

Prepare and Submit Reports

Shipping Report - 14CCR, Section 2530(a)

According to Section 2530(a) of Title 14 of the California Code of Regulations, a certified recycling center must prepare and submit a shipping report for each delivery between certified entities.

First, you must complete **SHIPPER** section, **RECEIVER INFORMATION** section and **RECYCLER PAYMENT REQUEST** section.

Second, when material is ready to ship, you **must accurately**:

1. Determine the shipment cutoff date – which receipt and log dates are associated with the material being shipped.
2. Sum the daily summary information for the period (from and thru dates) indicated on the shipping report.
3. Calculate the corresponding *redemption weight* (round to 1/10th of a pound) and *refund* value, then record it on the shipping report.

Third, choose Method #1 or Method #2 to calculate reimbursement

$$\text{Redemption Weight} = \frac{\text{Total Refund Value}}{\text{Segregated Rate}}$$

METHOD #1 –TOTAL REFUND VALUE (Aluminum Example):

Total Refund Value paid associated with the material being shipped.

$$\text{Redemption Weight } \mathbf{500.8 \text{ lbs.}} = \frac{\$826.25}{\$1.65}$$

- 500.8 lbs. X \$1.65 = **\$826.25 REFUND**

METHOD #2 – DAILY SUMMARY (Aluminum Example):

BASIS	Wt./Count	Rate	Refund Value (Wt./Count x Rate)
Segregated and Weighed (SW)	500.0	\$1.65	\$825.00
Segregated and Counted (SC) ≥ 24 oz.	10	\$0.10	\$ 1.00
Segregated and Counted (SC) < 24 oz.	5	\$0.05	\$ 0.25
Scrap (SP)	2.0	\$0.00	\$ 0.00
Total Refund Value Paid			\$826.25

$$\text{Redemption Weight } \mathbf{500.8 \text{ lbs.}} = \frac{\$826.25}{\$1.65}$$

- 500.8 lbs. X \$1.65 = **\$826.32 REFUND (Variance due to rounding to 1/10 of a lb.)**

Lastly, you need to keep copies of paper shipping reports to be able to enter the information into DORIIS.

DO NOT FORGET to enter shipping report information into DORIIS when it becomes available (Saturday October 24, 2020 after 5:00pm).