

Narrator: Welcome to this instructional video for CalRecycle's Recycling and Disposal Reporting System.

In this video we will go through the process of entering data for the "Gray Container Waste Evaluations" in the "Organics Measurements" Tab pursuant SB 1383 RDRS reporting requirements, for Transfer/Processors.

This video assumes that you already have a web pass and have registered an Organization/Site with at least one transfer/processing reporting activity. If you do not yet have a CalRecycle webpass please see our other tutorial videos on how to register and report in RDRS.

For this demonstration it is assumed that you have already initiated your Q3 2022 report. If you need assistance on how to start a new RDRS report, please navigate to the other instructions videos available on the RDRS website.

Once your report is open you will see the "Organic Measurement" tab. This is where you will enter data pursuant SB 1383 regulations.

Once you click on the Organics Measurement Tab, you will see the following screen.

To select the appropriate response or enter values into the fields, you must first click the EDIT button.

Once you click the EDIT button, then you can start making selections or enter data into the appropriate fields.

The 3rd selection, titled "Gray Container Collection Stream(s)", is where you will enter information for the "Gray Container Waste Evaluations". The question asks, "Does your reporting entity receive more than 500 tons of material from the gray container collection stream from at last one jurisdiction annually?"

If the answer to this question is "No", make the appropriate selection from the drop-down menu, then fill out the rest of the tab, click "Save" and finish the rest of the report.

For this demonstration we will assume that we do receive more than 500 tons of material from the gray container collection stream from at last one jurisdiction annually. From the drop-down menu I will choose YES.

At this point a new section will appear where we must "Report the percentage of remnant organic waste in the gray container waste evaluation sample performed by your reporting entity this quarter". For the purposes of this demonstration, I will enter 50%.

If for any specific reason you enter a value of “0” a text box will appear for which you are required to provide an explanation why you entered a value of “0”.

I will demonstrate this by changing the value we just entered to “0”. As you can see, a note box appears where you must enter an explanation for entering a value of “0”.

Once you have completed answering all the questions and entering the required data in this tab, you must click the SAVE button before exiting this Tab. Your reporting is now complete for the Organic Measurement Tab. If you need additional resources to help you fill out the other question in the Organics Measurement Tab, please navigate to the RDRS Training Resources.

Thank you