

Refuse Self-Assessment

Customer Name: _____

Customer Service Address: _____

Contact Email: _____ Contact Phone: _____

Please examine the contents of each of your refuse containers in their collection service areas and complete the below assessment of the materials found in the compost, recycling, and trash.

COMPOST <i>check all that apply</i>	
Acceptable Materials	Unacceptable Materials (Contamination)
☐ Food (includes scraps, cooked food, whole produce, etc.)	☐ Glass, E-Waste, or Hazardous Waste (Automatic Fail)
☐ Napkins/Paper towels/Tissues (soiled or clean)	☐ Painted or Treated Wood
☐ Soiled Paper (includes wet/soiled cardboard, menus, office paper, etc.)	☐ Plastic Film/Bags (either loose or with materials inside)
☐ Waxed Cardboard	☐ Plastic Utensils/Cups/Dishes
☐ Certified Compostable Plastic Containers/Dishes/Flatware (must be clearly marked "Compostable")	☐ Plastic Packaging of any kind
☐ Certified Compostable Plastic Bags (must be clearly marked "Compostable")	☐ Aluminum Foil/Trays/Cans
☐ Plant or Yard Trimmings	☐ Latex Gloves
☐ Other:	☐ Other:
Estimate percentage of acceptable materials in the overall Compost volume: _____ %	Estimate percentage of unacceptable materials in the overall Compost volume: _____ %
If Unacceptable Materials volume is under 5% and does not include glass, E-waste, or Hazardous Waste: PASS	
If Unacceptable Materials volume is above 5% or includes any glass, E-waste, or Hazardous Waste: FAIL	

See below for examples of passing and failing materials:

Compost PASS:



Compost FAIL:



Date: ____/____/____

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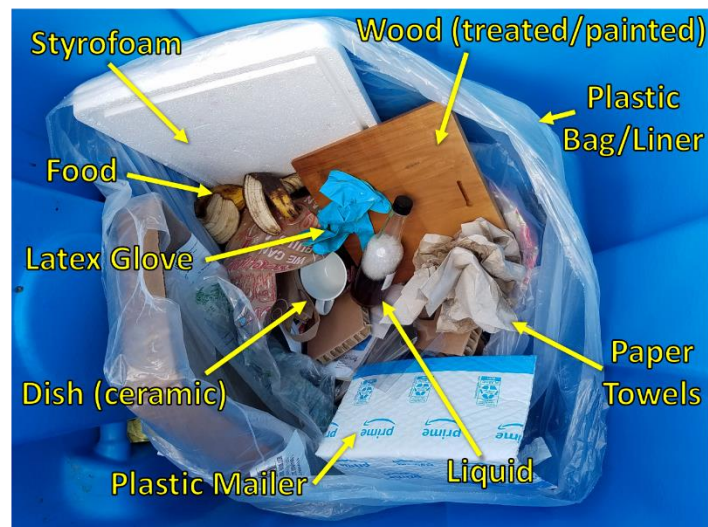
RECYCLING <i>check all that apply</i>	
Acceptable Materials	Unacceptable Materials (Contamination)
☐ Glass Bottles/Jars	☐ E-Waste or Hazardous Waste (Automatic Fail)
☐ Aluminum Cans	☐ Food
☐ Aluminum Foil/Trays	☐ Wet/Soiled Paper or Cardboard
☐ Metal Cans	☐ Paper Towels/Napkins/Tissues
☐ Plastic Bottles	☐ Waxed Cardboard
☐ Plastic Cups	☐ Liquids
☐ Plastic Containers	☐ Dishes (glass or ceramic)
☐ Cardboard	☐ Wood
☐ Paper (clean, any type)	☐ Styrofoam
☐ Cartons (for milk or juice)	☐ Latex Gloves
☐ Aseptic Cartons (for unrefrigerated soups, non-dairy milks, coconut water, etc.)	☐ Plastic Liner Bags/Loose Plastic Film
☐ Other:	☐ Other:
Estimate percentage of acceptable materials in the overall Recycling volume: _____ %	Estimate percentage of unacceptable materials in the overall Recycling volume: _____ %
If Unacceptable Materials volume is under 10% and does not include E-waste or Hazardous Waste: PASS If Unacceptable Materials volume is above 10% or includes E-waste or Hazardous Waste: FAIL	

See below for examples of passing and failing materials:

