

# Waste Stream Self-Assessment

Customer Name: \_\_\_\_\_

Customer Service Address: \_\_\_\_\_

Contact Email: \_\_\_\_\_ Contact Phone: \_\_\_\_\_

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

<b>COMPOST</b> <i>check all that apply</i>	
<b>Acceptable Materials</b>	<b>Unacceptable Materials (Contamination)</b>
<input type="checkbox"/> Food (includes scraps, cooked food, whole produce, etc.)	<input type="checkbox"/> Glass
<input type="checkbox"/> Napkins/Paper towels/Tissues (soiled or clean)	<input type="checkbox"/> Painted or Treated Wood
<input type="checkbox"/> Soiled Paper (includes wet/soiled cardboard, menus, office paper, etc.)	<input type="checkbox"/> Plastic Film/Bags (either loose or with materials inside)
<input type="checkbox"/> Waxed Cardboard	<input type="checkbox"/> Plastic Utensils/Cups/Dishes
<input type="checkbox"/> Certified Compostable Plastic Containers/Dishes/Flatware (must be clearly marked "Compostable")	<input type="checkbox"/> Plastic Packaging of any kind
<input type="checkbox"/> Certified Compostable Plastic Bags (must be clearly marked "Compostable")	<input type="checkbox"/> Aluminum Foil/Trays/Cans
<input type="checkbox"/> Plant or Yard Trimmings	<input type="checkbox"/> Latex Gloves
<input type="checkbox"/> Other:	<input type="checkbox"/> Other:
Estimate percentage of <b>acceptable</b> materials in the overall Compost volume: _____ %	Estimate percentage of <b>unacceptable</b> materials in the overall Compost volume: _____ %
If Unacceptable Materials volume is under 5%: <b>PASS</b>	
If Unacceptable Materials volume is above 5%: <b>FAIL</b>	

See below for examples of passing and failing materials:

## Compost PASS:



## Compost FAIL:



Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

<b>RECYCLING</b> <i>check all that apply</i>	
<b>Acceptable Materials</b>	<b>Unacceptable Materials (Contamination)</b>
<input type="checkbox"/> Glass Bottles/Jars	<input type="checkbox"/> Plastic Liner Bags/Loose Plastic Film
<input type="checkbox"/> Aluminum Cans	<input type="checkbox"/> Food
<input type="checkbox"/> Aluminum Foil/Trays	<input type="checkbox"/> Wet/Soiled Paper or Cardboard
<input type="checkbox"/> Metal Cans	<input type="checkbox"/> Paper Towels/Napkins/Tissues
<input type="checkbox"/> Plastic Bottles	<input type="checkbox"/> Waxed Cardboard
<input type="checkbox"/> Plastic Cups	<input type="checkbox"/> Liquids
<input type="checkbox"/> Plastic Containers	<input type="checkbox"/> Dishes (glass or ceramic)
<input type="checkbox"/> Cardboard	<input type="checkbox"/> Wood
<input type="checkbox"/> Paper (clean, any type)	<input type="checkbox"/> Styrofoam
<input type="checkbox"/> Cartons (for milk or juice)	<input type="checkbox"/> Latex Gloves
<input type="checkbox"/> Aseptic Cartons (for unrefrigerated soups, non-dairy milks, coconut water, etc.)	<input type="checkbox"/> Electronics
<input type="checkbox"/> Other:	<input type="checkbox"/> Other:
Estimate percentage of <b>acceptable</b> materials in the overall Recycling volume: _____ %	Estimate percentage of <b>unacceptable</b> materials in the overall Recycling volume: _____ %
If Unacceptable Materials volume is under 5%: <b>PASS</b>	
If Unacceptable Materials volume is above 5%: <b>FAIL</b>	

See below for examples of passing and failing materials:

### Recycling **PASS**:



### Recycling **FAIL**:



Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

<b>TRASH</b> <i>check all that apply</i>	
<b>Acceptable Materials</b>	<b>Unacceptable Materials (Contamination)</b>
<input type="checkbox"/> Foam Packaging/Styrofoam	<input type="checkbox"/> Food
<input type="checkbox"/> Loose Plastic Film	<input type="checkbox"/> Paper/Cardboard (clean or soiled)
<input type="checkbox"/> Diapers/Pet Pads	<input type="checkbox"/> Glass (bottles or jars only)
<input type="checkbox"/> Latex Gloves	<input type="checkbox"/> Metal (cans, trays, foil)
<input type="checkbox"/> Textiles/Pillows	<input type="checkbox"/> Liquids
<input type="checkbox"/> Mixed-Material Items	<input type="checkbox"/> Cartons (for liquid of any kind)
<input type="checkbox"/> Treated/Painted Wood	<input type="checkbox"/> Plastic bottles/cups/containers/utensils
<input type="checkbox"/> Sponges	<input type="checkbox"/> Paper Towels/Napkins/Tissues
<input type="checkbox"/> Plastic Liner Bags (CLEAR ONLY)	<input type="checkbox"/> Electronics/E-Waste
<input type="checkbox"/> Other:	<input type="checkbox"/> Other:
Estimate percentage of <b>acceptable</b> materials in the overall Trash volume: _____ %	Estimate percentage of <b>unacceptable</b> materials in the overall Trash volume: _____ %
If Unacceptable Materials volume is under 25%: <b>PASS</b>	
If Unacceptable Materials volume is above 25%: <b>FAIL</b>	

**Trash PASS:**



**Trash FAIL:**



If any of the above waste streams receive a failing grade, please continue to "Next Steps" on the next page.

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

## Next Steps:

If any of your self-assessments receive a failing grade, don't worry—this is why we're here to help.

1. The best place to start is by spreading the word on which precise materials are being found out of place. Send out a reminder for where they *should* be going instead. Pictures are always helpful.
2. Take note of any purchasing practices that could be changed in order to create more recyclable and compostable items, and fewer trash items. This can help lower the chances of contamination, and potentially lower your bill.
3. Next, take a look at our website. It's full of information and you can even [download and print PDFs of our posters](#) to hang onsite.
4. Send us an email at [customersevice@recologysf.com](mailto: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 of our educational services 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, after a few weeks consider repeating the Self-Assessment to gauge how much sorting has improved. **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. This audit 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.
7. Don't forget that by doing a better job sorting your waste, you're doing a huge favor for our environment. Things that can be reused won't be buried in a landfill, and contamination-free compost and recycling ensures that the material can be processed into something new.