



waste reduction

Working together to reduce waste

**Fleming College
2019 Solid Non-Hazardous Waste Audit**

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Executive Summary

Fleming College retained the services of Waste Reduction Group Inc to conduct a solid non-hazardous waste audit at its Sutherland and Frost campuses located in Peterborough and Lindsay, Ontario respectively. Samples of waste were collected over two (2) days in March 2019, totalling 107.52 kg of waste materials (i.e. garbage, fibres, containers and organics). Waste materials collected for the audit were labelled to indicate functional area that generated the materials, including Cafeteria, Hallway, Alks Lodge, Heavy Equipment, Library, Kitchen, Steele Centre, D Wing, B Wing, Break Time, LRC, C2 and Washroom areas. The following list summarizes the overall combined garbage composition determined from the audit:

• Non-recyclable	27.3%
• Organic Waste	24.6%
• Mixed Papers:	17.8%
• Paper Towels:	9.9%
• Mixed Containers:	7.2%
• Coffee Cups:	6.3%
• LDPE (#4 Plastic) films:	4.4%
• Scrap Metals:	1.5%
• Electronic wastes:	0.5%
• Cardboard:	0.4%
• Styrofoam, Scrap Woods:	Each <= 0.1%

A 'Fibre Stream' sample of 13.98 kg was collected for the waste audit. Approximately 84% was generated at Sutherland Campus and 16% at Frost Campus. At Sutherland campus, the majority of the fibre stream was generated in the cafeteria (33.1%), LRC (16.7%) and D Wing (16.3%). At Frost Campus, the majority of fibre materials were generated in the cafeteria (67.8%). The contamination rate in the paper stream was determined to be 60.0% and 35.7% for Sutherland and Frost Campuses respectively.

A 'Container Stream' sample of 30.52 kg was collected for the waste audit. Approximately 65% was generated at Sutherland Campus and 35% at Frost Campus. At Sutherland campus, the majority of the container stream was generated in the cafeteria (30.3%), D Wing (24.8%) and B Wing (14.6%). At Frost Campus, the majority of container materials were generated in the cafeteria (47.9%) and Hallway (39.5%). The contamination rate in the container stream was determined to be 76.5% and 42.6% for Sutherland and Frost Campuses respectively.

An 'Organics Stream' sample of 18.68 kg was collected for the waste audit. Approximately 79% was generated at Sutherland Campus and 21% at Frost Campus. At Sutherland campus, the majority of the organic stream was generated in D Wing (28.5%), B Wing (20.6%), Library (19.0%) and the Cafeteria (14.7%). At Frost Campus, the majority of organic materials were generated in the cafeteria (37.6%) and Hallway (35.8%). The contamination rate in the organics stream was determined to be 32.5% and 25.6% for Sutherland and Frost Campuses respectively.

Waste diversion programs have been implemented on campus for cardboard, mixed recycling, mixed containers, scrap woods, confidential papers, printer toners, electronics, batteries, scrap metals and oil & grease. Estimates of the annual amounts of solid non-hazardous waste materials disposed, reduced, reused and recycled were determined. The following table summarizes the overall annual quantities of waste materials generated, diverted and disposed in 2018.

Overall Annual Quantities of Materials Diverted & Disposed

Material	Total Annual Amount	
	Metric Tonnes	Percent
Disposed to Landfill	276.46	52.6%
Materials 3Rs	248.71	47.4%
Total Waste Generated	525.17	100%

Based on the total annual amount of waste materials generated and diverted, the waste diversion rate at Fleming College was determined to be approximately 47.4%. The provincial objective for waste diversion rate is 60%. Waste diversion rates for the Sutherland and Frost campuses were determined to be 46.1% and 50.7% respectively. Fleming College’s management team are committed to improving their waste diversion rate in order to minimize the amount of materials disposed to landfill.

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1 Introduction

Fleming College retained the services of Waste Reduction Group Inc to conduct a solid non-hazardous waste audit for the educational institution. Fleming College operates four campuses, Sutherland (Peterborough), Frost (Lindsay), Haliburton and Cobourg. The waste audit focused on Sutherland and Frost campuses.

The waste audit examined representative samples of waste materials (landfill, fibre, containers and organics) from thirteen (13) different areas on the two campuses over a two (2) day period in March 2019. The goal of the waste audit was to gain an understanding of the quantities and composition of solid non-hazardous wastes generated at the educational institution.

Fleming College is a multi-building community that has a population of approximately 6275 students and staff that generate waste and divertible materials (Refer to Appendix A for 2017/2018 FTE of 6152). Fleming College conducted the solid non-hazardous waste audit to complying with O.Reg. 102/94, confirm compliance with O.Reg.103/94 and to further improve upon their present waste reduction, reuse and recycling initiatives implemented on campus.

1.1 Purpose

The purpose of the solid non-hazardous waste audit was to:

- Comply with Part X of O.Reg. 102/94 'Waste Audits and Waste Reduction Work Plans', which requires the operator of an educational institution with more than 350 students enrolled per year, to conduct an annual waste audit and prepare and implement a waste reduction work plan (Refer to Appendix A for a partial excerpt of O.Reg.102/94);
- Confirm compliance with Section 14 of O.Reg.103/94 'Industrial, Commercial and Institutional Source Separation Programs' and Part X 'Educational Institutions' of the Schedule attached to the Regulation (Refer to Appendix A for a partial excerpt of O.Reg.103/94).
- Determine the annual waste diversion rate for Fleming College resulting from existing waste reduction, reuse, and recycling programs;
- Identify point of generation and quantify composition of wastes at Fleming College;
- Identify any additional opportunities for waste reduction and diversion that may exist at Fleming College;
- Address any specific concerns or opportunities identified during the study.

1.2 Scope of Work

To satisfy the purpose of the waste audit, the following scope of work was completed:

- Collected data pertaining to waste composition at the campuses as follows:

- Frost Campus: March 27, 2019; and
 - Sutherland Campus: March 28, 2019.
- Determined the total quantity of waste materials diverted from landfill by Fleming College through current reduction, reuse, and recycling initiatives;
 - Completed a Waste Audit Report (per MECP protocol) that addressed the amount, nature and composition of the waste, the manner by which the waste was generated, including management decisions and policies that relate to the production of waste, and the way in which the waste is managed on campus; and
 - Completed a Waste Reduction Work Plan (per MECP protocol) regarding plans to reduce, reuse and recycle waste on campus. The report set out who will implement each part of the plan, when each part will be implemented and what the expected results shall be.

2 Methodology

Discussions were held with Fleming College personnel to review existing waste management and recycling programs implemented on campus. Based on previous waste audit experience and information gathered by Fleming College, a waste audit schedule was developed. The waste audit was performed over two (2) days in March 2019, as summarized in Table 1:

Table 1: Waste Audit Sample Schedule

Date	Campus	Locations
March 27, 2019	Frost	Cafeteria, Hallway, Alks Lodge, Heavy Equipment
March 28, 2019	Sutherland	Cafeteria, Library, Kitchen, Steele Centre, D Wing, B Wing, Break Time, LRC, C2, Washrooms

In coordination with the Fleming College staff, twenty-four hour samples of waste materials were collected from each of the identified locations on the waste audit schedule. Waste materials included Landfill, Fibre, Containers and Organics. Bags of waste materials were collected and labelled describing the functional area within the building that generated the material. The collected bags of labelled wastes were brought to a designated collection and waste audit area by Fleming College staff. The weights of waste materials from each building and functional area were recorded. Refer to Appendix A for a copy of the Scale Calibration Certificate.

Waste materials were then unloaded, sorted into individual waste categories, weighted, re-bagged and disposed of in the appropriate garbage or recycling bins. Waste samples were sorted by a qualified team from Waste Reduction Group. Not all materials source separated by Fleming College for diversion were collected and categorized during the audit (due to infrequent generation of some streams) however the annual quantities of all diverted materials were reviewed and included in the audit results.

Waste material categories were established prior to the audit based on O.Reg.103/94 requirements for source separation at educational institutions, including:

- Aluminum food or beverage cans (including cans made primarily of aluminum);
- Cardboard (corrugated);
- Fine paper;
- Glass bottles and jars for food or beverages;
- Newsprint; and
- Steel food or beverage cans (including cans made primarily of steel).

In addition to these standard categories other important waste streams such as other mixed containers (PET, HDPE, polypropylene, aseptic), organic wastes, paper towels, mixed plastics, Styrofoam, yard waste, electronic waste, scrap wood, scrap metal and special wastes (i.e. batteries, bulbs and ballasts) were included depending on what auditors found in the samples.

3 Waste Audit Results

3.1 Waste Material Quantities & Distribution

A key aspect of O. Reg. 102/94 is for waste generators to gain a good understanding of the areas of their operation that generate the most waste, how it is generated, as well as the waste composition. One can use this information to focus their recycling and waste reduction efforts efficiently and effectively.

Table 2 summarizes the quantity and distribution of waste materials collected for the waste audit.

Table 2: Quantity & Distribution of Waste Audit Sample

Campus	Functional Area	Waste Audit Sample					
		Landfill kg	Fibre kg	Container kg	Organic kg	Total	
						kg	%
Frost	Cafeteria	1.81	1.56	5.16	1.50	10.03	9.3%
	Hallway	4.12	0.42	4.25	1.43	10.22	9.5%
	Alks Lodge	1.59	0.32	1.35	1.06	4.32	4.0%
	Heavy Equipment	0.84	--	--	--	0.84	0.8%
Sutherland	Cafeteria	7.35	3.87	5.98	2.16	19.36	18.0%
	Library	0.84	1.02	1.41	2.79	6.06	5.6%
	Kitchen	14.71	--	--	--	14.71	13.7%
	Steele Centre	0.62	0.23	0.80	0.62	2.27	2.1%
	D Wing	4.16	1.90	4.91	4.18	15.15	14.1%
	B Wing	1.85	1.06	2.88	3.03	8.82	8.2%
	Break Time	0.36	0.48	1.23	0.71	2.78	2.6%
	LRC	1.06	1.95	1.51	1.20	5.72	5.3%
	C2	2.30	1.17	1.04	--	4.51	4.2%
	Washroom	2.73	--	--	--	2.73	2.5%
Total		44.34	13.98	30.52	18.68	107.52	100.0%
		41.2%	13.0%	28.4%	17.4%	100.0%	

Therefore, Sutherland Campus and Frost Campus generated approximately 76% and 24% of the total waste audit sample weight respectively. The Cafeteria, D Wing and the Kitchen generated the

most garbage at the Sutherland Campus. Overall, the waste audit sample consisted of 41.2% garbage, 28.4% containers, 17.4% organics and 13.0% fibres.

3.2 Garbage Composition

3.2.1 Overall Garbage Composition

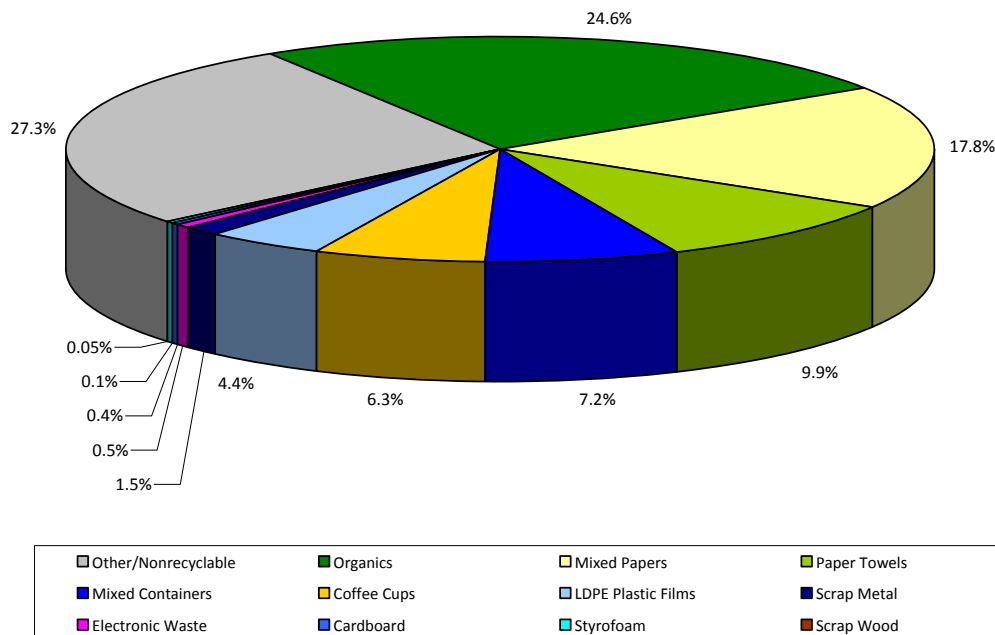
The total weight of garbage collected and sorted for the audit was approximately 44.34 kg. Table 3 summarizes the composition from Sutherland Campus, Frost Campus and the overall college.

Table 3: Garbage Stream Composition

Material	Sutherland Campus	Frost Campus	Overall College
Non-recyclable	27.5%	26.2%	27.3%
Organics	25.3%	21.3%	24.6%
Mixed Papers	18.2%	15.9%	17.8%
Paper Towels	10.7%	6.6%	9.9%
Mixed Containers	5.2%	16.0%	7.2%
Coffee Cups	5.0%	11.8%	6.3%
LDPE Plastic Films	4.9%	2.2%	4.4%
Scrap Metal	1.9%	0.0%	1.5%
Electronic Waste	0.6%	0.0%	0.5%
Cardboard	0.5%	0.0%	0.4%
Styrofoam	0.2%	0.0%	0.1%
Scrap Wood	0.1%	0.0%	0.05%
Total	100%	100%	100%

Figure 1 summarizes the College's overall combined garbage composition determined from the waste audit.

Figure 1: Overall Garbage Composition



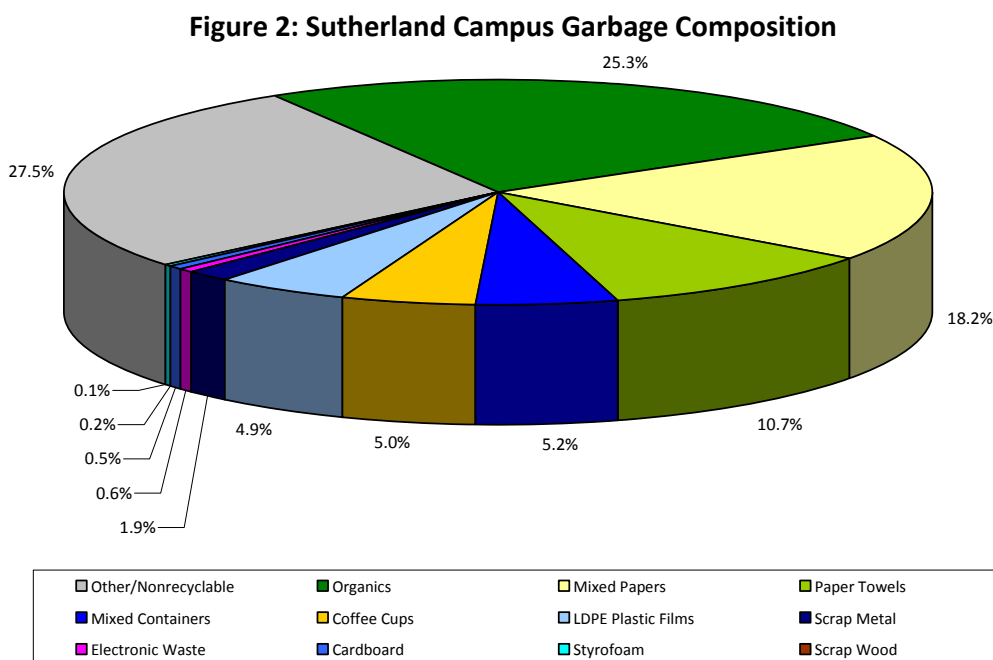
3.2.2 Sutherland Campus Garbage Composition

Table 4 summarizes garbage composition determined for each location at Sutherland Campus. Highlighted cells are those recyclable materials in quantities greater than 5%. Complete summary tables including material composition, weights and percentages, are included in Appendix B.

