

# Ministry of the Environment Waste Form

## Report of a Waste Audit

### Industrial, Commercial and Institutional Establishments

As required by O. Reg. 102/94

- *This report must be prepared 6 months after becoming subject to O. Reg. 102/94 and a copy retained on file for at least five years after it is prepared, and be made available to the ministry upon request.*
- *For large construction and demolition projects, please refer to the forms included with "A Guide to Waste Audits and Waste Reduction Work Plans for Construction and Demolition Projects as Required Under Ontario Regulation 102/94" (revised July 2008)*

#### I. GENERAL INFORMATION

<b>Name of Owner and/or Operator of Entity(ies) and Company Name:</b> McMaster University			
<b>Name of Contact Person:</b> Carlos Figueira		<b>Telephone #:</b> (905) 525-9149 ext.28695	<b>Email address:</b> figueir@mcmaster.ca
<b>Street Address(es) of Entity(ies):</b> 1280 Main Street West			
<b>Municipality:</b> Hamilton, Ontario, L8S 4L8			
<b>Type of Entity (check one)</b>			
Retail Shopping Establishments	<input type="checkbox"/>	Hotels and Motels	<input type="checkbox"/>
Retail Shopping Complexes	<input type="checkbox"/>	Hospitals	<input type="checkbox"/>
Office Buildings	<input type="checkbox"/>	Educational Institutions	<input checked="" type="checkbox"/>
Restaurants	<input type="checkbox"/>	Large Manufacturing Establishments	<input type="checkbox"/>

Note: O. Reg. 102/94 does not apply to multi-unit residential buildings.

#### II. DESCRIPTION OF ENTITY

<b>Provide a brief overview of the entity(ties):</b>
<p>McMaster University is an educational institution with approximately 29,758 FTE students which satisfies Part X of Ontario Regulation 102/94 &amp; 103/94. O.Reg. 102/94 requires operators of educational institutions with more than 350 full- or part-time students enrolled during the calendar year to conduct an annual waste audit and implement a waste reduction work plan. O.Reg. 103/94 requires that source separation programs be implemented and maintained for fine papers, newsprint, aluminum cans, steel cans, glass beverage containers and corrugated cardboard. McMaster University undertook this audit in order to assist them in reducing wastes generated on campus and/or disposed to landfill, while being in compliance with the required Regulations.</p>

### III. HOW WASTE IS PRODUCED AND DECISIONS AFFECTING THE PRODUCTION OF WASTE

For each category of waste that is produced at the entity(ies), explain how the waste will be produced and how management decisions and policies will affect the production of waste.	
Categories of Waste	How Is the Waste Produced and What Management Decisions/Policies Affect Its Production?
PET (#1) plastic food and beverage bottles	<i>Brought onto campus or generated on campus by staff/students/faculty</i>
HDPE (#2) Containers	<i>Brought onto campus or generated on campus by staff/students/faculty</i>
Polypropylene (#5) Containers	<i>Brought onto campus or generated on campus by staff/students/faculty</i>
Polystyrene (#6) Containers	<i>Brought onto campus or generated on campus by staff/students/faculty</i>
Glass food and beverage bottles/jars	<i>Brought onto campus or generated on campus by staff/students/faculty</i>
Aluminum food and beverage cans	<i>Brought onto campus or generated on campus by staff/students/faculty</i>
Steel food and beverage cans	<i>Brought onto campus or generated on campus by staff/students/faculty</i>
Gable Top Containers	<i>Brought onto campus or generated on campus by staff/students/faculty</i>
Aseptic Containers	<i>Brought onto campus or generated on campus by staff/students/faculty</i>
Fine paper	<i>Brought onto campus or generated on campus by staff/students/faculty</i>
Newsprint	<i>Brought onto campus or generated on campus by staff/students/faculty</i>
Boxboard shoe boxes, cereal boxes, etc.	<i>Brought onto campus or generated on campus by staff/students/faculty</i>
Glossy magazines, catalogues, flyers	<i>Brought onto campus or generated on campus by staff/students/faculty</i>
Cardboard	<i>Brought onto campus or generated on campus by staff/students/faculty</i>
Paper towels	<i>Generated by staff/students/faculty on campus</i>
Coffee cups	<i>Brought onto campus or generated on campus by staff/students/Faculty</i>
Organics / Food Waste	<i>Brought onto campus or generated on campus by staff/students/Faculty</i>
LDPE (#4) plastic film	<i>Brought onto campus or generated on campus by staff/students/faculty</i>
Styrofoam	<i>Brought onto campus or generated on campus by staff/students/faculty</i>
Plastics Strapping	<i>Brought onto campus or generated on campus by staff/students/faculty</i>
Scrap Woods/Pallets	<i>Generated by staff/students/faculty on campus</i>
Scrap Metals	<i>Generated by staff/students/faculty on campus</i>
Electronic Wastes (incl. toners)	<i>Generated by staff/students/faculty on campus</i>
Bulbs & Ballasts	<i>Generated by staff/students/faculty on campus</i>
Batteries	<i>Generated by staff/students/faculty on campus</i>
Concrete	<i>Generated by staff/students/faculty on campus</i>
Oil & Grease	<i>Generated by staff/students/faculty on campus</i>
Textbooks	<i>Generated by staff/students/faculty on campus</i>
Used Furniture	<i>Generated by staff/students/faculty on campus</i>
Other / Non-Recyclable	<i>Generated by staff/students/faculty on campus</i>

