



Waste Management for State Agencies

SAGE Meeting
January 12, 2017





What's new for State agencies

- Laws and Regulations
- State Agency Reporting Center (SARC)
What to do before report opens on March 1st
- State Agency Reporting Center (SARC)
Updates for the Waste Management Annual Report
- Resources and Tools



New Laws and Regulations

- AB 2396 (McCarty, Chapter 466, Statutes of 2016)
- AB 2812 (Gordon, Chapter 530, Statutes of 2016)



Laws and Regulations

AB 2396 (McCarty, Chapter 466, Statutes of 2016)

As of January 1, 2017, each State agency and large State facility is required to include, in existing annual report, specified information on the state agency's compliance with

- ☐ mandatory commercial recycling requirements, pursuant to AB 341, and
- ☐ mandatory commercial organics recycling requirements, pursuant to AB 1826.



Laws and Regulations

AB 2812 (Gordon, Chapter 530, Statutes of 2016)

As of January 1, 2017, each state agency and large state facility is required to:

- ☐ provide adequate receptacles, signage, education, and staffing, and arrange for recycling services consistent with existing recycling requirements for each office building of the state agency or large state facility
- ☐ at least once per year, review the adequacy and condition of receptacles for recyclable material and of associated signage, education, and staffing.
- ☐ include in its existing annual report to CalRecycle a summary of the state agency's compliance with the act.



State Agency Reporting Center (S.A.R.C.)

- Web Application for State Agencies
- Maintain contact information
- Maintain a list of facilities
- Access to past reports
- Complete the Annual Waste Report



S.A.R.C.

What to do before March 1st

- ☐ Visit [CalRecycle's State agency web site](#)
- ☐ Log into the [SARC web application](#)
- ☐ Update all contact information
- ☐ Update list of facilities, including contact information at each facility

S.A.R.C.

Agency Search

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Agency Detail: California Department of Resources Recycling and Recovery (CalRecycle) (Full)

Summary Agency Contacts Facilities

Agency Name: California Department of Resources Recycling and Recovery (CalRecycle)

☒ Mailing Address is the same as Physical Address

| | | | |
|---------------------------|---------------------------------------|---------------------------------------|------------|
| Physical Address: | 1001 I St View Map | Mailing Address: | 1001 I St |
| Physical City: | Sacramento | Mailing City: | Sacramento |
| Physical State: | California | Mailing State: | California |
| Physical ZIP Code: | 95814 | Mailing ZIP Code: | 95814 |
| Physical County: | Sacramento | | |
| Jurisdiction: | Sacramento | Number of Employees at Agency: | |
| | | Total Number of Employees: | |

Report Type: Full

CalRecycle Representative: [John Duke](#) (916) 341-6712

☒ Agency is required to report

Back Edit

S.A.R.C. Agency Search

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Agency Facilities: California Department of Resources Recycling and Recovery (CalRecycle) (Full)
[Summary](#) [Agency](#) [Contacts](#) [Facilities](#)
[Add Facility](#)

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| Name | Number Of Employees | Physical Address | Contact | Contact Email Address | Contact Phone |
|--|---------------------|---|-------------|--|----------------|
| California Department of Resources Recycling and Recovery (CalRecycle) | | 801 K St Sacramento, CA 95814 | Joseph Fong | Joseph.Fong@calrecycle.ca.gov | (916) 341-6097 |
| California Department of Resources Recycling and Recovery (CalRecycle) | | 1590 Raley Court, Suite 40 West Sacramento, CA 95691 | Joseph Fong | joseph.fong@calrecycle.ca.gov | (916) 341-6097 |
| California Department of Resources Recycling and Recovery (CalRecycle) | | 5777 W. Century Blvd., Suite 1555 Los Angeles, CA 90045-5696 | Joseph Fong | Joseph.Fong@calrecycle.ca.gov | (916) 341-6097 |
| California Department of Resources Recycling and Recovery (CalRecycle) | | 1350 Front Street, Rm 6006 San Diego, CA 92101-3609 | Joseph Fong | Joseph.Fong@calrecycle.ca.gov | (916) 341-6097 |
| California Department of Resources Recycling and Recovery (CalRecycle) | | 2929 E Willow St Long Beach, CA 90806 | Joseph Fong | Joseph.Fong@calrecycle.ca.gov | (916) 341-6097 |
| California Department of Resources Recycling and Recovery (CalRecycle) | | 1955 Chicago Ave., Suite 100 Riverside, CA 92507 | Joseph Fong | Joseph.Fong@calrecycle.ca.gov | (916) 341-6097 |

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S.A.R.C.