Table 4: Sutherland Campus – Garbage Composition per Location

Material	Cafeteria	Library	Kitchen	Steele Centre	D Wing	B Wing	Break Time	LRC	C2	Washroom	Overall Campus
Non-recyclable	25.6%	53.6%	22.9%	21.0%	33.4%	34.6%	55.6%	48.1%	53.5%	4.0%	27.5%
Organics	24.4%	0.0%	35.8%	29.0%	17.8%	19.5%	5.6%	24.5%	18.3%	2.6%	25.3%
Mixed Papers	21.4%	21.4%	19.9%	41.9%	24.5%	15.7%	16.7%	11.3%	5.7%	0.0%	18.2%
Paper Towels	6.7%	0.0%	3.9%	0.0%	4.3%	0.0%	0.0%	7.5%	2.2%	90.5%	10.7%
Mixed Containers	8.2%	10.7%	2.2%	0.0%	11.1%	11.4%	5.6%	3.8%	4.8%	0.7%	5.2%
Coffee Cups	8.4%	14.3%	1.3%	8.1%	7.9%	16.2%	0.0%	4.7%	3.9%	2.2%	5.0%
LDPE Plastic Films	0.4%	0.0%	11.3%	0.0%	0.0%	0.0%	16.7%	0.0%	0.0%	0.0%	4.9%
Scrap Metal	1.4%	0.0%	2.4%	0.0%	0.0%	0.0%	0.0%	0.0%	9.1%	0.0%	1.9%
Electronic Waste	2.7%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.6%
Cardboard	1.0%	0.0%	0.0%	0.0%	1.0%	2.7%	0.0%	0.0%	0.9%	0.0%	0.5%
Styrofoam	0.0%	0.0%	0.1%	0.0%	0.0%	0.0%	0.0%	0.0%	1.7%	0.0%	0.2%
Scrap Wood	0.0%	0.0%	0.1%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.1%
Total	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%

Figure 2 represents the overall garbage composition determined from Sutherland Campus based on the waste audit results.



Organic food wastes represented 25.3% of the overall garbage stream from Sutherland Campus, or approximately 52 MT annually. Organics were found in high quantities in all areas of the campus that were audited except Library and Washrooms. An organics program is not implemented on campus. It is recommended that Fleming College investigate the feasibility of implementing an organics program in order to divert this material from landfill. Organic materials are currently not a mandatory recyclable per O.Reg.103/94 for educational institutions.

Mixed papers represented 18.2% of the overall garbage stream from Sutherland Campus, or approximately 38 MT annually. Mixed papers were found in high quantities in the garbage stream from all areas of campus except washrooms. Fleming College has implemented a recycling program for mixed papers. Results suggest that improved collection systems and/or labels, program promotion and/or improved student/employee/cleaner education may be required to capture more of these materials. Fine papers and newsprint are mandatory recyclables per O.Reg.103/94 for educational institutions.

High quantities of paper towels were found in the garbage stream from washrooms, LRC and the Cafeteria at Sutherland Campus, representing 10.7% of the overall garbage stream, or approximately 22 MT annually. It is recommended that Fleming College investigate the feasibility of implementing a paper towel recycling program to divert this material from landfill. Often paper towels can be combined with organics and/or cardboard programs depending on service provider requirements. Alternatively, Fleming College may wish to investigate the feasibility of installing air dryers or re-useable linen rolls to replace paper towels. Paper towels are currently not a mandatory recyclable per O.Reg.103/94 for educational institutions.

Mixed containers were found in high quantities in the garbage stream from B Wing, D Wing, Library and the Cafeteria representing 5.2% of the overall garbage stream, or approximately 11 MT annually. Fleming College has implemented a recycling program for mixed containers. Results suggest that improved collection systems and/or labels, program promotion and/or improved student/employee/cleaner education may be required to capture more of these materials. Glass, aluminum and steel food and beverage containers are mandatory recyclables per O.Reg.103/94 for educational institutions.

3.2.3 Frost Campus Garbage Composition

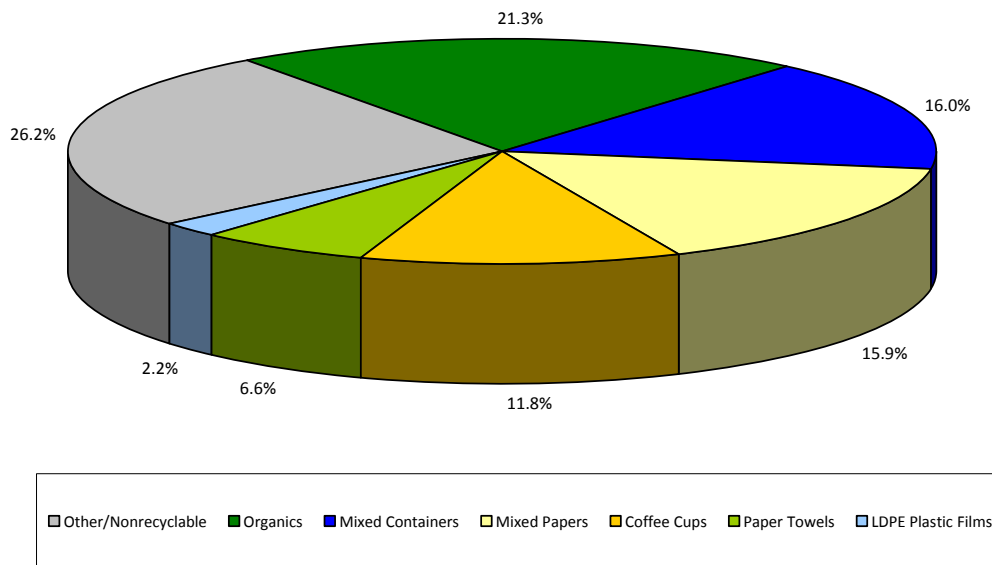
Table 5 summarizes garbage composition determined for each location at Frost Campus. Highlighted cells are those recyclable materials in quantities greater than 5%. Complete summary tables including material composition, weights and percentages, are included in Appendix B.

Table 5: Frost Campus – Garbage Composition per Location

Material	Cafeteria	Hallway	Alks Lodge	Heavy Equipment	Overall Campus
Non-recyclable	21.5%	27.7%	25.2%	31.0%	26.2%
Organics	13.8%	21.6%	20.1%	38.1%	21.3%
Mixed Containers	22.1%	19.9%	5.0%	4.8%	16.0%
Mixed Papers	18.2%	13.6%	20.8%	13.1%	15.9%
Coffee Cups	9.4%	12.1%	17.0%	6.0%	11.8%
Paper Towels	7.7%	4.4%	10.7%	7.1%	6.6%
LDPE Plastic Films	7.2%	0.7%	1.3%	0.0%	2.2%
Total	100%	100%	100%	100%	100%

Figure 3 represents the overall garbage composition determined from Frost Campus based on the waste audit results.

Figure 3: Frost Campus Garbage Composition



Organic food wastes represented 21.3% of the overall garbage stream from Frost Campus, or approximately 15 MT annually. Organics were found in high quantities in all areas of the campus that were audited. An organics program is not implemented on campus. It is recommended that Fleming College investigate the feasibility of implementing an organics program in order to divert this material from landfill. Organic materials are currently not a mandatory recyclable per O.Reg.103/94 for educational institutions.

Mixed containers were found in high quantities in the garbage stream from all areas that were audited except Heavy Equipment, representing 16.0% of the overall garbage stream, or approximately 11 MT annually. Fleming College has implemented a recycling program for mixed containers. Results suggest that improved collection systems and/or labels, program promotion and/or improved student/employee/cleaner education may be required to capture more of these materials. Glass, aluminum and steel food and beverage containers are mandatory recyclables per O.Reg.103/94 for educational institutions.

Mixed papers represented 15.9% of the overall garbage stream, or approximately 11 MT annually. Mixed papers were found in high quantities in the garbage stream from all areas of campus. Fleming College has implemented a recycling program for mixed papers. Results suggest that improved collection systems and/or labels, program promotion and/or improved student/employee/cleaner education may be required to capture more of these materials. Fine papers and newsprint are mandatory recyclables per O.Reg.103/94 for educational institutions.

Paper towels in the garbage stream represented 6.6% of the overall garbage stream, or approximately 5 MT annually. It is recommended that Fleming College investigate the feasibility of implementing a paper towel recycling program to divert this material from landfill. Often paper towels can be combined with organics and/or cardboard programs depending on service provider requirements. Alternatively, Fleming College may wish to investigate the feasibility of installing air

dryers or re-useable linen rolls to replace paper towels. Paper towels are currently not a mandatory recyclable per O.Reg.103/94 for educational institutions.

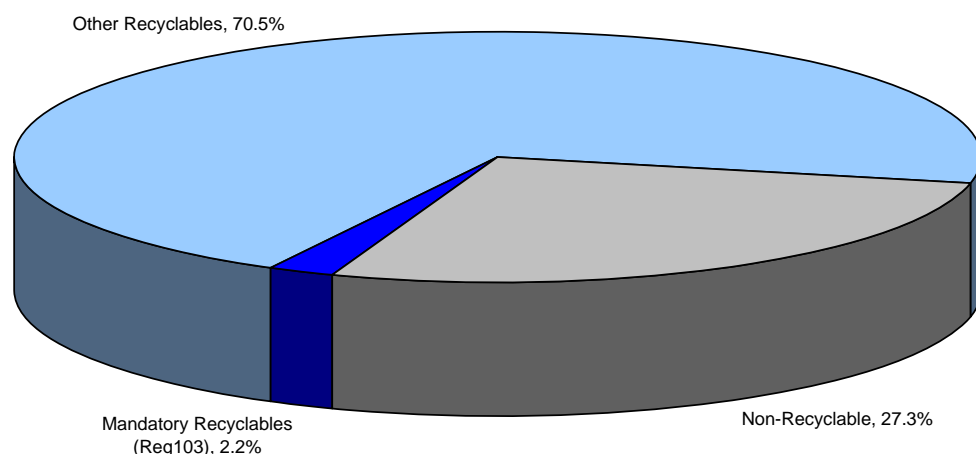
3.3 Percentage of Recyclables in Garbage

O.Reg. 103/94 requires that 'educational institutions' source separate the following materials (at a minimum):

- Aluminum food or beverage cans (including cans made primarily of aluminum);
- Cardboard (corrugated);
- Fine paper;
- Glass bottles and jars for food or beverages;
- Newsprint; and
- Steel food or beverage cans (including cans made primarily of steel).

Figure 4 summarizes the quantity of these 'mandatory' recyclable materials found in the overall combined College waste audit garbage samples compared to 'other recyclable' materials (i.e. organics, paper towels, etc) and 'non-recyclable' materials.

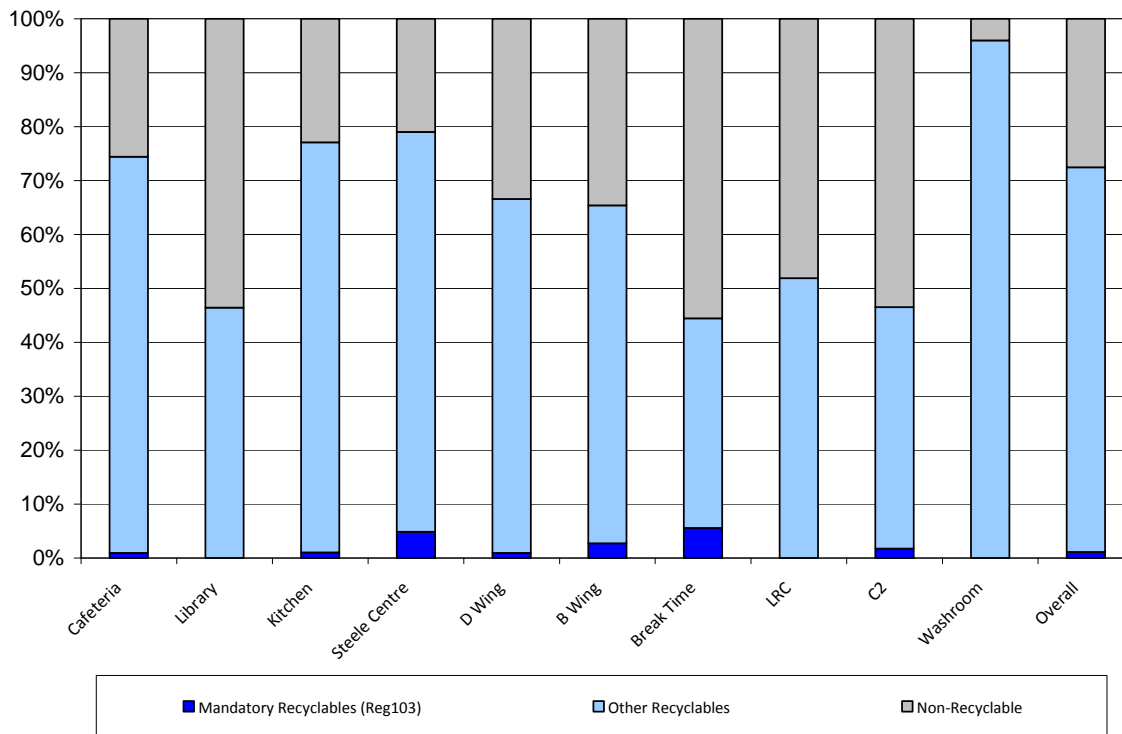
Figure 4: Percent Recyclables in Combined Garbage Stream



The data suggests that Fleming College has a low 'mandatory' recyclable content (i.e. 2.2%) in the combined garbage of the college. The main 'mandatory' recyclable materials were glass bottles and fine papers. 'Other Recyclables' represented 70.5% of the sample and consisted mainly of organics, other non-mandatory recyclable paper fibres and paper towels. Non-recyclables represented approximately 27.3% of the sample.