Note: When completing this form, write "n/a" in the columns where the entity will not produce any waste for a category of waste.

#### IV. MANAGEMENT OF WASTE

For each category of waste listed below, indicate which waste items will be disposed or reused/recycled and how each item will be managed at the entity(ies).		
Category	Waste to be Disposed	Reused or Recycled Waste
PET (#1) plastic food and beverage bottles	Staff/Students/faculty may place in garbage	Staff/Students/faculty may place in recycling containers.
HDPE (#2) Containers	Staff/Students/faculty may place in garbage	Staff/Students/faculty may place in recycling containers.
Polypropylene (#5) Containers	Staff/Students/faculty may place in garbage	Staff/Students/faculty may place in recycling containers.
Polystyrene (#6) Containers	Staff/Students/faculty may place in garbage	Staff/Students/faculty may place in recycling containers.
Glass food and beverage bottles/jars	Staff/Students/faculty may place in garbage	Staff/Students/faculty may place in recycling containers.
Aluminum food and beverage cans	Staff/Students/faculty may place in garbage	Staff/Students/faculty may place in recycling containers.
Steel food and beverage cans	Staff/Students/faculty may place in garbage	Staff/Students/faculty may place in recycling containers.
Gable Top Containers	Staff/Students/faculty may place in garbage	Staff/Students/faculty may place in recycling containers.
Aseptic Containers	Staff/Students/faculty may place in garbage	Staff/Students/faculty may place in recycling containers.
Fine paper	Staff/Students/faculty may place in garbage	Staff/Students/faculty may place in recycling containers.
Newsprint	Staff/Students/faculty may place in garbage	Staff/Students/faculty may place in recycling containers.
Boxboard shoe boxes, cereal boxes, etc.	Staff/Students/faculty may place in garbage	Staff/Students/faculty may place in recycling containers.
Glossy magazines, catalogues, flyers	Staff/Students/faculty may place in garbage	Staff/Students/faculty may place in recycling containers.
Cardboard	Staff/Students/faculty may place in garbage	Staff/Students/faculty may place in recycling containers.
Paper towels	Staff/Students/faculty may place in garbage	Staff/Students/faculty may place in organics container (trial)
Coffee cups	Staff/Students/faculty may place in garbage	No recycling program implemented.
Organics / Food Waste	Staff/Students/faculty may place in garbage	Staff/Students/faculty may place in organics containers.
LDPE (#4) Plastic Film	Staff/Students/faculty may place in garbage	Staff/Students/faculty may place in recycling containers.
Styrofoam (#6)	Staff/Students/faculty may place in garbage	No recycling program implemented.
Plastic Strapping	Staff/Students/faculty may place in garbage	Staff/Students/faculty may place in recycling containers.
Scrap Woods/Pallets	Staff/Students/faculty may place in garbage	Staff/Students/faculty may place in loading areas for pickup
Scrap Metals	Staff/Students/faculty may place in garbage	Staff/Students/faculty may place in centralize metal recycling containers.
Electronic Wastes (incl. toners)	Staff/Students/faculty may place in garbage	Staff/Students/faculty may place in IT recycling containers.
Bulbs & Ballasts	Staff/Students/faculty place in garbage	Staff/Students/faculty may notify FS for pickup.
Batteries	Staff/Students/faculty place in garbage	Staff/Students/faculty may place in battery recycling bins. (EOHS)
Concrete	Staff/Students/faculty place in garbage	No recycling program implemented.
Cooking Oil	Staff/Students/faculty place in garbage	Staff may place in recycling containers.