Recycling **PASS:**



Recycling **FAIL:**



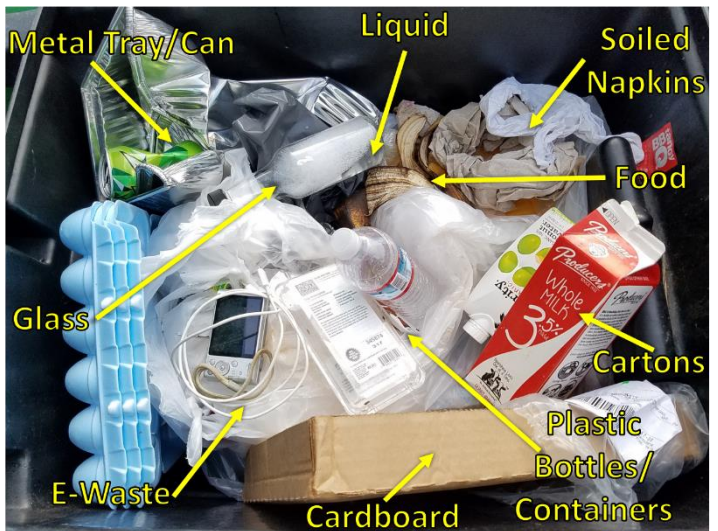
Date: ____/____/____

TRASH <i>check all that apply</i>	
Acceptable Materials	Unacceptable Materials (Contamination)
☐ Foam Packaging/Styrofoam	☐ E-Waste or Hazardous Waste (Automatic Fail)
☐ Loose Plastic Film	☐ Paper/Cardboard (clean or soiled)
☐ Diapers/Pet Pads	☐ Glass (bottles or jars only)
☐ Latex Gloves	☐ Metal (cans, trays, foil)
☐ Textiles/Pillows	☐ Liquids
☐ Mixed-Material Items	☐ Cartons (for liquid of any kind)
☐ Treated/Painted Wood	☐ Plastic bottles/cups/containers/utensils
☐ Sponges	☐ Paper Towels/Napkins/Tissues
☐ Plastic Liner Bags (CLEAR ONLY)	☐ Food
☐ Other:	☐ Other:
Estimate percentage of acceptable materials in the overall Trash volume: _____ %	Estimate percentage of unacceptable materials in the overall Trash volume: _____ %
If Unacceptable Materials volume is under 25% and does not include E-waste or Hazardous Waste: PASS	
If Unacceptable Materials volume is above 25% or includes E-waste or Hazardous Waste: FAIL	

Trash **PASS:**



Trash **FAIL:**



Once you have determined your results, please continue to "Next Steps" on the next page.

Date: ____/____/____

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Next Steps:

If any of your self-assessments receive a failing grade, don't worry—we're here to help. If all assessments pass, great job! The following information and tips can help you improve proper sorting.

1. The best place to start is to spread the word on exactly what materials are being sorted incorrectly. Send out reminders for what bin they *should* be going into. Pictures are always helpful.
2. Take note of any purchasing practices that could be adjusted towards reusable, recyclable, or compostable items. This can help prevent contamination from occurring, and potentially lower your bill.
3. Next, explore the resources provided at our website. It's full of information and you can [download and print PDFs of our posters](#) to hang onsite.
4. Send us an email at customersevice@recologysf.com, or through the [Contact Us](#) form on our website. When you reach out, please attach your Self-Assessment form or provide details on the results. Our customer service team will connect you with a qualified Waste Zero Specialist who can provide help for proper sorting and increased diversion from the landfill. All educational services and outreach materials are provided at no additional cost to you.
5. Waste Zero Specialists can provide multilingual color-coded posters and stickers, conduct multilingual trainings and presentations, or meet onsite to do a walkthrough of the property and identify any opportunities for improved sorting.
6. Once you receive outreach from a Waste Zero Specialist and make some of the suggested changes, consider repeating the Self-Assessment to gauge how much sorting has improved.
7. **Congratulations! You are now eligible for a “pre-audit” of your containers by a Recology Zero Waste Diversion Auditor.** This audit will take place before the legislation goes into effect on July 1st, 2019 and will give you a good idea of where you stand in terms of compliance. Steps 1-5 **MUST BE COMPLETED** in order to receive a pre-audit.
8. By doing a better job sorting your refuse, you're doing a huge favor for your environment. Things that can be reused, recycled or composted won't be buried and lost forever in a landfill. Instead, contamination-free compost and recycling ensures your discarded, old materials can be processed into something new.