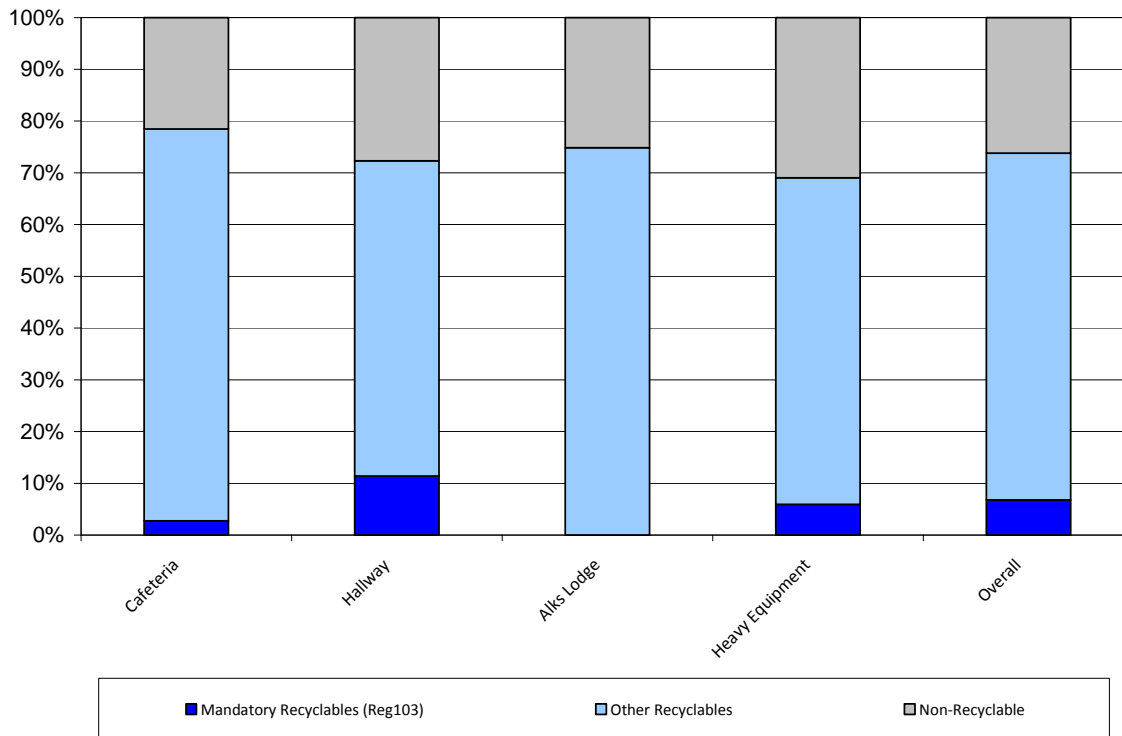
Figures 5 and 6 summarize the quantity of 'mandatory' recyclable materials found in the Sutherland Campus and Frost Campus garbage samples compared to 'other recyclable' materials (i.e. organics, paper towels, etc) and 'non-recyclable' materials.

Figure 5: Sutherland Campus - Percent Recyclables in Garbage Stream



Sutherland Campus had a low ‘mandatory’ recyclable content (i.e. 1.1%) in the combined garbage of the campus. The main ‘mandatory’ recyclable materials were fine paper and cardboard. ‘Other Recyclables’ represented 71.3% of the sample and consisted mainly of organics, paper towels and other recyclable paper fibres. Non-recyclables represented approximately 27.5% of the sample.

Figure 6: Frost Campus - Percent Recyclables in Garbage Stream



Frost Campus had a ‘mandatory’ recyclable content of 6.8% in the combined garbage of the campus. The main ‘mandatory’ recyclable material was glass beverage containers. ‘Other Recyclables’ represented 67.0% of the sample and consisted mainly of organics, paper towels and other recyclable paper fibres. Non-recyclables represented approximately 26.2% of the sample.

3.4 Fibre Stream

Overall, 13.98 kg of materials were collected as ‘Fibre Stream’. Approximately 84% was generated at Sutherland Campus and 16% at Frost Campus. At Sutherland campus, the majority of the fibre stream was generated in the cafeteria (33.1%), LRC (16.7%) and D Wing (16.3%). At Frost Campus, the majority of fibre materials were generated in the cafeteria (67.8%).

Table 6 summarizes the fibre stream composition from Sutherland Campus, Frost Campus and the overall college.

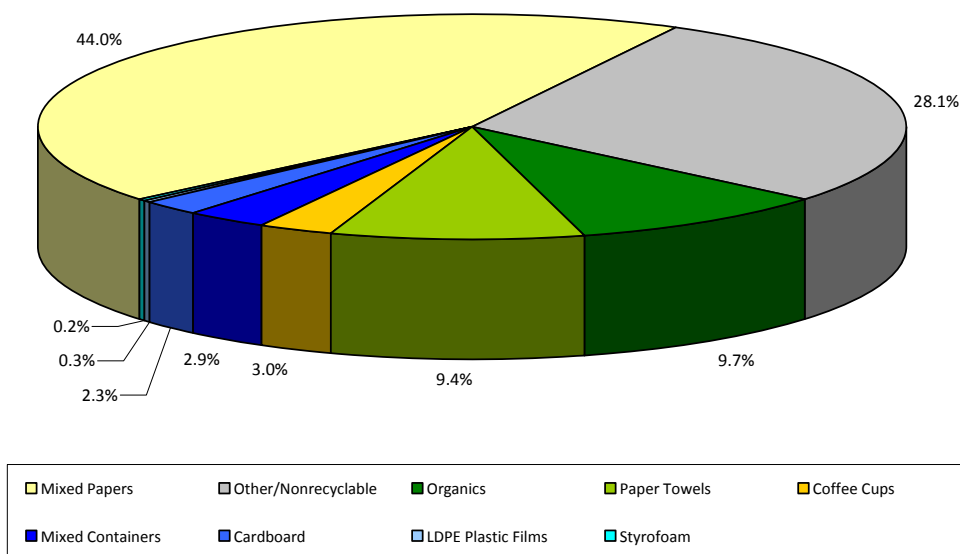
Table 6: Fibre Stream Composition

Material	Sutherland Campus	Frost Campus	Overall College
Mixed Papers	40.0%	64.3%	44.0%
Non-recyclable	29.9%	19.1%	28.1%
Organics	10.9%	3.9%	9.7%
Paper Towels	10.8%	2.6%	9.4%
Coffee Cups	2.9%	3.5%	3.0%
Mixed Containers	3.2%	1.7%	2.9%
Cardboard	1.8%	4.8%	2.3%
LDPE Plastic Films	0.3%	--	0.3%
Styrofoam	0.3%	--	0.2%
Total	100%	100%	100%
Contamination Rate	60.0%	35.7%	56.0%

The contamination rate in the paper stream was determined to be 60.0% and 35.7% for Sutherland and Frost Campuses respectively.

Figure 7 summarizes the College’s overall combined fibre stream composition determined from the waste audit.

Figure 7: Overall Fibre Stream Composition



3.5 Container Stream

Overall, 30.52 kg of materials were collected as the ‘Container Stream’. Approximately 65% was generated at Sutherland Campus and 35% at Frost Campus. At Sutherland campus, the majority of the container stream was generated in the cafeteria (30.3%), D Wing (24.8%) and B Wing (14.6%). At Frost Campus, the majority of container materials were generated in the cafeteria (47.9%) and Hallway (39.5%).

Table 7 summarizes the container stream composition from Sutherland Campus, Frost Campus and the overall college.

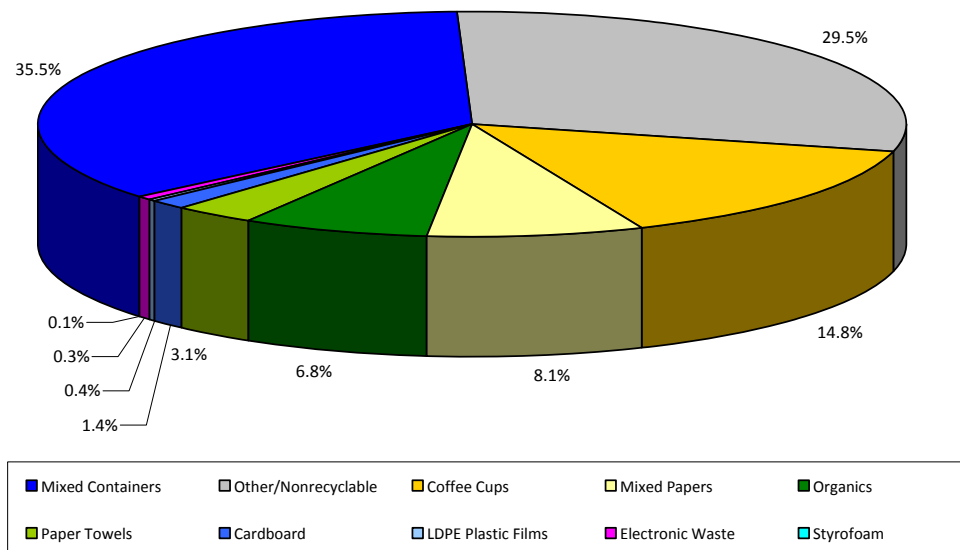
Table 7: Container Stream Composition

Material	Sutherland Campus	Frost Campus	Overall College
Mixed Containers	23.5%	57.4%	35.5%
Non-recyclable	36.8%	16.1%	29.5%
Coffee Cups	20.3%	4.7%	14.8%
Mixed Papers	6.1%	11.7%	8.1%
Organics	6.3%	7.7%	6.8%
Paper Towels	4.0%	1.4%	3.1%
Cardboard	2.1%	--	1.4%
LDPE Plastic Films	0.7%	--	0.4%
Electronic Wastes	--	0.9%	0.3%
Styrofoam	0.2%	--	0.1%
Total	100%	100%	100%
Contamination Rate	76.5%	42.6%	64.5%

The contamination rate in the mixed container stream was determined to be 76.5% and 42.6% for Sutherland and Frost Campuses respectively.

Figure 8 summarizes the College's overall combined container stream composition determined from the waste audit.

Figure 8: Overall Container Stream Composition



3.6 Organics Stream

Overall, 18.68 kg of materials were collected as the 'Organics Stream'. Approximately 79% was generated at Sutherland Campus and 21% at Frost Campus. At Sutherland campus, the majority of

the organic stream was generated in D Wing (28.5%), B Wing (20.6%), Library (19.0%) and the Cafeteria (14.7%). At Frost Campus, the majority of organic materials were generated in the cafeteria (37.6%) and Hallway (35.8%).

Table 8 summarizes the organic stream composition from Sutherland Campus, Frost Campus and the overall college.

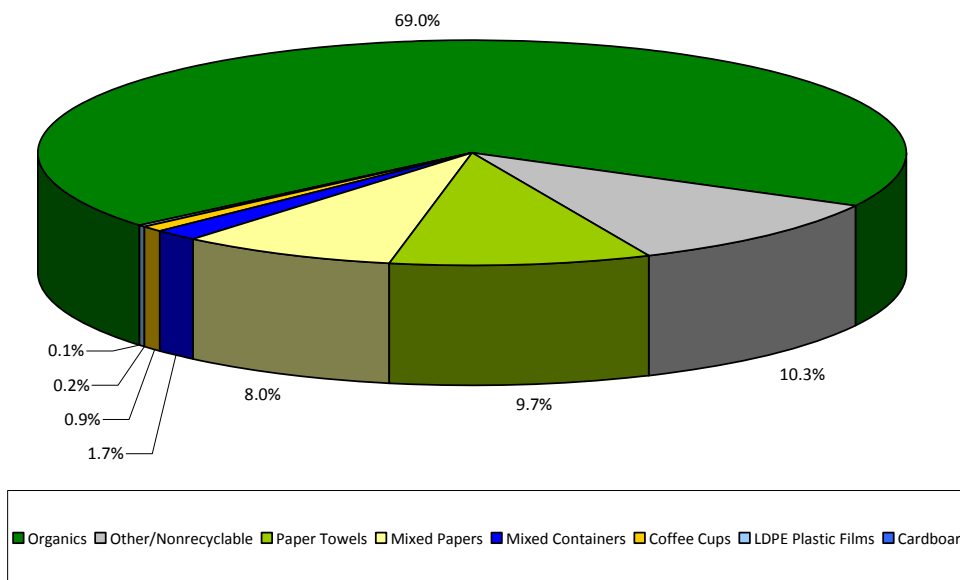
Table 8: Organic Stream Composition

Material	Sutherland Campus	Frost Campus	Overall College
Organics	67.5%	74.4%	69.0%
Non-recyclable	10.8%	8.8%	10.3%
Paper Towels	9.2%	11.8%	9.7%
Mixed Papers	9.1%	4.3%	8.0%
Mixed Containers	2.2%	--	1.7%
Coffee Cups	0.9%	0.8%	0.9%
LDPE Plastic Films	0.3%	--	0.2%
Cardboard	0.1%	--	0.1%
Total	100%	100%	100%
Contamination Rate	32.5%	25.6%	31.0%

The contamination rate in the organics stream was determined to be 32.5% and 25.6% for Sutherland and Frost Campuses respectively.

Figure 9 summarizes the College's overall combined organic stream composition determined from the waste audit.

Figure 9: Overall Organics Stream Composition



4 Diversion Programs & Waste Systems

4.1 Waste Diversion Programs

Waste diversion programs have been implemented at Fleming College to reduce/reuse/recycle/compost a wide range of materials as described below.

Cardboard: Cardboard recycling is provided across campus. Cardboard boxes are flattened and placed in dedicated bins. Cardboard bins are serviced by private contractor as required.

Mixed Recycling: Mixed containers and mixed papers are collected in a single stream called Mixed Recycling. Mixed containers include assorted plastics food and beverage containers (PET, HDPE, LDPE, PP, and PS), aluminum and metal cans, glass food and beverage containers, gable top containers and aseptic containers (i.e. tetra paks, etc). Mixed papers include a range of items such items as (but not limited to) newspapers, fine papers, envelopes, magazines, brochures, boxboard, packing paper, shipping/receiving supplies, paper bags and other clean food paper products. Mixed Recycling is collected throughout campus in dedicated recycle depots, primarily concentrated in high waste generating areas. Collected materials are disposed into dedicated bins/totes by staff and/or students. Bins are serviced by private contractor as required.

Scrap Woods/Pallets: Recyclable woods are collected by Fleming College staff. Scrap wood recycling service is provided by private contractor as required.

Confidential Papers: Confidential papers are collected mainly in office/administrative areas in secure consoles or totes. All shredded materials were recycled.

Printer Toner Cartridges: Printer toners are collected across campus and returned to suppliers or recycled as required.

Electronics Wastes: Electronic wastes are collected across campus and stored in dedicated locations. Service is provided as required by private contractor.

Batteries: Batteries are collected in small dedicated containers across campus. Collected batteries are stored in dedicated totes. Service is provided as required by private contractor.

Scrap Metals: Recyclable metals are collected by Fleming College staff. Service is provided as required by private contractor.