Textbooks	<i>Staff/Students/faculty place in garbage</i>	<i>Students/Faculty may place in recycling through bookstore for resale</i>
Used Furniture	<i>Staff/Students/faculty place in garbage</i>	<i>Staff/students/faculty may send out bldg. notices to reuse</i>
Other / Non-Recyclable	<i>Staff/students place in garbage</i>	<i>Not applicable.</i>

**Note:** When completing this form, write "n/a" in the columns where the entity will not produce any waste for a category of waste.



**VI. EXTENT TO WHICH MATERIALS OR PRODUCTS USED OR SOLD BY THE ENTITY CONSIST OF RECYCLED OR REUSED MATERIALS OR PRODUCTS**

Please answer the following questions:

1. Do you have a management policy in place that promotes the purchasing and/or use of materials or products that consist of recycled and/or reused materials or products? If yes, please describe.

*No formal "green" purchasing policy is in place at McMaster University. However, the different purchasing departments at the University do consider environmental impacts of their purchases whenever options are available and feasible.*

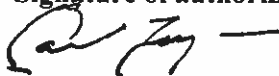
2. Do you have plans to increase the extent to which materials or products used or sold\* consist of recycled or reused materials or products? If yes, please describe.

*Not applicable.*

\* Information regarding materials or products "sold" that consist of recycled or reused materials or products is only required from owner(s) of retail shopping establishments and the owner(s) or operator(s) of large manufacturing establishments.

Please attach any additional page(s) as required to answer the above questions.

**I hereby certify that the information provided in this Report of Waste Audit is complete and correct.**

<b>Signature of authorized official:</b> 	<b>Title:</b> Director Custodial Services	<b>Date:</b> 2023/01/31
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# Ministry of the Environment Waste Form

## Report of a Waste Reduction Work Plan

### Industrial, Commercial and Institutional Establishments

As required by O. Reg. 102/94

*This report must be prepared 6 months after becoming subject to O. Reg. 102/94 and a copy retained on file for at least five years after it is prepared, and be made available to the ministry upon request.*

#### I. GENERAL INFORMATION

<b>Name of Owner and/or Operator of Entity(ies) and Company Name:</b> McMaster University			
<b>Name of Contact Person:</b> Carlos Figueira		<b>Telephone #:</b> (905) 525 9140 ext 28695	<b>Email address:</b> figueir@mcmaster.ca
<b>Street Address(es) of Entity(ies):</b> 1280 Main Street West			
<b>Municipality:</b> Hamilton, Ontario, L8S 4L8			
<b>Type of Entity (check one)</b>			
<input type="checkbox"/> Retail Shopping Establishments	<input type="checkbox"/>	<input type="checkbox"/> Hotels and Motels	<input type="checkbox"/>
<input type="checkbox"/> Retail Shopping Complexes	<input type="checkbox"/>	<input type="checkbox"/> Hospitals	<input type="checkbox"/>
<input type="checkbox"/> Office Buildings	<input type="checkbox"/>	<input type="checkbox"/> Educational Institutions	<input checked="" type="checkbox"/> X
<input type="checkbox"/> Restaurants	<input type="checkbox"/>	<input type="checkbox"/> Large Manufacturing Establishments	<input type="checkbox"/>

Note: O. Reg. 102/94 does not apply to multi-unit residential buildings.

#### II. DESCRIPTION OF THE ENTITY

<p>Provide a brief overview of the entity(ties):</p> <p>McMaster University is an educational institution with approximately 29,758 FTE students which satisfies Part X of Ontario Regulation 102/94 &amp; 103/94. O.Reg. 102/94 requires operators of educational institutions with more than 350 full- or part-time students enrolled during the calendar year to conduct an annual waste audit and implement a waste reduction work plan. O.Reg. 103/94 requires that source separation programs be implemented and maintained for fine papers, newsprint, aluminum cans, steel cans, glass beverage containers and corrugated cardboard. McMaster University undertook this audit in order to assist them in reducing wastes generated on campus and/or disposed to landfill, while being in compliance with the required Regulations.</p>
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### III. PLANS TO REDUCE, REUSE AND RECYCLE WASTE

For each category of waste described in Part V of "Report of a Waste Audit" (on which this plan is based), explain what your plans are to Reduce, Reuse and Recycle the waste, including: 1) how the waste will be source separated at the establishment, and 2) the programs to reduce, reuse and recycle all source separated waste.

