

ZERØWASTEMARIN

SB 1383 Procurement Training



Today's Objectives



Understand SB 1383
requirements for paper
procurement



Learn about San Rafael's
current procurement
practices

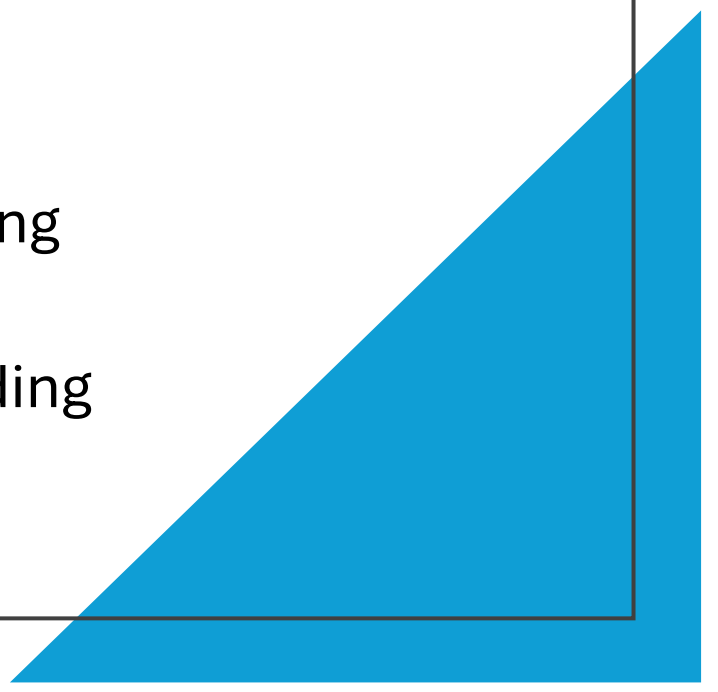


Identify challenges and
opportunities for
improvement



Explore how Zero Waste
Marin can support
compliance

SB 1383

- California's state law aimed at reducing organic waste in landfills to fight climate change
 - Key focus:
 - Reducing greenhouse gas emissions and increasing recycling efforts
 - Mandates specific procurement requirements, including paper products
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Paper Procurement Requirements



SB 1383 requires that jurisdictions purchase paper products with a minimum % of recycled content



Documentation and recordkeeping are mandatory for compliance



Compliance ensures that paper products meet sustainable standards (e.g., 30% post-consumer recycled content)



Not all products have the same recycled content requirements. It's essential to check the specific requirements for each product type before making a purchase.

Paper Procurement Requirements

Paper products should consist at least 30% by fiber weight of postconsumer recycled content fiber, except for those listed below	
Toilet seat covers	10%
Facial tissues	10%
Toilet paper	45%
Paper towels	40%
General purpose paper wipers	40%
Food service ware (plates, takeout boxes, napkins etc.)	40%

Challenges, Successes, and Solutions

- Who should we be engaging with this content?- who needs to know this information
- Send out info to ALL staff since many do purchases – offer Amazon, have folks talk to Cory, Shannon, or Thomas or list the folks from each dept who took the training.
- FAQ list – you can use your P Card (purchase card) on Amazon
- Keep receipts and Cory will ask for them Monthly and send a folder to upload to
- Can we do something like Where Does it Go, Joe for SB 1383?
- Create frequently asked question
- Follow up with Anita Rose and Erika Spencer

Resources



[CalRecycle Recycled-Content Paper Requirements](#)



[City of San Rafael SB 1383 Employee Website](#)

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SB 1383 Paper Procurement Requirements

Effective January 1, 2022, SB 1383 mandates that jurisdictions—defined as cities, counties, or special districts providing solid waste collection services—**must purchase recyclable paper products**. This requirement applies when such products are available at competitive prices and meet performance standards. The regulation covers all paper products, including printing and writing paper. Below are examples of commonly purchased paper products by local governments.

Printing & Writing Papers

- Copy paper
- Watermark
- Note pads
- Offset

Paper Office Supplies

- File folders
- Envelopes
- Sticky notes
- Boxes & packaging

Printed Materials

- Calendars
- Brochures
- Magazines
- Posters
- Newsprint

Janitorial Papers

- Toilet paper
- Paper towels
- Facial tissues
- Toilet seat covers

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Record Keeping

Jurisdictions must keep records verifying the post-consumer recycled content and recyclability of all paper purchases, which should include the following:

- Copies of invoices, receipts, vendor reports, or other proof of purchase that specify the volume and type of paper products procured.
- Written certification(s) confirming the recycled content of each paper product, which can be obtained from:
 - Paper vendors, such as usage reports
 - Manufacturer or vendor websites
 - Product labels, invoices, receipts, etc.
- Written documentation from the vendor certifying that the products are recyclable.



Contact Information

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