Oil & Grease: Oil & grease is collected from food service areas across campus, and stored in dedicated containers. Service is provided as required by private contractor.

Table 9 summarizes the estimated annual amount of waste materials diverted from landfills due to waste diversion programs implemented at Fleming College (based on latest available annual data).

Table 9: Waste Diversion Summary

Waste Material	Diversion Program	Sutherland Campus	Frost Campus	Total Diversion	
		Tonnes	Tonnes	Tonnes	Percent of Total Diversion
Cardboard	Recycled	151.79	39.67	191.46	77.0%
Mixed Recycling	Recycled	0.18	11.70	11.88	4.8%
Mixed Containers	Recycled	21.19		21.19	8.5%
Scrap Wood	Recycled	3.44	20.74	24.18	9.7%
Confidential Papers	Recycled	unknown	unknown	unknown	unknown
Printer Toners	Reused/Recycled	unknown	unknown	unknown	unknown
Electronic Wastes	Reused	unknown	unknown	unknown	unknown
Batteries	Recycled	unknown	unknown	unknown	unknown
Scrap Metals	Recycled	unknown	unknown	unknown	unknown
Oil & Grease	Recycled	unknown	unknown	unknown	unknown
Total Diverted		176.60	72.11	248.71	100.0%

Therefore, the total amount of waste material diverted from landfill was approximately 248.71 metric tonnes. Annual data for some existing waste diversion programs was not available for the waste audit. It is recommended that records be kept on all waste diversion streams for inclusion in the College's waste audit report. Waste diversion programs implemented on campus exceed the minimum requirements of O.Reg.103/94 for educational institutions.

4.2 Waste Disposal Systems

Regular solid non-hazardous waste is collected across campus by Fleming College staff and placed in dedicated bins located in designated waste handling areas. The total quantity of solid non-hazardous waste disposed to landfill was estimated to be approximately 276.46 metric tonnes, consisting of 206.40 (74.7%) from Sutherland Campus and 70.06 MT (25.3%) from Frost Campus.

5 Performance Metrics

5.1 Waste Diversion Rate

Waste Diversion Rate is the percentage of waste materials that a facility diverts from landfill due to reduce, reuse and recycling (i.e. 3Rs) initiatives versus the total amount of waste generated (i.e. 3Rs plus disposed). According to MECP, Waste Diversion Rate is calculated as follows:

$$\text{Waste Diversion Rate} = \frac{\text{Total Waste Diverted (3Rs)}}{\text{Total Waste Generated}} * 100\%$$

Based on the total annual amount of waste generated and materials reduced, reused and recycled at Fleming College, the overall waste diversion rate was determined to be approximately 47.4%.

Table 10 summarizes the quantities of wastes diverted and disposed. Fleming College's waste diversion rate is less than the MECP provincial objective of 60%. Waste diversion rates for the Sutherland and Frost campuses were determined to be 46.1% and 50.7% respectively.

Table 10: Waste Diversion Rate Summary

Material Stream	Sutherland Campus		Frost Campus		Overall College	
	Annual Total		Annual Total		Annual Total	
	Tonnes	Percent	Tonnes	Percent	Tonnes	Percent
Disposed to Landfill	206.40	53.9%	70.06	49.3%	276.46	52.6%
3Rs Materials	176.60	46.1%	72.11	50.7%	248.71	47.4%
Total Waste Generated	383.00	100%	142.17	100%	525.17	100%
WASTE DIVERSION RATE		46.1%		50.7%		47.4%

If 60% of all recyclable materials in the College’s garbage stream were successfully captured and recycled, the College’s waste diversion rate would be approximately 68%.

5.2 Capture Rate

Capture rate is the proportion of divertible waste materials which are successfully diverted from disposal compared to the total amount of the divertible waste materials generated. According to the Recycling Council of Ontario, Capture Rate is calculated as follows:

$$\text{Capture Rate} = \frac{\text{Total Divertible Material Captured (3Rs)}}{\text{Total Divertible Material Generated}} * 100\%$$

Thus, capture rate assists in determining the effectiveness of recycling programs. Table 11 summarizes the capture rate for the main divertible materials at the College.

Table 11: Capture Rate Summary

Divertible Material	Sutherland Campus			Frost Campus			Overall College		
	Generated	Diverted	Capture Rate	Generated	Diverted	Capture Rate	Generated	Diverted	Capture Rate
	MT	MT	%	MT	MT	%	MT	MT	%
Cardboard	152.82	151.79	99.3%	39.67	39.67	100%	192.50	191.46	99.5%
Mixed Recycling/Containers	69.67	21.37	30.7%	34.08	11.70	34.3%	103.75	33.07	31.9%
Scrap Wood	3.55	3.44	96.8%	20.74	20.74	100%	24.29	24.18	99.5%
Total	226.05	176.60	78.1%	94.49	72.11	76.3%	320.54	248.71	77.6%

Overall, capture rates of most materials were quite high ranging from approximately 97% to 100%. Mixed recycling had the lowest values, ranging between 30.7% for Sutherland campus and 34.3% for Frost Campus, with an overall campus value of 31.9%. The capture rate of all recyclables for the overall College was determined to be 77.6%.

5.3 Year over Year Change in Waste Generation

Waste diversion rate and capture rate do not always demonstrate how effective a site’s 3R programs are operating. This is due to the continual change of many important factors involved in waste and recyclable material generation on campus, such as number of students enrolled, floor area of buildings, etc. As student numbers change or more buildings are added to the campus, quantities of waste and recyclables change making it difficult to have a direct comparison of data

between years. It is recommended that Fleming College start tracking ‘Year over Year’ changes in the amount of wastes disposed and/or materials recycled per standard unit. This allows direct comparison of data from year to year, thus assisting the college in gaining an understanding of the effectiveness of their waste diversion programs. For Fleming College, the most applicable standard unit is Full-time equivalent students, or FTE.

5.3.1 Year-over-Year Change in Diverted Quantities

The ‘Year-over-Year Change in Diverted Quantities’ is the indicator of the amount of materials diverted from disposal through reduce, reuse and/or recycle activities per FTE compared to previous data. Table 12 summarizes the results for the 2018 year. A positive year-over-year change indicates waste diversion programs are improving over time.

Table 12: Yr-over-Yr Change in Waste Diversion Quantities

Period	Total Materials Diverted (MT)	FTE	Annual Diverted Quantity (kg/FTE)	Yr-over-Yr Change in Diverted Quantity (kg)
2018	248.71	6152	40.43	--

5.3.2 Year-over-Year Change in Garbage Disposed

The ‘Year over Year Change in Garbage Disposed’ is the indicator of the amount of reduction in waste materials disposed to landfill due to waste diversion activities on campus. Table 13 summarizes the results for the 2018 year. A reduction in the year over year value will indicate the College is continually reducing wastes disposed to landfill.

Table 13: Yr-over-Yr Change in Garbage Disposed

Period	Total Materials Disposed to Landfill (MT)	FTE	Annual Disposed Quantity (kg/FTE)	Yr-over-Yr Change in Disposed Quantity (kg)
2018	276.46	6152	44.94	--

6 Waste Audit Summary & Waste Reduction Work Plan

Refer to Appendix C and Appendix D for the Waste Audit Summary and the Waste Reduction Work Plan for Sutherland Campus. Refer to Appendix E and Appendix F for the Waste Audit Summary and the Waste Reduction Work Plan for Frost Campus. The last page of each set of forms in the appendices need to be signed by an authorized person at the College.

According to O.Reg. 102/94, the Waste Reduction Work Plans (Appendix D & F) or a summary of the plans must be posted at the College in a place where staff/students can review it. If a summary is posted, the entire Work Plan should also be made available for review by any staff/student upon request.

7 Conclusions & Recommendations

Based on the results of the solid non-hazardous waste audit conducted for Fleming College, the following conclusions can be made. Recommendations presented below are intended to assist Fleming College in maximizing their waste diversion potential.

- In 2018, it was estimated that Fleming College disposed an overall total of approximately 276.46 tonnes of solid waste in landfills. Approximately 248.71 tonnes of waste materials were diverted through existing waste diversion programs. This represents a waste diversion rate of approximately 47.4%. The provincial objective is 60% waste diversion.
- Waste diversion rates for the Sutherland and Frost campuses were determined to be 46.1% and 50.7% respectively.
- Fleming College maintains waste diversion programs for cardboard, mixed recycling, mixed containers, scrap woods, confidential papers, printer toners, electronics, batteries, scrap metals and oil & grease. These programs exceed the requirements of O.Reg.103/94 for educational institutions.
- Sutherland Campus and Frost Campus generated approximately 76% and 24% of the total waste audit sample weight respectively. The Cafeteria, D Wing and the Kitchen generated the most garbage at the Sutherland Campus. Overall, the waste audit sample consisted of 41.2% garbage, 28.4% containers, 17.4% organics and 13.0% fibres.
- Overall, Fleming College had a low 'mandatory' recyclable content (i.e. 2.2%) in the combined garbage of the college. The main 'mandatory' recyclable materials were glass bottles and fine papers. 'Other Recyclables' represented 70.5% of the sample and consisted mainly of organics, other non-mandatory recyclable paper fibres and paper towels. Non-recyclables represented approximately 27.3% of the sample.
- Sutherland Campus had a low 'mandatory' recyclable content (i.e. 1.1%) in the combined garbage of the campus. The main 'mandatory' recyclable materials were fine paper and cardboard. 'Other Recyclables' represented 71.3% of the sample and consisted mainly of organics, paper towels and other recyclable paper fibres. Non-recyclables represented approximately 27.5% of the sample.
- Frost Campus had a 'mandatory' recyclable content of 6.8% in the combined garbage of the campus. The main 'mandatory' recyclable material was glass beverage containers. 'Other Recyclables' represented 67.0% of the sample and consisted mainly of organics, paper towels and other recyclable paper fibres. Non-recyclables represented approximately 26.2% of the sample.
- Capture rates of most materials were quite high ranging from approximately 97% to 100%. Mixed recycling had the lowest values, ranging between 30.7% for Sutherland Campus and 34.3% for Frost Campus, with an overall campus value of 31.9%. The capture rate of all recyclables for the overall College was determined to be 77.6%.
- Based on the overall waste audit results, it was estimated that approximately 24.6% (or 67.9 tonnes) of solid waste disposed to landfill consisted of organic materials (i.e. food wastes). An organics compost program is not implemented on-site. Fleming College may wish to investigate

the feasibility of implementing an organics program to reduce the amount of organics disposed to landfill. Organics are not a mandatory recyclable material per O.Reg.103/94.

- Based on the overall waste audit results, it was estimated that combined, approximately 25% (or 69 tonnes) of solid waste disposed to landfill consisted of mixed recycling. A mixed recycling program exists at Fleming College. The data suggests that better collection system, improved signage, program promotion and/or student/staff education programs may be required to improve the capture rate of this material. Fine papers and newsprint, as well as glass, aluminum and steel food and beverage containers are mandatory recyclables per O.Reg.103/94.
- Based on the overall waste audit results, it was estimated that approximately 9.9% (or 27 tonnes) of solid waste disposed to landfill consisted of paper towels. Fleming College may wish to investigate the feasibility of implementing a paper towel recycling program at both campuses. Often it can be combined with an existing cardboard and/or organics program depending on hauler requirements. Alternatively, Fleming College may wish to investigate the feasibility of replacing paper towels with automatic air dryers and/or reusable linen rolls. Paper towels are not a mandatory recyclable per O.Reg.103/94.
- It is recommended that Fleming College start tracking ‘Year over Year’ changes in the amount of wastes disposed and/or materials recycled per standard unit. This allows direct comparison of data from year to year, thus assisting the college in gaining an understanding of the effectiveness of their waste diversion programs.
- It is recommended that records be kept on waste diversion streams for confidential papers, printer toners, electronics, batteries, scrap metals and oil & grease for inclusion in the College’s waste audit report.
- It is recommended that Fleming College conduct studies to add and improve reduction and reuse weights to improve the college’s diversion rate. For example, waste reduction credits can be calculated for such programs as a double-sided printing policy, refillable water bottle stations and clothing donation programs. Tracking of LCBO/Beer Store returns should also be kept on file.
- Continue to make use of multi-compartment containers (i.e. recycling depots) for waste collection and recycling as much as possible. Remove all “solitary” waste bins on campus. We recommend only having waste bins that are attached to or close to multi-compartment recycling containers.
- It is recommended that signs be continually updated on all garbage and recycling bins to assist students/staff in sorting wastes easily and correctly. Signs should be easily visible and instructive, such as those having pictograms. Signs are a very effective method of increasing participation, reducing contamination and increasing capture rate.
- Ensure Fleming College’s Environmental Policy is clearly visible in all common areas throughout campus. Emphasize Fleming College’s commitment to environmental stewardship in its newsletters, brochures, annual reports and contracts. Regular newsletters promoting the school’s waste reduction programs, goals and concerns will increase student/staff cooperation.

- Continue to increase awareness of current recycling programs through staff and student education programs. Such programs can include brief training programs as well as placement of posters in strategic locations around campus, and posting information regarding campus goals and recycling, reuse, and reduction rates at the school. A suggestion box may be helpful in communicating student/staff concerns and suggestions when developing or changing existing diversion programs.
- It is important that all staff and students at Fleming College be made aware of all available recycling programs. Fleming College staff should provide easy access to contact information for questions and/or help regarding the various recycling programs. The recycling programs should have as much consistency as possible across campus.
- Throughout the year, waste should be collected in clear plastic garbage bags instead of black garbage bags. This practice allows cleaning staff to monitor waste collection, as well as to ensure that separated waste streams are disposed of in the correct containers/areas. Some of our clients find it beneficial to use clear bags that have a slight blue tint for use in recycling containers.
- Support and encourage the purchase and use of “environmentally friendly”, reusable or recyclable materials and packaging, and/or those that contain recycled content.
- In order to be successful, the waste diversion program must have the full support of Fleming College’s management team.
- According to O.Reg. 102/94, the Waste Reduction Work Plans (Appendix D & F) or a summary of the plan must be posted at the facility in a place where it can be viewed. If a summary of the work plan is posted, the full Work Plan must be made available for review upon request by any of the college’s staff or students.
- The waste audit report and waste reduction work plan must be retained on file for a minimum of five years.
- A waste audit report and waste reduction work plan must be conducted and updated annually.

Appendix A

Supporting Documentation



College FTEs

The following are the FTEs (full-time equivalents) currently in use for 2019/20. They are sourced from the [Ministry of Training, Colleges, and Universities](#), and based on audited enrollment numbers from 2017/18. Separately-funded collaborative nursing students are not included in the FTEs.