<b>Waste Category</b> (as stated in Part V of your "Report of a Waste Audit")	<b>Source Separation and 3Rs Program</b>
Comingled Containers (PET, HDPE, LDPE, PP, PS, Aluminum, Steel, Glass, Aseptic)	<p><u>"Comingled 3Rs Program"</u></p> <p><i>Reduce:</i> Staff/Students/Faculty are encouraged to bring reusable containers food/beverage containers for lunch and breaks. McMaster University encourages suppliers to reduce the amount of polystyrene used to transport supplies. McMaster University encourages suppliers to reduce the amount of plastic film and wrapping materials used to transport supplies.</p> <p><i>Reuse:</i> Staff/Students/Faculty are encouraged to reuse plastic crates and totes wherever possible.</p> <p><i>Recycle:</i> Staff/Students/Faculty are provided with recycling bins in high waste generating areas and food service areas for mixed containers/plastics. Staff/Students/Faculty are encouraged to place mixed containers/plastics in appropriate recycling bins with appropriate signage affixed to the receptacle. Receptacles are emptied on a regular basis before they become full into large roll away bins for collection as required.</p>
Mixed Papers (Fine Paper, newsprint, boxboard, magazines, molded papers, kraft, catalogues, flyers, etc)	<p><u>"Mixed Paper 3Rs Program"</u></p> <p><i>Reduce:</i> Staff/Students/Faculty are encouraged to print on both sides of each piece of paper as well as not print when it is unnecessary. Staff/Students/Faculty are encouraged to take reading materials home with them after they are finished with them. Staff/students/Faculty will be sent, via email, news sources that are available online opposed to purchasing paper copies of news.</p> <p><i>Reuse:</i> Discarded paper with print only on one side will be used for note pads/scrap paper. Staff/Students/Faculty are encouraged to leave newspapers they are finished reading in common areas for others to read.</p> <p><i>Recycle:</i> Staff/Students/Faculty are provided with instructions via email where possible. Receptacles are provided in each office, classroom and high waste generating areas. Staff/Students/Faculty will be encouraged to place newsprint, fine paper, boxboard, magazines, molded papers, etc in appropriate recycling receptacles. Staff/Students/Faculty will empty receptacles into centralized containers. Custodial Staff empty centralized containers into bulk container in designated area for recycle collection as required.</p>
Confidential Papers	<p><u>"Confidential Paper 3Rs Program"</u></p> <p><i>Reduce:</i> None.</p> <p><i>Reuse:</i> None.</p> <p><i>Recycle:</i> Staff/Students/Faculty are aware of the existing program. Secure Receptacles are provided in designated areas as required. Staff/Students/Faculty are encouraged to place all confidential paper in the designated consoles. Contactor empty consoles on a bi-weekly basis and recycle shredded material.</p>
Cardboard	<p><u>"Cardboard 3Rs Program"</u></p> <p><i>Reduce:</i> Suppliers will be encouraged to make use of reusable containers for the shipment of supplies to the University.</p> <p><i>Reuse:</i> Cardboard boxes will be reused for shipments when appropriate.</p> <p><i>Recycle:</i> Staff/Students/Faculty are reminded of the existing program. Cleaners will be trained on where to dispose of cardboard waste correctly.</p>
Paper Towels	<p>Trial of a few high traffic locations for composting. Trial will be reviewed for feasibility.</p>
Organics	<p><u>"Organics 3Rs Program"</u></p> <p><i>Reduce:</i> Students are encouraged to bring uneaten food items home after lunch breaks or uneaten. Non-perishable food items can be donated on campus Community Fridge.</p> <p><i>Reuse:</i> Staff/Students/Faculty are provided with reusable china in some food service areas.</p> <p><i>Recycle:</i> Staff/Students/Faculty will be continually reminded of the existence of compost champions program for their work areas and departments. Kitchen staff &amp; cleaners are trained on where to dispose of waste correctly. Additional bins are added to the university food service</p>