Annual Report: Programs

Summary | **Agency** | **Disposal** | **Programs** | **Organics** | **Reports**

✗ **The Programs section is incomplete. All Programs must be reviewed.**

CalRecycle reviews and analyzes each agency/facility's success in meeting the 50% diversion mandate. This includes reviewing an agency/facility's diversion activities. This section includes the waste management hierarchy of programs to reduce, reuse, recycle, compost; as well as to buy recycled content products.

Select each Program area and identify all activities that were implemented during 2016.

Always review each program for the most recent requirements. The laws for new requirements are on our [State Agency Laws and Regulations](#) web page.

[Review and submit](#) the Annual Report after selecting all of your program activities

[View Programs Implemented in 2015](#)

| Export to Excel | | |
|---|--|------------------------------------|
| Program Name | Program Description | Selected Activity Count |
| Recycling | Recycling is the practice of collecting and diverting materials from the waste stream for remanufacturing into new products, such as recycled-content paper. The programs listed reflect this practice. This section includes new mandatory requirements for review. | Please review this program. |
| Organics Recycling | Programs that increase diversion of organic materials from landfill disposal for beneficial uses such as compost, mulch, and energy production. This section includes new mandatory requirements for review. This program detail is specifically for agency headquarters. For agencies with facilities or reporting for other agencies, please select the "Organics" tab above. | Please review this program. |
| Material Exchange | Programs that promote the exchange and reuse of unwanted or surplus materials. The reuse of materials/products results in the conservation of energy, raw resources, landfill space, and the reduction of green house gas emissions, purchasing costs, and disposal costs. | Please review this program. |
| Waste Prevention/Re-use | Programs in this section support (a) Waste Prevention: actions or choices that reduce waste, and prevent the generation of waste in the first place; and (b) Re-use: using an object or material again, either for its original purpose or for a similar purpose, without significantly altering the physical form of the object or material. | Please review this program. |
| Green Procurement | Programs that promote green purchasing practices, including the purchase of goods and materials that are made from recycled or less harmful ingredients such as, post-consumer recycled content copy paper or less toxic cleaning products. View sample policies and the Department of General Services Buying Green website . | Please review this program. |
| Training and Education | Programs to reduce trash, re-use, recycle, compost, and to buy green products are more effective when employees are aware, involved and motivated. How does your agency train and educate employees, and non-employees (if applicable) regarding existing waste management and recycling programs? This section includes new mandatory requirements for review. | Please review this program. |



S.A.R.C.

Annual Report: Recycling Program


☐ [?](#) Mattresses

Mattresses: Please record the number and type of mattresses *recycled*. Pursuant to Public Resources Code section 42989.2.1 (b), the Department is gathering information regarding the end of life disposition of CalPIA mattresses. This data will be used to establish a baseline and goal for mattress recycling in California. These include cotton core, foam, or inner spring mattresses, covered in ticking or vinyl, and manufactured by CalPIA.

Hazardous Materials: These following materials are deemed as hazardous and cannot be disposed in a landfill. These hazardous materials are regulated by the [California Department of Toxic Substances Control](#); please see their website for disposal guidelines.

- [Universal Waste](#) - radios, stereo equipment, printers, VCR/DVD players, calculators, cell phones, telephones, answering machines, microwave ovens, cathode ray tubes, cathode ray glass, all types of batteries, lamps (compact fluorescent lightbulbs, commercial fluorescent lights), mercury containing equipment, non-empty aerosol cans (containing propane, butane pesticides), and other common electronic devices.
- [Electronic Waste](#) - common electronic devices that are identified as hazardous waste, such as computers and Central Processing Units (CPUs), laptops, monitors and televisions, etc.
- Additional hazardous wastes should be [properly managed](#): antifreeze, asbestos, paint, treated wood, used oil, etc.

Please provide details describing your recycling activities, including information on recycling services, recycling requirements and mattresses, if applicable:



S.A.R.C.

Annual Report: Organics I

☒ Organics Recycling

1. Are you generating any of these organic materials at this location?

- ☒ Green Waste
- ☒ Landscape and Pruning Waste
- ☒ Food Scraps
- ☒ Food Soiled Paper
- ☒ Nonhazardous Wood Waste
- ☒ Other

☐ No Organic Material at this Facility

2. Based on a general estimate, what amount of materials generated best applies to this agency/facility?

- ☐ 8 or more cubic yards of organic material per week (2016)
- ☐ 4 or more cubic yards of organic material per week (2017)
- ☐ 4 or more cubic yards of solid waste per week (2019)
- ☐ 2 or more cubic yards of solid waste per week (2020)
- ☐ Less than two cubic yards of solid waste per week

3. How did you determine the level of organics generation at this location?

- ☐ Current Service Level Analysis based on hauler bills or receipts
- ☐ Used the Generator ID Tool
- ☐ Example of Generator ID Methods
- ☐ Other

4. Please describe your reuse and waste prevention programs for these materials.

- ☐ Grasscycling/Xeriscaping
- ☐ Food Recovery/Donation/Rescue
- ☐ Food Donation
- ☐ Food portion right-sizing
- ☐ Other



S.A.R.C.

