sec. 18794.0 (g), and sec. 18794.2 (g) for disaster-related reporting requirements.) For more information please see <https://www.calrecycle.ca.gov/lqcentral/basics/disaster>. **Note: Beginning with the start of RDRS reporting by disposal facilities on July 1, 2019, disaster debris outflows will be reported separately from MSW disposal and should no longer be assigned a Jurisdiction of Origin in the RDRS system. CalRecycle suggests that it may be helpful to continue to document this type of disposal in case there are reporting issues, and if any “disaster waste” disposal is incorrectly reported by a facility as solid waste disposal, it should be modified in the EAR as a Misallocation.**

Medical Waste: Residual waste from regional medical waste treatment facility. (Reference PRC section 41782 (a) (1), (b) and (c) for additional disposal tonnage modification requirements.) Disposal from medical waste treatment facilities that qualify generate treated medical waste that is deemed to be solid waste and is disposed at CalRecycle-Permitted solid waste facilities. Medical waste treatment facilities that generate untreated medical waste regulated under the Medical Waste Management Act that is not defined as solid waste and cannot be disposed at CalRecycle-Permitted Landfills (see [Health and Safety Code section 117600](#) et seq.) do not qualify. *Only* the host jurisdiction of a regional medical waste treatment facility that produces treated medical waste may subtract that tonnage from report-year disposal. **Please answer question A7 and Sections III and V.**

Regional Diversion Facility Residual Waste: Residual waste from regional diversion facility. (Reference PRC section 41782 (a) (2), (b) and (c) for additional disposal tonnage modification requirements.) **Please answer question A7 and Sections III, IV and V.**

C&D Waste: *Only* C&D tonnage that is generated by a federal, state, or other control agency project that is outside of a jurisdiction’s control and was disposed, and not diverted, despite local programs in place to divert the materials. C&D material that is generated within the jurisdiction and is within the jurisdiction’s control *would not* qualify for this credit. **Please answer question A7 and Section VI.**

Class II Waste: Non-hazardous designated waste (a.k.a. Class II waste) disposal mandated by federal, state, or other control agency policy, order, or contract modification. Also, reference CalRecycle’s Web page for Class II Policy Letter at <https://www.calrecycle.ca.gov/lqcentral/library/policy/class2>. **Note: Beginning with the start of RDRS reporting by disposal facilities on July 1, 2019, class II debris outflows will be reported separately from MSW disposal and should no longer be assigned a Jurisdiction of Origin in the RDRS system. CalRecycle suggests that it may be helpful to continue to document this type of disposal in case there are reporting issues, and if any “class II waste” disposal is incorrectly reported by a facility as solid waste disposal, it should be modified in the EAR as a Misallocation.**

Out-of-State Export (Diverted): Waste exported out-of-state that was diverted. Waste that was exported and disposed does not qualify for this credit. (Reference 14CCR, Art. 9.2, sec. 18813 (c) (4) for additional information.) **Please answer questions A7 and A10.**

- Green Material Potential Beneficial Reuse Exported-. Green material potential beneficial reuse exported out of state are tons that can potentially be used for green material beneficial reuse by out of state facilities. Out of state facilities that receive these materials are not required to report in RDRS so the final outcome of the material and whether they are used for green material beneficial reuse cannot initially be determined by CalRecycle. Pursuant to [Title 14 CCR 18794.2 \(c\)\(6\)](#) “the tons of solid waste and green material potential beneficial reuse exported from California, minus any portion of the waste that the jurisdiction proves was diverted,” should be included in a jurisdiction’s disposal. Jurisdictions may prove this material was utilized for beneficial reuse, and not ADC, by submitting a documentation, such as letter from the facility, that clearly indicates it was used for beneficial reuse, such as construction or erosion control, and not used as ADC as it would then be considered disposal due to AB 1594 ([Williams, Chapter 719, Statutes of 2014](#)).

Other Disposal Amounts:

Disposal of treated wood waste that is regulated as hazardous waste, and has been disposed in a Class I hazardous waste landfill or in a qualified composite-lined portion of a Class II or Class III solid waste landfill in accordance with California Health and Safety Code Section 25150.7. **Please answer question A11-a.**

Organic material that is required to be disposed due to a quarantine as directed by a federal or state agency. **Please answer question A11-b.**

- A6. a. **(Answer only if you are claiming a misallocation or miscalculation.)** Please explain the basis for the misallocation or miscalculation claim, i.e., why is the disposal tonnage reported through the CalRecycle's Recycling and Disposal Reporting System (RDRS) not correct? *If changes were made in the RDRS system prior to EAR submittal, please note that as the location of records in A7. If changes were made in RDRS, no further supplemental documentation is required to be submitted with this form. If the changes were not made in RDRS prior to EAR submittal, please attach documentation that demonstrates the misallocation or miscalculation.*
- b. Please indicate below:
- Correct jurisdiction of origin:
- Landfill operator:
- Reporting county:
- c. How has the misallocation or miscalculation problem been resolved so that the error does not reoccur?
- d. If changes are not completed in RDRS before the EAR submittal, parties affected by this misallocation or miscalculation claim (e.g., jurisdiction[s]), hauler[s], county[s] or landfill operator[s]) should be notified in writing regarding the problem and your pending claim to CalRecycle. **Attach a copy of the notification letter(s) sent.** The notification letter should identify the problem claimed in subsection A5, as well as the tonnage amount claimed. This should give the basis for determining the correct jurisdiction of origin or disposal calculation (including any substantiating documentation), and a proposal for correcting/addressing the problem.

A7. In the table below, list the data records that support your claim and are available for CalRecycle review. For example, weight tickets from a transfer station or a signed letter on official letterhead indicating where the waste tonnage originated (i.e. jurisdiction of origin). Be sure to submit documentation.