	<i>areas to capture organic materials at their food prep stations.</i>
Coffee Cups, LDPE (#4) films, Plastic Strapping	<i>"Mixed Container 3Rs Program" – Refer above for description</i>
Styrofoam	<i>No 3Rs Program</i>
Wood Pallets/Scrap Woods	<i>"Scrap Woods &amp; Wood Pallets 3Rs Program"</i> <i>Reduce:</i> Staff to monitor use of Pallet to eliminate/reduce broken pallets. <i>Reuse:</i> Staff are reminded of the existing pallet recycling program. <i>Recycle:</i> Staff monitor loading areas for left over pallets. They are collecting by service provider as necessary.
Scrap Metals	<i>"Scrap Metals 3Rs Program"</i> <i>Reduce:</i> metal is only used when necessary. <i>Reuse:</i> metal is reused as required. <i>Recycle:</i> all metal products are recycling in various locations on campus.
Electronic Wastes (incl. printer toners)	<i>"Electronic Wastes 3Rs Program"</i> <i>Reduce:</i> None. <i>Reuse:</i> Staff/students/Faculty are encouraged to reuse/donate electronic wastes if possible. Electronic community re use program exists on campus. Electronic items are cleaned and donated to community in need. <i>Recycle:</i> Staff/Students/Faculty are reminded of the existing program, collection events for that are held 2 x per year.
Bulbs & Ballasts	<i>Bulbs and Ballasts are collected throughout campus and stored for recycling when required.</i>
Batteries	<i>A detailed battery recycling program exists in various locations across campus. Outside service collects when required.</i>
Concrete	<i>"Concrete 3Rs Program"</i> <i>Reduce:</i> None. <i>Reuse:</i> None. <i>Recycle:</i> None.
Cooking Oil	<i>"Oil &amp; Grease 3Rs Program"</i> <i>Reduce:</i> None. <i>Reuse:</i> None. <i>Recycle:</i> Staff will be reminded of the existing program.
Textbooks	<i>"Textbooks 3Rs Program"</i> <i>Reduce:</i> None. <i>Reuse:</i> Staff will be reminded of existing program through our bookstore <i>Recycle:</i> Staff will be reminded of the existing program.
Used Furniture	<i>"Used Furniture 3Rs Program"</i> <i>Reduce:</i> None. <i>Reuse:</i> Staff will be reminded of existing program through bldg. notices to all staff. <i>Recycle:</i> Staff will be reminded of the existing program.

#### IV. RESPONSIBILITY FOR IMPLEMENTING THE WASTE REDUCTION WORK PLAN

Identify who is responsible for implementing the Waste Reduction Work Plan at your entity(ies). If more than one person is responsible for implementation, identify each person who is responsible and indicate the part of the Waste Reduction Work Plan that each person is responsible for implementing.

Name of Person	Responsibility	Telephone #
Carlos Figueira	Cardboard	(905) 525-9140
	(PET, HDPE, LDPE, PP, PS, Aluminum, Steel, Glass, Aseptic)	
	Mixed Papers (Fine Paper, newsprint, boxboard, magazines, molded papers, kraft, catalogues, flyers, etc)	
	Confidential Papers	
	Organics	
	Wood Pallets/Scrap Woods	
	Scrap Metals	
	Electronic Wastes	
	Garbage Disposal	
Hospitality Services	Cooking Oil	
Bookstore	Textbooks	
All departments	Used Furniture	

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#### V. TIMETABLE FOR IMPLEMENTING WASTE REDUCTION WORK PLAN

Provide a timetable indicating when each Source Separation and 3Rs program of the Waste Reduction Work Plan will be implemented.

Source Separation and 3Rs Program	Schedule for Completion
Cardboard	<i>3Rs Program currently in place. Continual improvement to signage and additional promotional campaigns to be considered.</i>
Comingled	<i>3Rs Program currently in place. Continual improvement to signage and additional promotional campaigns to be considered.</i>
Mixed Papers	<i>3Rs Program currently in place. Continual improvement to signage and additional promotional campaigns to be considered.</i>
Confidential Papers	<i>3Rs Program currently in place. Continual improvement to signage and additional promotional campaigns to be considered.</i>
Organics	<i>3Rs Program currently in place. Continual improvement to signage and additional promotional campaigns to be considered.</i>
Scrap Wood/ Wood Pallets	<i>3Rs Program currently in place. Continual improvement to signage and additional promotional campaigns to be considered.</i>
Scrap Metals	<i>3Rs Program currently in place. Continual improvement to signage and additional promotional campaigns to be considered.</i>
Electronic Waste	<i>3Rs Program currently in place. Continual improvement to signage and additional promotional campaigns to be considered.</i>
Concrete	<i>No 3Rs Program currently in place</i>
Oil & Grease	<i>3Rs Program currently in place. Continual improvement to signage and additional promotional campaigns to be considered.</i>
Used Furniture/Textbooks	<i>3Rs Program currently in place. Continual improvement to signage and additional promotional campaigns to be considered.</i>