Annual Report: Organics II

5. If generating organic material at this location, how are you diverting it?

Green Waste or Landscape and Pruning Waste

- ☐ On-site composting, chipping, and mulching
- ☐ Self-haul to organics diversion facility. If known, what Facility are they taken to
- ☐ Hauler pickup
- ☐ Other
- ☐ None

Food Scraps and Food Soiled Paper

- ☐ On-site composting, vermicomposting, or anaerobic digestion
- ☐ Self-haul to organics diversion facility. If known, what Facility are they taken to
- ☐ Hauler pickup
- ☐ Other
- ☐ None

Nonhazardous Wood Waste

- ☐ On-site composting and mulching
- ☐ Self-haul to organics diversion facility. If known, what Facility are they taken to
- ☐ Hauler pickup
- ☐ Other
- ☐ None

S.A.R.C.


Annual Report: Organics III

[SARC Home](#) > [Annual Reports](#) > [Annual Report Home](#) > [Organics](#)

Organics: California Department of Resources Recycling and Recovery (CalRecycle) (Reporting Year: 2016)

[Summary](#) [Agency](#) [Disposal](#) [Programs](#) [Organics](#) [Reports](#)

✗ The Organics section is incomplete. Enter the required organics recycling information.

 [Export to Excel](#)

| Facility Name | Physical Address | Number of Employees | Contact | Contact Email Address | Contact Phone | Contact Fax | |
|--|--|---------------------|-------------|--|--|--|-----------------------------------|
| California Department of Resources Recycling and Recovery (CalRecycle) | 801 K St Sacramento, CA 95814 | 0 | Joseph Fong | Joseph.Fong@calrecycle.ca.gov | (916) 341-6097 | (916) 319-7629 | Please enter organics information |
| California Department of Resources Recycling and Recovery (CalRecycle) | 1590 Raley Court, Suite 40 West Sacramento, CA 95691 | 0 | Joseph Fong | joseph.fong@calrecycle.ca.gov | (916) 341-6097 | (916) 319-7629 | Please enter organics information |
| California Department of Resources Recycling and Recovery (CalRecycle) | 5777 W. Century Blvd., Suite 1555 Los Angeles, CA 90045-5696 | 0 | Joseph Fong | Joseph.Fong@calrecycle.ca.gov | (916) 341-6097 | (916) 319-7629 | Please enter organics information |







S.A.R.C.

Annual Report: Training and Education

Training and Education

New! Pursuant to [AB 2812 \(Gordon, Chapter 530, Statutes of 2016\)](#), the bill requires, at least once per year, each covered state agency and large state facility to review and report to CalRecycle on the adequacy and condition of receptacles for recyclable material, including organics, if applicable, and of associated signage, education, and staffing.

Identify how your agency trains and educates employees, and non-employees (if applicable) regarding efforts to reduce waste, reuse, recycle, compost, and buy green products.

- ☐  *Dedicated Recycling Staff (Planned for 2017.)
- ☐  *Signage (signs, posters, including labels for recycling bins)
- ☐  *Employee training
- ☐  Office recycling guide, fact sheets

In accordance with new requirements noted above, please describe your review of:

- The adequacy and condition of recycling receptacles and signage at your agency/facility. If improvements are needed, please describe your agency/facility's plans to address it.
- The adequacy of employee training and education of recycling programs at agency or satellite facilities. If improvements are needed, please describe your agency/facility's plans to address it.
- Assurance of proper staffing for recycling programs including, but not limited to:
 - a dedicated recycling coordinator at agency headquarters
 - a dedicated recycling coordinator at agency or each satellite facility your agency reports for, if applicable
 - properly trained and compliant custodial staff, if applicable.
- If improvements are needed, please describe your agency/facility's plans to address it.

Explain how you also educate your suppliers, customers, and/or your community about your efforts to reduce, reuse, recycle, compost, and buy recycled products.



SARC Waste Management Annual Report

- State agency waste annual reports are based on calendar year

Reports due May 1st each year

- All agencies use CalRecycle's secure online SARC Annual Report system

<https://secure.calrecycle.ca.gov/SARC/SignIn.aspx>



CalRecycle Staff Contacts

For additional assistance, please contact your CalRecycle Local Assistance & Market Development Branch Representative.

www.calrecycle.ca.gov/StateAgency/Reporting/Contacts.aspx

**This page also includes a link to the web page for contacts by county and jurisdiction, if necessary.*