College	FTE
Algonquin	19,229
Boréal	1,373
Cambrian	3,419
Canadore	2,651
Centennial	11,026
Conestoga	10,635
Confederation	2,794
Durham	11,367
Fanshawe	13,982
Fleming	6,152
George Brown	21,007
Georgian	9,544
Humber	21,898
La Cité	4,126
Lambton	2,507
Loyalist	2,975
Mohawk	12,276
Niagara	7,731
Northern	958
Sault	1,913
Seneca	19,961
Sheridan	15,998

**Environmental Protection Act
Loi sur la protection de l'environnement**

Partial copy of
O.Reg.102/94

ONTARIO REGULATION 102/94

WASTE AUDITS AND WASTE REDUCTION WORK PLANS

Consolidation Period: From March 3, 1994 to the [e-Laws currency date](#).

No amendments.

This Regulation is made in English only.

**PART I
GENERAL**

1. In this Regulation,

“waste” means municipal waste as defined in Regulation 347 of the Revised Regulations of Ontario, 1990;

“waste audit” means a study relating to waste;

“waste reduction work plan” means a plan to reduce, reuse and recycle waste. O. Reg. 102/94, s. 1.

2. A waste audit required under this Regulation shall address,

(a) the amount, nature and composition of the waste;

(b) the manner by which the waste gets produced, including management decisions and policies that relate to the production of waste; and

(c) the way in which the waste is managed. O. Reg. 102/94, s. 2.

3. (1) A waste reduction work plan required under this Regulation shall include, to the extent that is reasonable, plans to reduce, reuse and recycle waste and shall set out who will implement each part of the plan, when each part will be implemented and what the expected results are.

(2) In developing the work plan, regard shall be had to the following principles:

1. Reduction is the first objective.

2. If reduction is not possible, then reuse is the next objective.

3. If reduction and reuse are not possible, then recycling is the final objective. O. Reg. 102/94, s. 3.

4. A person who is required under this Regulation to prepare a report of a waste audit or a waste reduction work plan shall prepare it on a form provided by the Ministry or in the same format as such a form. O. Reg. 102/94, s. 4.

5. (1) A person who is required under this Regulation to prepare a report of a waste audit or a waste reduction work plan shall retain a copy of the report or plan for at least five years after it was prepared.

(2) A person who is required under this Regulation to prepare a report of a waste audit or a waste reduction work plan shall submit to the Director, on request, the required report or plan, within seven days of the Director requesting them. O. Reg. 102/94, s. 5.

6. (1) A person who becomes subject to an obligation under this Regulation to prepare a report of a waste audit or a waste reduction work plan shall do so within six months of becoming subject to the obligation.

(2) This section does not apply with respect to updated reports or plans.

(3) This section does not apply with respect to obligations of a builder under Part IV or a demolisher under Part V. O. Reg. 102/94, s. 6.

7. (1) A new owner or operator to whom this Regulation applies is not required to conduct a new waste audit or prepare a new waste reduction work plan if an audit or work plan was conducted or prepared by a previous owner or operator and the new owner or operator updates the audit and work plan as required under this Regulation.

(2) This section does not apply with respect to a builder under Part IV or a demolisher under Part V. O. Reg. 102/94, s. 7.

8. (1) A person who has an obligation to conduct a waste audit and prepare a report under Part II, III, VI, VII, VIII, IX, X or XI in respect of more than one retail shopping establishment, retail shopping complex, building, restaurant, hotel or motel, hospital, location or campus of an educational institution, or site of a manufacturing establishment, may conduct a single

50. The waste reduction work plan shall include measures for communicating the plan to the operator's employees who work at the hospital and, as a minimum, those measures shall require,

- (a) that the plan or a summary be posted in places where most employees will see it; and
- (b) if a summary is posted, that any employee who requests to look at the plan be allowed to do so. O. Reg. 102/94, s. 50.

PART X
EDUCATIONAL INSTITUTIONS

51. (1) This Part applies to the operator of an educational institution in respect of a location or campus of the institution if, at the location or campus, at any time during the calendar year, more than 350 persons are enrolled.

(2) This Part continues to apply in respect of a location or campus for the two calendar years following the last year in which more than 350 persons were enrolled at the location or campus. O. Reg. 102/94, s. 51.

52. (1) The operator shall conduct a waste audit covering the waste generated by the operation of the institution at the location or campus. The audit shall also address the extent to which materials or products used consist of recycled or reused materials or products.

(2) After conducting the waste audit, the operator shall prepare a written report of the audit.

(3) In every year following the initial waste audit, the operator shall update the audit and prepare an updated written report. O. Reg. 102/94, s. 52.

53. (1) The operator shall prepare a written waste reduction work plan, based on the waste audit, to reduce, reuse and recycle waste generated by the operation of the institution at the location or campus.

(2) In every year following the preparation of the initial waste reduction work plan, the operator shall prepare an updated written plan. O. Reg. 102/94, s. 53.

54. The operator shall implement the waste reduction work plan as updated. O. Reg. 102/94, s. 54.

55. The waste reduction work plan shall include measures for communicating the plan to the operator's employees who work at the location or campus and, as a minimum, those measures shall require,

- (a) that the plan or a summary be posted in places where most employees will see it; and
- (b) if a summary is posted, that any employee who requests to look at the plan be allowed to do so. O. Reg. 102/94, s. 55.

PART XI
LARGE MANUFACTURING ESTABLISHMENTS

56. (1) This Part applies to the owner or operator of a site that is a manufacturing establishment.

(2) This Part does not apply to an owner of a site in a particular calendar year if,

- (a) during the two preceding calendar years there was no calendar month in which the hours worked by the persons employed at the site exceeded 16,000 hours; and
- (b) the owner is able to demonstrate this fact, within seven days of a request from the Director, through evidence satisfactory to the Director.

(3) Copies of the records related to hours of employment maintained under section 11 of the *Employment Standards Act* shall be deemed to be sufficient evidence of hours worked at a site if the copies are certified by the owner or the owner's representative as to the accuracy of the records.

(4) In this Part,

"owner" includes the operator of a manufacturing establishment but does not include a landlord;

"site" means one property and includes nearby properties owned or leased by the same person where passage from one property to another involves crossing, but not travelling along, a public highway. O. Reg. 102/94, s. 56.

57. (1) The owner shall conduct a waste audit covering the waste generated by the operation of the establishment at the site. The audit shall also address the extent to which materials or products used or sold consist of recycled or reused materials or products.

(2) After conducting the waste audit, the owner shall prepare a written report of the audit.

(3) In every year following the initial waste audit, the owner shall update the audit and prepare an updated written report. O. Reg. 102/94, s. 57.

58. (1) The owner shall prepare a written waste reduction work plan, based on the waste audit, to reduce, reuse and recycle waste generated by the operation of the establishment.

(2) In every year following the preparation of the initial waste reduction work plan, the owner shall prepare an updated written plan. O. Reg. 102/94, s. 58.

**Environmental Protection Act
Loi sur la protection de l'environnement**

Partial copy of
O.Reg.103/94

ONTARIO REGULATION 103/94

**INDUSTRIAL, COMMERCIAL AND INSTITUTIONAL SOURCE SEPARATION
PROGRAMS**

Consolidation Period: From March 3, 1994 to the [e-Laws currency date](#).

No amendments.

This Regulation is made in English only.

SOURCE SEPARATION PROGRAMS

1. In this Regulation,

“Northern Ontario” means the territorial districts of Algoma, Cochrane, Kenora, Manitoulin, Nipissing, Parry Sound, Rainy River, Sudbury, Thunder Bay and Timiskaming and The Regional Municipality of Sudbury;

“source separation program” means a program to facilitate the source separation of waste for reuse or recycling. O. Reg. 103/94, s. 1.

2. (1) A source separation program required under this Regulation must include,

- (a) the provision of facilities for the collection, handling and storage of source separated wastes described in subsection (2) adequate for the quantities of anticipated wastes;
- (b) measures to ensure that the source separated wastes that are collected are removed;
- (c) the provision of information to users and potential users of the program,
 - (i) describing the performance of the program,
 - (ii) encouraging effective source separation of waste and full use of the program;
- (d) reasonable efforts to ensure that full use is made of the program and that the separated waste is reused or recycled.

(2) The source separated waste referred to in clause (1) (a) is waste that has been source separated from other kinds of waste and that consists solely of waste from one or more of the following categories:

- 1. The categories of waste set out in the part of the Schedule applicable to the person required to implement the source separation program.
- 2. The categories of waste set out in Schedule 1, 2 or 3 of Ontario Regulation 101/94 that the source separation program accepts.

(3) A source separation program required under this Regulation must provide for all the categories of waste set out in the part of the Schedule applicable to the person required to implement the program except for categories of waste that cannot be reasonably anticipated. O. Reg. 103/94, s. 2.

3. Source separation programs required by this Regulation are exempt from sections 27, 40 and 41 of the Act. O. Reg. 103/94, s. 3.

4. (1) A source separation program that is not required by this Regulation is exempt from sections 27, 40 and 41 of the Act if,

- (a) the program is restricted to waste generated at a single site;
- (b) the program only accepts waste that has been source separated from other kinds of waste and that consists solely of waste from one or more of the categories of waste set out in Schedule 1, 2 or 3 of Ontario Regulation 101/94;
- (c) the program includes everything set out in subsection 2 (1).

(2) For the purposes of clause (1) (c), the reference to source separated waste in clause 2 (1) (a) shall be deemed to be a reference to the waste described in clause (1) (b). O. Reg. 103/94, s. 4.

RETAIL SHOPPING ESTABLISHMENTS

5. (1) This section applies to the owner of an establishment that sells goods or services at retail to persons who come to the establishment if,

- (a) the establishment occupies premises with a floor area of at least 10,000 square metres; or
- (b) the establishment occupies premises in a complex in respect of which section 6 applies and the owner of the establishment is solely responsible for the establishment's waste management.

(2) The owner shall implement a source separation program for the wastes generated by the establishment or shall ensure that such a program is implemented.

(3) This section applies only in respect of an establishment located within a local municipality that has a population of at least 5,000.

(4) This section takes effect with respect to an establishment in Northern Ontario on July 1, 1996. O. Reg. 103/94, s. 5.

RETAIL SHOPPING COMPLEXES

6. (1) This section applies to the owner of a complex that contains premises occupied by establishments that sell goods or services at retail to persons who come to the establishments if the total floor area of such premises is at least 10,000 square metres.

(2) The owner shall implement a source separation program for the wastes generated at the complex or shall ensure that such a program is implemented.

(3) The source separation program need not provide for the waste generated in the operation of an establishment in the complex if section 5 applies to the owner of the establishment.

(4) This section applies only in respect of a complex located in a local municipality that has a population of at least 5,000.

(5) This section takes effect with respect to a complex in Northern Ontario on July 1, 1996. O. Reg. 103/94, s. 6.

- (c) a building in respect of which section 9 applies;
 - (d) a hotel or motel in respect of which section 12 applies;
 - (e) a hospital in respect of which section 13 applies;
 - (f) a location or campus of an educational institution in respect of which section 14 applies.
- (4) This section does not apply to an owner of a restaurant in a particular calendar year if,
- (a) during the two preceding calendar years there was no year in which the gross sales for all restaurants operated by the owner in Ontario equalled or exceeded \$3,000,000; and
 - (b) the owner is able to demonstrate this fact, within seven days of a request from the Director, through evidence satisfactory to the Director.
- (5) Copies of the records related to purchase and sale maintained under subsection 5 (1) of Regulation 1013 of the Revised Regulations of Ontario, 1990 shall be deemed to be sufficient evidence of the gross sales of a restaurant if the copies are certified by the owner or the owner's representative as to the accuracy of the records.
- (6) This section applies only in respect of a restaurant located within a local municipality that has a population of at least 5,000.
- (7) This section takes effect with respect to a restaurant in Northern Ontario on July 1, 1996. O. Reg. 103/94, s. 11.

HOTELS AND MOTELS

- 12.** (1) The owner of a hotel or motel that has more than seventy-five units shall implement a source separation program for the wastes generated by the operation of the hotel or motel or shall ensure that such a program is implemented.
- (2) This section applies only in respect of a hotel or motel located within a local municipality that has a population of at least 5,000.
- (3) This section takes effect with respect to a hotel or motel in Northern Ontario on July 1, 1996. O. Reg. 103/94, s. 12.

HOSPITALS

- 13.** (1) The operator of a public hospital classified as a class A, B or F hospital in Regulation 964 of the Revised Regulations of Ontario, 1990 shall implement a source separation program for the wastes generated by the operation of the hospital or shall ensure that such a program is implemented.
- (2) This section applies only in respect of a public hospital located within a local municipality that has a population of at least 5,000.
- (3) This section takes effect with respect to a public hospital in Northern Ontario on July 1, 1996. O. Reg. 103/94, s. 13.

EDUCATIONAL INSTITUTIONS

- 14.** (1) This section applies to the operator of an educational institution in respect of a location or campus of the institution if, at the location or campus, at any time during the

calendar year, more than 350 persons are enrolled.

(2) The operator shall implement a source separation program for the waste generated by the operation of the institution at the location or campus or shall ensure that such a program is implemented.

(3) This section continues to apply in respect of a location or campus for the two calendar years following the last year in which more than 350 persons were enrolled at the location or campus.

(4) This section applies only in respect of a location or campus located within a local municipality that has a population of at least 5,000.

(5) This section takes effect with respect to a location or campus in Northern Ontario on July 1, 1996. O. Reg. 103/94, s. 14.

LARGE MANUFACTURING ESTABLISHMENTS

15. (1) This section applies to the owner or operator of a site that is a manufacturing establishment.

(2) The owner shall implement a source separation program for the waste generated by the operation of the establishment at the site or shall ensure that such a program is implemented.

(3) This section does not apply to an owner of a site in a particular calendar year if,

(a) during the two preceding calendar years there was no calendar month in which the hours worked by the persons employed at the site exceeded 16,000 hours; and

(b) the owner is able to demonstrate this fact, within seven days of a request from the Director, through evidence satisfactory to the Director.

(4) Copies of the records related to hours of employment maintained under section 11 of the *Employment Standards Act* shall be deemed to be sufficient evidence of hours worked at a site if the copies are certified by the owner or the owner's representative as to the accuracy of the records.

(5) In this section,

“owner” includes the operator of a manufacturing establishment but does not include a landlord;

“site” means one property and includes nearby properties owned or leased by the same person where passage from one property to another involves crossing, but not travelling along, a public highway. O. Reg. 103/94, s. 15.

TRANSITION

16. Except as otherwise provided, a person who, upon the coming into force of this Regulation, or at any time within twelve months after the coming into force of this Regulation, becomes subject to an obligation with respect to the implementation of a source separation program shall fulfil the obligation within twelve months after the coming into force of this Regulation. O.Reg. 103/94, s. 16.

SCHEDULE

WASTES TO BE PROVIDED FOR IN SOURCE SEPARATION PROGRAMS

2. Cardboard (corrugated).
3. Fine paper.
4. Glass bottles and jars for food or beverages.
5. Newsprint.
6. Polyethylene terephthalate bottles for food or beverages (including bottles made primarily of polyethylene terephthalate).
7. Steel food or beverage cans (including cans made primarily of steel).