## VI. COMMUNICATION TO STAFF, CUSTOMERS, GUESTS AND VISITORS

Explain how the Waste Reduction Work Plan will be communicated to employees, customers, tenants, guests/visitors and students:

Explain how the Waste Reduction Work Plan will be communicated to students/staff/faculty? Sustainability committee will review existing programs and develop a plan to promote sustainable activities on campus. Additional promotional campaigns will also be considered to target specific audiences for specific programs. Continue to improve educational materials (hand-outs, flyers) and signage across campus as required.

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## VII. ESTIMATED WASTE PRODUCED BY MATERIAL TYPE AND THE PROJECTED AMOUNT

Material Categories (as stated in Part III)	Estimated Annual Waste Produced * (tonnes)	Name of Proposed 3Rs Program (as stated in Part III)	Projections to Reduce, Reuse or Recycle Waste (tonnes)			Estimated Annual Amount to be Diverted ** (%)
			Reduce	Reuse	Recycle	
PET (#1) plastic food and beverage bottles	15.18	Comingled 3Rs Program			9.87	65%
HDPE (#2) Containers	3.78	Comingled 3Rs Program			2.45	65%
Polypropylene (#5) Containers	22.42	Comingled 3Rs Program			14.57	65%
Polystyrene (#6) Containers	6.99	Comingled 3Rs Program			4.55	65%
Glass food and beverage bottles/jars	40.83	Comingled 3Rs Program			26.54	65%
Aluminum food and beverage cans	11.97	Comingled 3Rs Program			7.78	65%
Steel food and beverage cans	2.39	Comingled 3Rs Program			1.56	65%
Gable Top Containers	7.79	Comingled 3Rs Program			5.06	65%
Aseptic Containers	7.50	Comingled 3Rs Program			4.87	65%
Fine paper	62.75	Mixed Papers & Confidential Paper 3Rs Program			47.06	75%
Newsprint	0.00	Mixed Papers 3Rs Program			0.00	65%
Boxboard shoe boxes, cereal boxes, etc.	140.13	Mixed Papers 3Rs Program			91.09	65%
Glossy magazines, catalogues, flyers	37.14	Mixed Papers 3Rs Program			24.14	65%
Cardboard	152.06	Cardboard 3Rs Program			136.85	90%
Paper towels	67.86	No 3Rs Program				NA

Coffee cups	55.57	No 3Rs Program				NA
Organics / Food Waste	366.16	Organics 3Rs Program			219.69	60%
LDPE (#4) Plastic Film	25.45	Comingled 3Rs Program			16.54	65%
Styrofoam (#6)	1.94	No 3Rs Program				NA
Plastic Strapping	1.39	No 3Rs Program				NA
Scrap Woods/Pallets	54.00	Scrap Woods/Pallets 3Rs Program			54.00	100%
Scrap Metals	42.75	Scrap Metals 3Rs Program			42.75	100%
Electronic Wastes	24.03	Electronic Wastes 3Rs Program			24.03	100%
Bulbs & Ballasts	0.07	No 3Rs Program				NA
Batteries	0.21	No 3Rs Program				NA
Concrete	0.00	No 3Rs Program			0.00	100%
Oil & Grease	14.56	No 3Rs Program			14.56	100%
Textbook Donations	0.00	Textbooks 3Rs Program		0.00		100%
PPE	9.00	No 3Rs Program				NA
Textiles	0.09	No 3Rs Program				NA
Other / Non-Recyclable	120.84	No 3Rs Program				NA

\*  $Estimated\ Waste\ Produced = Waste\ Diverted\ (3Rs) + Waste\ Disposed$

\*\*  $Estimated\ Waste\ Diversion\ Rate = Amount\ of\ Waste\ Diverted\ (3Rs) \div Estimated\ Waste\ Produced \times 100\%$

<b>I hereby certify that the information provided in this Waste Reduction Work Plan is complete and correct.</b>		
<b>Signature of authorized official:</b> 	<b>Title:</b> Director Custodial Services	<b>Date:</b> 2023/01/31