Source of Disposal Data	Tons	Type of Record	Location of Data

A8. **Question A8 no longer pertinent per ([Title 14, California Code of Regulations, Sections 18815.1-18815.13](#))**

A9. **Question A9 no longer pertinent per ([Title 14, California Code of Regulations, Sections 18815.1-18815.13](#))**

A10. **(Answer only if you are claiming out-of-state waste that was reported in the Recycling and Disposal Reporting System that was later diverted. (This includes Green Material Potential Beneficial Reuse Exported tons) Describe the diversion program; e.g., responsible agency for the diversion, diversion program, reporting information provided to substantiate the tonnage claimed.**

- For Green Material Potential Beneficial Reuse Exported tons: Jurisdictions may prove this material was utilized for beneficial reuse, and not ADC, by submitting a documentation, such as letter from the facility, that clearly indicates it was used for beneficial reuse, such as construction or erosion control, and not used as ADC as it would then be considered disposal due to AB 1594 ([Williams, Chapter 719, Statutes of 2014](#)).

A11. a. **(Answer only if you are claiming *treated wood waste* as a disposal reduction credit in the ‘Other Disposal Amounts’ category of the EAR Disposal Rate Calculator.)** Treated wood is wood that has been treated with a chemical preservative to protect the wood from insects, microorganisms, fungi and other environmental conditions that can lead to wood decay. Some commonly applied chemicals include creosote, pentachlorophenol, copper azole, copper boron azole, chromated copper arsenate, ammoniacal copper zinc arsenate, copper naphthenate and alkaline copper quaternary. The wood preservatives are registered pursuant to the Federal Insecticide, Fungicide, and Rodenticide Act and by the California Department of Pesticide Regulation. Other common surface applied coatings such as paint, varnish and oil stain are not considered wood preservatives. Please identify the material type, tonnage being claimed and name of landfill where the material was disposed. *(Also attach documentation showing tonnage claimed by material type).*

b. **(Answer only if you are claiming *organic material* as a disposal reduction credit in the ‘Other Disposal Amounts’ category of the EAR Disposal Rate Calculator.)** Organic material that is required to be disposed due to a quarantine as directed by a federal or state agency. Please identify the material type, tonnage being claimed, name of landfill where the material was disposed, and the control agency that required that material be disposed. *(Also attach documentation showing tonnage claimed by material type and documentation from the control agency requiring disposal).*

Section III: Facility Information (Answer only if you are claiming residual waste from a regional diversion facility or treated waste from a regional medical waste treatment facility.)

1. Facility name:

2. Facility location:

3. Total tons of residual waste disposed (for diversion facility): tons

Total tons of waste disposed (for medical waste treatment facility): tons

4. List the material types processed by the facility.

5. **(Answer only if claiming a deduction for treated medical waste).** List the jurisdictions contributing the non-treated medical waste processed by the facility.

Section IV: Regional Diversion Facility Qualification: (Answer only if you are claiming residual waste from a regional diversion facility.)

1. Does the facility accept material from within the jurisdiction?
Yes If yes, go to question 2.
No If no, your claim does not qualify for a deduction.
2. Does the facility have a Solid Waste Facility Permit?
Yes If yes, your claim does not qualify for a deduction.
No If no, go to question 3.
3. List the jurisdictions that send waste to the regional diversion facility.
4. Explain how the material received by the facility was source-separated for the purpose of being processed prior to its arrival at the facility.
5. How much residual waste is generated by the facility? % (of material received) tons
6. Is all residual waste a result of the recycling that takes place at the facility? Please explain. Note: Waste generated by the facility that is not a result of the processing of the recycled material handled by the facility may not be included in the residual claimed for deduction (e.g., waste from offices, lunch room, etc.).
7. Describe how the facility contributes to the regional effort to divert solid waste from disposal.
8. List and explain the factors that prevent the facility or jurisdiction from allocating the residual waste back to contributing jurisdictions.

Section V: Required Annual Report Information (To be answered only if claiming a reporting year deduction for residual waste from a regional diversion facility or a regional medical waste treatment facility that was approved in the previous year's annual report.)

1. What is the total amount of residual solid waste produced at the facility? _____ % (of total material handled)
tons
2. List the individual waste types and amounts of residual solid waste that cannot feasibly be diverted by the facility.
3. List all of the factors that continue to prevent the residual waste from feasibly being diverted.
4. Identify and describe any changes to the facility or residual waste since this deduction was first granted or since the last annual report.
5. Identify and describe any additional efforts undertaken or planned to divert some or all of the residual waste generated by the facility.

Section VI: Construction and Demolition (C&D) Tonnage. (To be completed only if claiming a reporting year deduction for disposal tonnage generated by a C&D project outside of the jurisdiction's control.)**1. Project Description.**

- a. Identify the project's controlling or lead agency (e.g., CalTrans, Bart).

- b. Identify the jurisdiction(s) in which the project is occurring.

- c. What is the project's start date: _____ Projected end date: _____

- d. Describe the project for which this claim is being made.

- e. Explain why this project is outside your jurisdiction's control (e.g., while your jurisdiction has a C&D recycling ordinance tied to building permits, the project's permit was not required to go through the local permitting process).

2. Disposal Information.

- a. Year for which this deduction is being claimed: _____

- b. What is the disposal deduction tonnage being claimed? _____ tons

- c. Attach appropriate documentation showing tonnage claimed is from this project and generated within this jurisdiction (e.g., landfilled weight tickets).

3. Efforts to Divert the C&D Waste.

- a. Describe your efforts to divert the C&D waste from this project, including the barriers encountered, if any: attach supporting documentation. The description may also be provided in a letter attached to this sheet.

- b. Were the efforts to divert the C&D waste successful? Please explain.