**PART IX
HOSPITALS**

(referred to in section 13)

1. Aluminum food or beverage cans (including cans made primarily of aluminum).
2. Cardboard (corrugated).
3. Fine paper.
4. Glass bottles and jars for food or beverages.
5. Newsprint.
6. Steel food or beverage cans (including cans made primarily of steel).

**PART X
EDUCATIONAL INSTITUTIONS**

(referred to in section 14)

1. Aluminum food or beverage cans (including cans made primarily of aluminum).
2. Cardboard (corrugated).
3. Fine paper.
4. Glass bottles and jars for food or beverages.
5. Newsprint.
6. Steel food or beverage cans (including cans made primarily of steel).

**PART XI
LARGE MANUFACTURING ESTABLISHMENTS**

(referred to in section 15)

1. Aluminum.
2. Cardboard (corrugated).
3. Fine paper.
4. Glass.
5. Newsprint.



CALIBRATION CERTIFICATE

DATE: May 11 2018

SR No.: 47338

CUSTOMER:

Waste Reduction Group
801 King St W Unit PH #20
Toronto ON M5V 3C9

REMARKS

This is to certify that the following scale has been tested and calibrated in relation to the Standards maintained by **CANADIAN SCALE COMPANY LIMITED**, with test weights traceable to the Legal Metrology Laboratories of, Industry Canada and National Research Council, Canada.

Anyload EWH-150
Capacity 150 kg
S/N -20161108049

Technician's Signature



CANADIAN SCALE COMPANY LIMITED
305 Horner Avenue, Toronto, ON M8W 1Z4
1-800-461-0634 www.canscale.com

Appendix B

Waste Audit Data

Table B5: Overall Organics Sample Summary - By Functional Area

Waste Generating Area	Cafeteria		Hallway		Alks Lodge		Library		Steele Centre		D Wing		B Wing		Break Time		LRC		Total		
Sample Size	3.66		1.43		1.06		2.79		0.62		4.18		3.03		0.71		1.20		18.68		
Percent of Sample Size	19.6%		7.7%		5.7%		14.9%		3.3%		22.4%		16.2%		3.8%		6.4%		100.0%		
	kg	%	kg	%	kg	%	kg	%	kg	%	kg	%	kg	%	kg	%	kg	%	kg	%	
Mixed Containers	PET (#1)	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.05	8.1%	0.00	0.0%	0.03	1.0%	0.00	0.0%	0.00	0.0%	0.08	0.4%
	HDPE (#2)	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
	PP (#5)	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.02	0.7%	0.00	0.0%	0.04	1.0%	0.08	2.6%	0.00	0.0%	0.00	0.0%	0.14	0.7%
	PS (#6)	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.08	1.9%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.08	0.4%
	Glass	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
	Aluminum	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
	Steel	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
	Gable Top	0.02	0.5%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.02	0.1%
Aseptic	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Mixed Papers	Fine Paper	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.07	2.5%	0.00	0.0%	0.00	0.0%	0.23	7.6%	0.00	0.0%	0.00	0.0%	0.30	1.6%
	Newspaper	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
	Boxboard	0.16	4.4%	0.00	0.0%	0.07	6.6%	0.02	0.7%	0.23	37.1%	0.26	6.2%	0.06	2.0%	0.00	0.0%	0.08	6.7%	0.88	4.7%
	Other Fibres	0.05	1.4%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.02	3.2%	0.13	3.1%	0.10	3.3%	0.02	2.8%	0.00	0.0%	0.32	1.7%
Cardboard	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.02	0.5%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.02	0.1%	
Paper Towels	0.88	24.0%	0.08	5.6%	0.00	0.0%	0.23	8.2%	0.02	3.2%	0.34	8.1%	0.21	6.9%	0.04	5.6%	0.02	1.7%	1.82	9.7%	
Coffee Cups	0.03	0.8%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.04	1.0%	0.09	3.0%	0.00	0.0%	0.00	0.0%	0.16	0.9%	
Organics	2.24	61.2%	1.14	79.7%	0.88	83.0%	2.14	76.7%	0.16	25.8%	3.00	71.8%	1.90	62.7%	0.52	73.2%	0.91	75.8%	12.89	69.0%	
LDPE Plastic Films	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.04	1.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.04	0.2%	
Styrofoam	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Plastic Strapping	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Scrap Metal	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Scrap Wood	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Electronic Waste	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Bulbs	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Batteries	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Printer Toners	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Other/Nonrecyclable	0.28	7.7%	0.21	14.7%	0.11	10.4%	0.31	11.1%	0.14	22.6%	0.23	5.5%	0.33	10.9%	0.13	18.3%	0.19	15.8%	1.93	10.3%	
QAQC Check	3.66	100.0%	1.43	100.0%	1.06	100.0%	2.79	100.0%	0.62	100.0%	4.18	100.0%	3.03	100.0%	0.71	100.0%	1.20	100.0%	18.68	100.0%	
Mixed Containers	0.02	0.5%	0.00	0.0%	0.00	0.0%	0.02	0.7%	0.05	8.1%	0.12	2.9%	0.11	3.6%	0.00	0.0%	0.00	0.0%	0.32	1.7%	
Mixed Papers	0.21	5.7%	0.00	0.0%	0.07	6.6%	0.09	3.2%	0.25	40.3%	0.39	9.3%	0.39	12.9%	0.02	2.8%	0.08	6.7%	1.50	8.0%	

Table B8: Sutherland Campus Container Sample Summary - By Functional Area

Waste Generating Area	Cafeteria		Library		Steeler Centre		D Wing		B Wing		Break Time		LRC		C2		Total		
Sample Size	5.98		1.41		0.80		4.91		2.88		1.23		1.51		1.04		19.76		
Percent of Sample Size	30.3%		7.1%		4.0%		24.8%		14.6%		6.2%		7.6%		5.3%		100.0%		
	kg	%	kg	%	kg	%	kg	%	kg	%	kg	%	kg	%	kg	%	kg	%	
Mixed Containers	PET (#1)	0.62	10.4%	0.23	16.3%	0.19	23.8%	0.33	6.7%	0.32	11.1%	0.00	0.0%	0.04	2.6%	0.10	9.6%	1.83	9.3%
	HDPE (#2)	0.00	0.0%	0.03	2.1%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.03	0.2%
	PP (#5)	0.21	3.5%	0.00	0.0%	0.05	6.3%	0.26	5.3%	0.25	8.7%	0.09	7.3%	0.17	11.3%	0.14	13.5%	1.17	5.9%
	PS (#6)	0.14	2.3%	0.03	2.1%	0.02	2.5%	0.16	3.3%	0.07	2.4%	0.02	1.6%	0.07	4.6%	0.00	0.0%	0.51	2.6%
	Glass	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.25	8.7%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.25	1.3%
	Aluminum	0.03	0.5%	0.02	1.4%	0.00	0.0%	0.04	0.8%	0.05	1.7%	0.00	0.0%	0.05	3.3%	0.02	1.9%	0.21	1.1%
	Steel	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
	Gable Top	0.32	5.4%	0.08	5.7%	0.00	0.0%	0.18	3.7%	0.02	0.7%	0.00	0.0%	0.02	1.3%	0.00	0.0%	0.62	3.1%
	Aseptic	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.02	1.9%	0.02	0.1%
Mixed Papers	Fine Paper	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
	Newspaper	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
	Boxboard	0.33	5.5%	0.07	5.0%	0.00	0.0%	0.20	4.1%	0.03	1.0%	0.03	2.4%	0.00	0.0%	0.10	9.6%	0.76	3.8%
	Other Fibres	0.17	2.8%	0.00	0.0%	0.00	0.0%	0.25	5.1%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.02	1.9%	0.44	2.2%
Cardboard		0.10	1.7%	0.05	3.5%	0.00	0.0%	0.09	1.8%	0.07	2.4%	0.00	0.0%	0.08	5.3%	0.00	0.0%	0.42	2.1%
Paper Towels		0.26	4.3%	0.00	0.0%	0.12	15.0%	0.30	6.1%	0.07	2.4%	0.00	0.0%	0.00	0.0%	0.04	3.8%	0.79	4.0%
Coffee Cups		1.28	21.4%	0.44	31.2%	0.13	16.3%	0.95	19.3%	0.59	20.5%	0.17	13.8%	0.38	25.2%	0.08	7.7%	4.02	20.3%
Organics		0.36	6.0%	0.03	2.1%	0.00	0.0%	0.10	2.0%	0.33	11.5%	0.30	24.4%	0.00	0.0%	0.13	12.5%	1.25	6.3%
LDPE Plastic Films		0.00	0.0%	0.00	0.0%	0.00	0.0%	0.08	1.6%	0.00	0.0%	0.05	4.1%	0.00	0.0%	0.00	0.0%	0.13	0.7%
Styrofoam		0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.04	3.8%	0.04	0.2%
Plastic Strapping		0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
Scrap Metal		0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
Scrap Wood		0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
Electronic Waste		0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
Bulbs		0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
Batteries		0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
Printer Toners		0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
Other/Nonrecyclable		2.16	36.1%	0.43	30.5%	0.29	36.3%	1.97	40.1%	0.83	28.8%	0.54	43.9%	0.70	46.4%	0.35	33.7%	7.27	36.8%
QAQC Check		5.98	100.0%	1.41	100.0%	0.80	100.0%	4.91	100.0%	2.88	100.0%	1.23	100.0%	1.51	100.0%	1.04	100.0%	19.76	100.0%
Mixed Containers		1.32	22.1%	0.39	27.7%	0.26	32.5%	0.97	19.8%	0.96	33.3%	0.11	8.9%	0.35	23.2%	0.28	26.9%	4.64	23.5%
Mixed Papers		0.50	8.4%	0.07	5.0%	0.00	0.0%	0.45	9.2%	0.03	1.0%	0.03	2.4%	0.00	0.0%	0.12	11.5%	1.20	6.1%

Table B9: Sutherland Campus Organics Sample Summary - By Functional Area

Waste Generating Area	Cafeteria		Library		Steeler Centre		D Wing		B Wing		Break Time		LRC		Total		
Sample Size	2.16		2.79		0.62		4.18		3.03		0.71		4.18		14.69		
Percent of Sample Size	14.7%		19.0%		4.2%		28.5%		20.6%		4.8%		8.2%		100.0%		
	kg	%	kg	%	kg	%	kg	%	kg	%	kg	%	kg	%	kg	%	
Mixed Containers	PET (#1)	0.00	0.0%	0.00	0.0%	0.05	8.1%	0.00	0.0%	0.03	1.0%	0.00	0.0%	0.00	0.0%	0.08	0.5%
	HDPE (#2)	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
	PP (#5)	0.00	0.0%	0.02	0.7%	0.00	0.0%	0.04	1.0%	0.08	2.6%	0.00	0.0%	0.00	0.0%	0.14	1.0%
	PS (#6)	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.08	1.9%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.08	0.5%
	Glass	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
	Aluminum	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
	Steel	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
	Gable Top	0.02	0.9%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.02	0.1%
	Aseptic	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
Mixed Papers	Fine Paper	0.00	0.0%	0.07	2.5%	0.00	0.0%	0.00	0.0%	0.23	7.6%	0.00	0.0%	0.00	0.0%	0.30	2.0%
	Newspaper	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
	Boxboard	0.11	5.1%	0.02	0.7%	0.23	37.1%	0.26	6.2%	0.06	2.0%	0.00	0.0%	0.08	6.7%	0.76	5.2%
	Other Fibres	0.00	0.0%	0.00	0.0%	0.02	3.2%	0.13	3.1%	0.10	3.3%	0.02	2.8%	0.00	0.0%	0.27	1.8%
Cardboard		0.00	0.0%	0.00	0.0%	0.00	0.0%	0.02	0.5%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.02	0.1%
Paper Towels		0.49	22.7%	0.23	8.2%	0.02	3.2%	0.34	8.1%	0.21	6.9%	0.04	5.6%	0.02	1.7%	1.35	9.2%
Coffee Cups		0.00	0.0%	0.00	0.0%	0.00	0.0%	0.04	1.0%	0.09	3.0%	0.00	0.0%	0.00	0.0%	0.13	0.9%
Organics		1.29	59.7%	2.14	76.7%	0.16	25.8%	3.00	71.8%	1.90	62.7%	0.52	73.2%	0.91	75.8%	9.92	67.5%
LDPE Plastic Films		0.00	0.0%	0.00	0.0%	0.00	0.0%	0.04	1.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.04	0.3%
Styrofoam		0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
Plastic Strapping		0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
Scrap Metal		0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
Scrap Wood		0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
Electronic Waste		0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
Bulbs		0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
Batteries		0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
Printer Toners		0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
Other/Nonrecyclable		0.25	11.6%	0.31	11.1%	0.14	22.6%	0.23	5.5%	0.33	10.9%	0.13	18.3%	0.19	15.8%	1.58	10.8%
QAQC Check		2.16	100.0%	2.79	100.0%	0.62	100.0%	4.18	100.0%	3.03	100.0%	0.71	100.0%	4.18	100.0%	14.69	100.0%
Mixed Containers		0.02	0.9%	0.02	0.7%	0.05	8.1%	0.12	2.9%	0.11	3.6%	0.00	0.0%	0.00	0.0%	0.32	2.2%
Mixed Papers		0.11	5.1%	0.09	3.2%	0.25	40.3%	0.39	9.3%	0.39	12.9%	0.02	2.8%	0.08	6.7%	1.33	9.1%

Waste Audit Report

Fleming College

Waste Reduction Group Project P0970

Table B10: Frost Campus Garbage Sample Summary - By Functional Area

Waste Generating Area	Cafeteria		Hallway		Alks Lodge		Heavy Equipment		Total		
Sample Size	1.81		4.12		1.59		0.84		8.36		
Percent of Sample Size	21.7%		49.3%		19.0%		10.0%		100.0%		
	kg	%	kg	%	kg	%	kg	%	kg	%	
Mixed Containers	PET (#1)	0.06	3.3%	0.08	1.9%	0.00	0.0%	0.00	0.0%	0.14	1.7%
	HDPE (#2)	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
	PP (#5)	0.22	12.2%	0.08	1.9%	0.02	1.3%	0.04	4.8%	0.36	4.3%
	PS (#6)	0.08	4.4%	0.09	2.2%	0.02	1.3%	0.00	0.0%	0.19	2.3%
	Glass	0.00	0.0%	0.47	11.4%	0.00	0.0%	0.00	0.0%	0.47	5.6%
	Aluminum	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
	Steel	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
	Gable Top	0.04	2.2%	0.10	2.4%	0.04	2.5%	0.00	0.0%	0.18	2.2%
Aseptic	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Mixed Papers	Fine Paper	0.05	2.8%	0.00	0.0%	0.00	0.0%	0.05	6.0%	0.10	1.2%
	Newspaper	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
	Boxboard	0.19	10.5%	0.46	11.2%	0.26	16.4%	0.06	7.1%	0.97	11.6%
	Other Fibres	0.09	5.0%	0.10	2.4%	0.07	4.4%	0.00	0.0%	0.26	3.1%
Cardboard	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Paper Towels	0.14	7.7%	0.18	4.4%	0.17	10.7%	0.06	7.1%	0.55	6.6%	
Coffee Cups	0.17	9.4%	0.50	12.1%	0.27	17.0%	0.05	6.0%	0.99	11.8%	
Organics	0.25	13.8%	0.89	21.6%	0.32	20.1%	0.32	38.1%	1.78	21.3%	
LDPE Plastic Films	0.13	7.2%	0.03	0.7%	0.02	1.3%	0.00	0.0%	0.18	2.2%	
Styrofoam	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Plastic Strapping	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Scrap Metal	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Scrap Wood	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Electronic Waste	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Bulbs	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Batteries	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Printer Toners	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Other/Nonrecyclable	0.39	21.5%	1.14	27.7%	0.40	25.2%	0.26	31.0%	2.19	26.2%	
QAQC Check	1.81	100.0%	4.12	100.0%	1.59	100.0%	0.84	100.0%	8.36	100.0%	
Mixed Containers	0.40	22.1%	0.82	19.9%	0.08	5.0%	0.04	4.8%	1.34	16.0%	
Mixed Papers	0.33	18.2%	0.56	13.6%	0.33	20.8%	0.11	13.1%	1.33	15.9%	
Mandatory Recyclables (Reg103)	0.05	2.8%	0.47	11.4%	0.00	0.0%	0.05	6.0%	0.57	6.8%	
Other Recyclables	1.37	75.7%	2.51	60.9%	1.19	74.8%	0.53	63.1%	5.60	67.0%	
Non-Recyclable	0.39	21.5%	1.14	27.7%	0.40	25.2%	0.26	31.0%	2.19	26.2%	
QAQC Check	TRUE	100.0%	TRUE	100.0%	TRUE	100.0%	TRUE	100.0%	TRUE	100.0%	

Table B11: Frost Campus Fibre Sample Summary - By Functional Area

Waste Generating Area	Cafeteria		Hallway		Alks Lodge		Total		
Sample Size	1.56		0.42		0.32		2.30		
Percent of Sample Size	67.8%		18.3%		13.9%		100.0%		
	kg	%	kg	%	kg	%	kg	%	
Mixed Containers	PET (#1)	0.00	0.0%	0.04	9.5%	0.00	0.0%	0.04	1.7%
	HDPE (#2)	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
	PP (#5)	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
	PS (#6)	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
	Glass	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
	Aluminum	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
	Steel	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
	Gable Top	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
Aseptic	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Mixed Papers	Fine Paper	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
	Newspaper	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
	Boxboard	1.03	66.0%	0.25	59.5%	0.20	62.5%	1.48	64.3%
	Other Fibres	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
Cardboard	0.11	7.1%	0.00	0.0%	0.00	0.0%	0.11	4.8%	
Paper Towels	0.06	3.8%	0.00	0.0%	0.00	0.0%	0.06	2.6%	
Coffee Cups	0.05	3.2%	0.00	0.0%	0.03	9.4%	0.08	3.5%	
Organics	0.06	3.8%	0.00	0.0%	0.03	9.4%	0.09	3.9%	
LDPE Plastic Films	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Styrofoam	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Plastic Strapping	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Scrap Metal	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Scrap Wood	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Electronic Waste	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Bulbs	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Batteries	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Printer Toners	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Other/Nonrecyclable	0.25	16.0%	0.13	31.0%	0.06	18.8%	0.44	19.1%	
QAQC Check	1.56	100.0%	0.42	100.0%	0.32	100.0%	2.30	100.0%	
Mixed Containers	0.00	0.0%	0.04	9.5%	0.00	0.0%	0.04	1.7%	
Mixed Papers	1.03	66.0%	0.25	59.5%	0.20	62.5%	1.48	64.3%	

Table B12: Frost Campus Container Sample Summary - By Functional Area

Waste Generating Area	Cafeteria		Hallway		Alks Lodge		Total		
Sample Size	5.16		4.25		1.35		10.76		
Percent of Sample Size	48.0%		39.5%		12.5%		100.0%		
	kg	%	kg	%	kg	%	kg	%	
Mixed Containers	PET (#1)	0.40	7.8%	1.06	24.9%	0.19	14.1%	1.65	15.3%
	HDPE (#2)	0.22	4.3%	0.00	0.0%	0.00	0.0%	0.22	2.0%
	PP (#5)	0.18	3.5%	0.12	2.8%	0.04	3.0%	0.34	3.2%
	PS (#6)	0.19	3.7%	0.09	2.1%	0.06	4.4%	0.34	3.2%
	Glass	0.26	5.0%	0.00	0.0%	0.26	19.3%	0.52	4.8%
	Aluminum	0.11	2.1%	0.21	4.9%	0.08	5.9%	0.40	3.7%
	Steel	2.39	46.3%	0.00	0.0%	0.00	0.0%	2.39	22.2%
	Gable Top	0.09	1.7%	0.15	3.5%	0.03	2.2%	0.27	2.5%
	Aseptic	0.00	0.0%	0.05	1.2%	0.00	0.0%	0.05	0.5%
	Mixed Papers	Fine Paper	0.07	1.4%	0.34	8.0%	0.00	0.0%	0.41
Newspaper		0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
Boxboard		0.02	0.4%	0.46	10.8%	0.26	19.3%	0.74	6.9%
Other Fibres		0.00	0.0%	0.11	2.6%	0.00	0.0%	0.11	1.0%
Cardboard	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Paper Towels	0.00	0.0%	0.11	2.6%	0.04	3.0%	0.15	1.4%	
Coffee Cups	0.04	0.8%	0.41	9.6%	0.06	4.4%	0.51	4.7%	
Organics	0.81	15.7%	0.00	0.0%	0.02	1.5%	0.83	7.7%	
LDPE Plastic Films	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Styrofoam	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Plastic Strapping	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Scrap Metal	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Scrap Wood	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Electronic Waste	0.00	0.0%	0.10	2.4%	0.00	0.0%	0.10	0.9%	
Bulbs	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Batteries	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Printer Toners	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Other/Nonrecyclable	0.38	7.4%	1.04	24.5%	0.31	23.0%	1.73	16.1%	
QAQC Check	5.16	100.0%	4.25	100.0%	1.35	100.0%	10.76	100.0%	
Mixed Containers	3.84	74.4%	1.68	39.5%	0.66	48.9%	6.18	57.4%	
Mixed Papers	0.09	1.7%	0.91	21.4%	0.26	19.3%	1.26	11.7%	

Table B13: Frost Campus Organics Sample Summary - By Functional Area

Waste Generating Area	Cafeteria		Hallway		Alks Lodge		Total		
Sample Size	1.50		1.43		1.06		3.99		
Percent of Sample Size	37.6%		35.8%		26.6%		100.0%		
	kg	%	kg	%	kg	%	kg	%	
Mixed Containers	PET (#1)	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
	HDPE (#2)	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
	PP (#5)	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
	PS (#6)	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
	Glass	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
	Aluminum	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
	Steel	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
	Gable Top	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
	Aseptic	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
	Mixed Papers	Fine Paper	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00
Newspaper		0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
Boxboard		0.05	3.3%	0.00	0.0%	0.07	6.6%	0.12	3.0%
Other Fibres		0.05	3.3%	0.00	0.0%	0.00	0.0%	0.05	1.3%
Cardboard	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Paper Towels	0.39	26.0%	0.08	5.6%	0.00	0.0%	0.47	11.8%	
Coffee Cups	0.03	2.0%	0.00	0.0%	0.00	0.0%	0.03	0.8%	
Organics	0.95	63.3%	1.14	79.7%	0.88	83.0%	2.97	74.4%	
LDPE Plastic Films	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Styrofoam	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Plastic Strapping	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Scrap Metal	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Scrap Wood	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Electronic Waste	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Bulbs	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Batteries	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Printer Toners	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Other/Nonrecyclable	0.03	2.0%	0.21	14.7%	0.11	10.4%	0.35	8.8%	
QAQC Check	1.50	100.0%	1.43	100.0%	1.06	100.0%	3.99	100.0%	
Mixed Containers	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Mixed Papers	0.10	6.7%	0.00	0.0%	0.07	6.6%	0.17	4.3%	

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Table B14: Overall Garbage Sample Summary - By Campus

Waste Generating Area	Sutherland		Frost		Total		
Sample Size	35.98		8.36		44.34		
Percent of Sample Size	81.1%		18.9%		100.0%		
	kg	%	kg	%	kg	%	
Mixed Containers	PET (#1)	0.25	0.7%	0.14	1.7%	0.39	0.9%
	HDPE (#2)	0.00	0.0%	0.00	0.0%	0.00	0.0%
	PP (#5)	0.86	2.4%	0.36	4.3%	1.22	2.8%
	PS (#6)	0.41	1.1%	0.19	2.3%	0.60	1.4%
	Glass	0.00	0.0%	0.47	5.6%	0.47	1.1%
	Aluminum	0.02	0.1%	0.00	0.0%	0.02	0.0%
	Steel	0.00	0.0%	0.00	0.0%	0.00	0.0%
	Gable Top	0.33	0.9%	0.18	2.2%	0.51	1.2%
	Aseptic	0.00	0.0%	0.00	0.0%	0.00	0.0%
	Mixed Papers	0.20	0.6%	0.10	1.2%	0.30	0.7%
Fine Paper	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Newspaper	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Boxboard	2.58	7.2%	0.97	11.6%	3.55	8.0%	
Other Fibres	3.77	10.5%	0.26	3.1%	4.03	9.1%	
Cardboard	0.18	0.5%	0.00	0.0%	0.18	0.4%	
Paper Towels	3.85	10.7%	0.55	6.6%	4.40	9.9%	
Coffee Cups	1.81	5.0%	0.99	11.8%	2.80	6.3%	
Organics	9.11	25.3%	1.78	21.3%	10.89	24.6%	
LDPE Plastic Films	1.75	4.9%	0.18	2.2%	1.93	4.4%	
Styrofoam	0.06	0.2%	0.00	0.0%	0.06	0.1%	
Plastic Strapping	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Scrap Metal	0.67	1.9%	0.00	0.0%	0.67	1.5%	
Scrap Wood	0.02	0.1%	0.00	0.0%	0.02	0.0%	
Electronic Waste	0.20	0.6%	0.00	0.0%	0.20	0.5%	
Bulbs	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Batteries	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Printer Toners	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Other/Nonrecyclable	9.91	27.5%	2.19	26.2%	12.10	27.3%	
QAQC Check	35.98	100.0%	8.36	100.0%	44.34	100.0%	
Mixed Containers	1.87	5.2%	1.34	16.0%	3.21	7.2%	
Mixed Papers	6.55	18.2%	1.33	15.9%	7.88	17.8%	
Mandatory Recyclables (Reg103)	0.4	1.1%	0.6	6.8%	1.0	2.2%	
Other Recyclables	25.67	71.3%	5.60	67.0%	31.27	70.5%	
Non-Recyclable	9.9	27.5%	2.2	26.2%	12.1	27.3%	
QAQC Check	TRUE	100.0%	TRUE	100.0%	TRUE	100.0%	

GARBAGE

Overall	Sutherland	Frost	Total		Annual	MT	Divert?	Est.
Other/Nonrecyclable	9.91	2.19	12.10	27.3%	75.44	MT	No	
Organics	9.11	1.78	10.89	24.6%	67.90	MT	Yes	40.74
Mixed Papers	6.55	1.33	7.88	17.8%	49.13	MT	Yes	29.48
Paper Towels	3.85	0.55	4.40	9.9%	27.43	MT	Yes	16.46
Mixed Containers	1.87	1.34	3.21	7.2%	20.01	MT	Yes	12.01
Coffee Cups	1.81	0.99	2.80	6.3%	17.46	MT	No	
LDPE Plastic Films	1.75	0.18	1.93	4.4%	12.03	MT	Yes	7.22
Scrap Metal	0.67	0.00	0.67	1.5%	4.18	MT	Yes	2.51
Electronic Waste	0.20	0.00	0.20	0.5%	1.25	MT	Yes	0.75
Cardboard	0.18	0.00	0.18	0.4%	1.12	MT	Yes	0.67
Styrofoam	0.06	0.00	0.06	0.1%	0.37	MT	No	
Scrap Wood	0.02	0.00	0.02	0.05%	0.12	MT	Yes	0.07
Plastic Strapping	0.00	0.00	0.00	0.0%				
Bulbs	0.00	0.00	0.00	0.0%				
Batteries	0.00	0.00	0.00	0.0%				
Printer Toners	0.00	0.00	0.00	0.0%				
Total	35.98	8.36	44.34	1.00	276.46	MT		109.91

¹ Assumed 60% capture rate of materials in garbage stream.

GARBAGE

Sutherland	Total	Total	Annual	MT
Other/Nonrecyclable	9.91	27.5%	56.85	MT
Organics	9.11	25.3%	52.26	MT
Mixed Papers	6.55	18.2%	37.57	MT
Paper Towels	3.85	10.7%	22.09	MT
Mixed Containers	1.87	5.2%	10.73	MT
Coffee Cups	1.81	5.0%	10.38	MT
LDPE Plastic Films	1.75	4.9%	10.04	MT
Scrap Metal	0.67	1.9%	3.84	MT
Electronic Waste	0.20	0.6%	1.15	MT
Cardboard	0.18	0.5%	1.03	MT
Styrofoam	0.06	0.2%	0.34	MT
Scrap Wood	0.02	0.1%	0.11	MT
Plastic Strapping	0.00	0.0%		
Bulbs	0.00	0.0%		
Batteries	0.00	0.0%		
Printer Toners	0.00	0.0%		
Total	35.98	1.00	206.40	MT

GARBAGE

Frost	Total	Total	Annual	MT
Other/Nonrecyclable	2.19	26.2%	18.35	MT
Organics	1.78	21.3%	14.92	MT
Mixed Containers	1.34	16.0%	11.23	MT
Mixed Papers	1.33	15.9%	11.15	MT
Coffee Cups	0.99	11.8%	8.30	MT
Paper Towels	0.55	6.6%	4.61	MT
LDPE Plastic Films	0.18	2.2%	1.51	MT
Scrap Metal	0.00	0.0%		
Electronic Waste	0.00	0.0%		
Cardboard	0.00	0.0%		
Styrofoam	0.00	0.0%		
Scrap Wood	0.00	0.0%		
Plastic Strapping	0.00	0.0%		
Bulbs	0.00	0.0%		
Batteries	0.00	0.0%		
Printer Toners	0.00	0.0%		
Total	8.36	1.00	70.06	MT

Table B15: Overall Fibre Sample Summary - By Campus

Waste Generating Area	Sutherland		Frost		Total	
Sample Size	11.68		2.30		13.98	
Percent of Sample Size	83.5%		16.5%		100.0%	
	kg	%	kg	%	kg	%
Mixed Containers						
PET (#1)	0.10	0.9%	0.04	1.7%	0.14	1.0%
HDPE (#2)	0.00	0.0%	0.00	0.0%	0.00	0.0%
PP (#5)	0.06	0.5%	0.00	0.0%	0.06	0.4%
PS (#6)	0.02	0.2%	0.00	0.0%	0.02	0.1%
Glass	0.00	0.0%	0.00	0.0%	0.00	0.0%
Aluminum	0.02	0.2%	0.00	0.0%	0.02	0.1%
Steel	0.00	0.0%	0.00	0.0%	0.00	0.0%
Gable Top	0.17	1.5%	0.00	0.0%	0.17	1.2%
Aseptic	0.00	0.0%	0.00	0.0%	0.00	0.0%
Fine Paper	0.99	8.5%	0.00	0.0%	0.99	7.1%
Newspaper	0.00	0.0%	0.00	0.0%	0.00	0.0%
Boxboard	3.01	25.8%	1.48	64.3%	4.49	32.1%
Other Fibres	0.67	5.7%	0.00	0.0%	0.67	4.8%
Cardboard	0.21	1.8%	0.11	4.8%	0.32	2.3%
Paper Towels	1.26	10.8%	0.06	2.6%	1.32	9.4%
Coffee Cups	0.34	2.9%	0.08	3.5%	0.42	3.0%
Organics	1.27	10.9%	0.09	3.9%	1.36	9.7%
LDPE Plastic Films	0.04	0.3%	0.00	0.0%	0.04	0.3%
Styrofoam	0.03	0.3%	0.00	0.0%	0.03	0.2%
Plastic Strapping	0.00	0.0%	0.00	0.0%	0.00	0.0%
Scrap Metal	0.00	0.0%	0.00	0.0%	0.00	0.0%
Scrap Wood	0.00	0.0%	0.00	0.0%	0.00	0.0%
Electronic Waste	0.00	0.0%	0.00	0.0%	0.00	0.0%
Bulbs	0.00	0.0%	0.00	0.0%	0.00	0.0%
Batteries	0.00	0.0%	0.00	0.0%	0.00	0.0%
Printer Toners	0.00	0.0%	0.00	0.0%	0.00	0.0%
Other/Nonrecyclable	3.49	29.9%	0.44	19.1%	3.93	28.1%
QAQC Check	11.68	100.0%	2.30	100.0%	13.98	100.0%
Mixed Containers	0.37	3.2%	0.04	1.7%	0.41	2.9%
Mixed Papers	4.67	40.0%	1.48	64.3%	6.15	44.0%

Table B16: Overall Container Sample Summary - By Campus

Waste Generating Area	Sutherland		Frost		Total	
Sample Size	19.76		10.76		30.52	
Percent of Sample Size	64.7%		35.3%		100.0%	
	kg	%	kg	%	kg	%
Mixed Containers						
PET (#1)	1.83	9.3%	1.65	15.3%	3.48	11.4%
HDPE (#2)	0.03	0.2%	0.22	2.0%	0.25	0.8%
PP (#5)	1.17	5.9%	0.34	3.2%	1.51	4.9%
PS (#6)	0.51	2.6%	0.34	3.2%	0.85	2.8%
Glass	0.25	1.3%	0.52	4.8%	0.77	2.5%
Aluminum	0.21	1.1%	0.40	3.7%	0.61	2.0%
Steel	0.00	0.0%	2.39	22.2%	2.39	7.8%
Gable Top	0.62	3.1%	0.27	2.5%	0.89	2.9%
Aseptic	0.02	0.1%	0.05	0.5%	0.07	0.2%
Mixed Papers						
Fine Paper	0.00	0.0%	0.41	3.8%	0.41	1.3%
Newspaper	0.00	0.0%	0.00	0.0%	0.00	0.0%
Boxboard	0.76	3.8%	0.74	6.9%	1.50	4.9%
Other Fibres	0.44	2.2%	0.11	1.0%	0.55	1.8%
Cardboard	0.42	2.1%	0.00	0.0%	0.42	1.4%
Paper Towels	0.79	4.0%	0.15	1.4%	0.94	3.1%
Coffee Cups	4.02	20.3%	0.51	4.7%	4.53	14.8%
Organics	1.25	6.3%	0.83	7.7%	2.08	6.8%
LDPE Plastic Films	0.13	0.7%	0.00	0.0%	0.13	0.4%
Styrofoam	0.04	0.2%	0.00	0.0%	0.04	0.1%
Plastic Strapping	0.00	0.0%	0.00	0.0%	0.00	0.0%
Scrap Metal	0.00	0.0%	0.00	0.0%	0.00	0.0%
Scrap Wood	0.00	0.0%	0.00	0.0%	0.00	0.0%
Electronic Waste	0.00	0.0%	0.10	0.9%	0.10	0.3%
Bulbs	0.00	0.0%	0.00	0.0%	0.00	0.0%
Batteries	0.00	0.0%	0.00	0.0%	0.00	0.0%
Printer Toners	0.00	0.0%	0.00	0.0%	0.00	0.0%
Other/Nonrecyclable	7.27	36.8%	1.73	16.1%	9.00	29.5%
QAQC Check	19.76	100.0%	10.76	100.0%	30.52	100.0%
Mixed Containers	4.64	23.5%	6.18	57.4%	10.82	35.5%
Mixed Papers	1.20	6.1%	1.26	11.7%	2.46	8.1%

Table B17: Overall Organics Sample Summary - By Campus

Waste Generating Area	Sutherland		Frost		Total	
Sample Size	14.69		3.99		18.68	
Percent of Sample Size	78.6%		21.4%		100.0%	
	kg	%	kg	%	kg	%
Mixed Containers						
PET (#1)	0.08	0.5%	0.00	0.0%	0.08	0.4%
HDPE (#2)	0.00	0.0%	0.00	0.0%	0.00	0.0%
PP (#5)	0.14	1.0%	0.00	0.0%	0.14	0.7%
PS (#6)	0.08	0.5%	0.00	0.0%	0.08	0.4%
Glass	0.00	0.0%	0.00	0.0%	0.00	0.0%
Aluminum	0.00	0.0%	0.00	0.0%	0.00	0.0%
Steel	0.00	0.0%	0.00	0.0%	0.00	0.0%
Gable Top	0.02	0.1%	0.00	0.0%	0.02	0.1%
Aseptic	0.00	0.0%	0.00	0.0%	0.00	0.0%
Mixed Papers						
Fine Paper	0.30	2.0%	0.00	0.0%	0.30	1.6%
Newspaper	0.00	0.0%	0.00	0.0%	0.00	0.0%
Boxboard	0.76	5.2%	0.12	3.0%	0.88	4.7%
Other Fibres	0.27	1.8%	0.05	1.3%	0.32	1.7%
Cardboard	0.02	0.1%	0.00	0.0%	0.02	0.1%
Paper Towels	1.35	9.2%	0.47	11.8%	1.82	9.7%
Coffee Cups	0.13	0.9%	0.03	0.8%	0.16	0.9%
Organics	9.92	67.5%	2.97	74.4%	12.89	69.0%
LDPE Plastic Films	0.04	0.3%	0.00	0.0%	0.04	0.2%
Styrofoam	0.00	0.0%	0.00	0.0%	0.00	0.0%
Plastic Strapping	0.00	0.0%	0.00	0.0%	0.00	0.0%
Scrap Metal	0.00	0.0%	0.00	0.0%	0.00	0.0%
Scrap Wood	0.00	0.0%	0.00	0.0%	0.00	0.0%
Electronic Waste	0.00	0.0%	0.00	0.0%	0.00	0.0%
Bulbs	0.00	0.0%	0.00	0.0%	0.00	0.0%
Batteries	0.00	0.0%	0.00	0.0%	0.00	0.0%
Printer Toners	0.00	0.0%	0.00	0.0%	0.00	0.0%
Other/Nonrecyclable	1.58	10.8%	0.35	8.8%	1.93	10.3%
QAQC Check	14.69	100.0%	3.99	100.0%	18.68	100.0%
Mixed Containers	0.32	2.2%	0.00	0.0%	0.32	1.7%
Mixed Papers	1.33	9.1%	0.17	4.3%	1.50	8.0%

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Table B30: Sutherland Campus Mixed Container Summary

Material	Garbage Sample	Garbage Sample	Disposed	Container	Container	Recycled
			MT	Sample	Sample	MT
	kg	%	10.73	kg	%	21.23
PET (#1)	0.25	13.4%	1.43	1.83	39.4%	8.37
HDPE (#2)	0.00	0.0%	0.00	0.03	0.6%	0.14
PP (#5)	0.86	46.0%	4.93	1.17	25.2%	5.35
PS (#6)	0.41	21.9%	2.35	0.51	11.0%	2.33
Glass	0.00	0.0%	0.00	0.25	5.4%	1.14
Aluminum	0.02	1.1%	0.11	0.21	4.5%	0.96
Steel	0.00	0.0%	0.00	0.00	0.0%	0.00
Gable Top	0.33	17.6%	1.89	0.62	13.4%	2.84
Aseptic	0.00	0.0%	0.00	0.02	0.4%	0.09
Total	1.87	100.0%	10.73	4.64	100.0%	21.23

Table B31: Sutherland Campus Mixed Paper Summary

Material	Garbage Sample	Garbage Sample	Disposed	Fibre	Fibre	Recycled
			MT	Sample	Sample	MT
	kg	%	37.57	kg	%	0.14
Fine	0.20	3.1%	1.15	0.99	21.2%	0.03
Newsprint	0.00	0.0%	0.00	0.00	0.0%	0.00
BoxBoard	2.58	39.4%	14.80	3.01	64.5%	0.09
Other	3.77	57.6%	21.63	0.67	14.3%	0.02
Total	6.55	100.0%	37.57	4.67	100.0%	0.14

Table B32: Frost Campus Mixed Container Summary

Material	Garbage Sample	Garbage Sample	Disposed	Container	Container	Recycled
			MT	Sample	Sample	MT
	kg	%	11.23	kg	%	5.85
PET (#1)	0.14	10.4%	1.17	1.65	26.7%	1.56
HDPE (#2)	0.00	0.0%	0.00	0.22	3.6%	0.21
PP (#5)	0.36	26.9%	3.02	0.34	5.5%	0.32
PS (#6)	0.19	14.2%	1.59	0.34	5.5%	0.32
Glass	0.47	35.1%	3.94	0.52	8.4%	0.49
Aluminum	0.00	0.0%	0.00	0.40	6.5%	0.38
Steel	0.00	0.0%	0.00	2.39	38.7%	2.26
Gable Top	0.18	13.4%	1.51	0.27	4.4%	0.26
Aseptic	0.00	0.0%	0.00	0.05	0.8%	0.05
Total	1.34	100.0%	11.23	6.18	100.0%	5.85

Table B33: Frost Campus Mixed Paper Summary

Material	Garbage Sample	Garbage Sample	Disposed	Fibre	Fibre	Recycled
			MT	Sample	Sample	MT
	kg	%	11.15	kg	%	5.85
Fine	0.10	7.5%	0.84	0.00	0.0%	0.00
Newsprint	0.00	0.0%	0.00	0.00	0.0%	0.00
BoxBoard	0.97	72.9%	8.13	1.48	100.0%	5.85
Other	0.26	19.5%	2.18	0.00	0.0%	0.00
Total	1.33	100.0%	11.15	1.48	100.0%	5.85

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Table B34: Annual Waste Management & Diversion Summary

Material Stream	3Rs or Disposed	2018 Total		
		kg	MT	%
Garbage - Sutherland Campus	Disposed	206,400	206.40	74.7%
Garbage - Frost Campus	Disposed	70,060	70.06	25.3%
Sub-Total		276,460	276.46	52.6%
Sutherland Campus				
Cardboard	Recycled	151,790	151.79	61.0%
Mixed Recycling	Recycled	180	0.18	0.1%
Mixed Containers	Recycled	21,190	21.19	8.5%
Scrap Woods	Recycled	3,440	3.44	1.4%
Frost Campus				
Cardboard	Recycled	39,674	39.67	16.0%
Mixed Recycling	Recycled	11,700	11.70	4.7%
Scrap Woods	Recycled	20,740	20.74	8.3%
Sub-Total		248,714	248.71	47.4%
Total Generated			525.17	100.0%
Total Recycled			248.71	47.4%
Total Reused			0.00	0.0%
Total Reduced			0.00	0.0%
Total Composted			0.00	0.0%
Total Disposed			276.46	52.6%
Achieved Waste Diversion Rate				47.4%
Additional Recyclable Materials in Wastes Disposed to Landfill (MT)			109.9	
Potential Waste Diversion Rate				68.3%

Notes:

Table B35: Waste Diversion Rate Sutherland Campus

Material Stream	3Rs or Disposed	2018 Total		
		kg	MT	%
Garbage - Sutherland Campus	Disposed	206,400	206.40	100.0%
Sub-Total		206,400	206.40	53.9%
Sutherland Campus				
Cardboard	Recycled	151,790	151.79	86.0%
Mixed Recycling	Recycled	180	0.18	0.1%
Mixed Containers	Recycled	21,190	21.19	12.0%
Scrap Woods	Recycled	3,440	3.44	1.9%
Sub-Total		176,600	176.60	46.1%
Total Generated			383.00	100.0%
Total 3Rs			176.60	46.1%
Total Disposed			206.40	53.9%
Waste Diversion Rate				46.1%

Table B36: Waste Diversion Rate Frost Campus

Material Stream	3Rs or Disposed	2018 Total		
		kg	MT	%
Garbage - Sutherland Campus	Disposed	70,060	70.06	100.0%
Sub-Total		70,060	70.06	49.3%
Sutherland Campus				
Cardboard	Recycled	39,674	39.67	22.5%
Mixed Recycling	Recycled	11,700	11.70	6.6%
Scrap Woods	Recycled	20,740	20.74	11.7%
Sub-Total		72,114	72.11	50.7%
Total Generated			142.17	100.0%
Total 3Rs			72.11	50.7%
Total Disposed			70.06	49.3%
Waste Diversion Rate				50.7%

Fleming Waste Audit 2018
Waste Connections of Canada - pick up summary

WASTE SUMMARY

Building	Bin Size	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	
	Yd3	kg	kg	kg	kg	kg	kg	kg	kg	kg	kg	kg	kg	kg	
BREALEY															
Main Campus, dock 8	20	1030	12300	9770	13300	7780	6600	8490	6390	5630	0	0	0	71290	
Main Campus	2x8	0	0	0	0	0	0	0	0	480	7640	9990	5650	23760	
Drive Shed	20	3860	0	10770	3010	3480	2580	3490	5110	5670	2040	4860	5440	50310	
Residence (compactor)	6	3710	3610	3820	2520	3780	420	760	500	n/a	3120	4060	3310	29610	
D Wing	6	2280	2820	2950	1680	2160	470	660	890	120	450	500	1120	16100	
Residence - Student move out	4x20	0	0	0	1540	8070	0	0	0	0	0	0	1780	11390	
D Wing - Temp waste	20	0	0	0	0	0	0	1570	0	0	0	0	2370	3940	
FROST															
Heavy Equipment	2	340	360	350	260	250	n/a	n/a	400	330	550	440	260	3540	
Main Campus	8	3170	3550	3390	3530	2010	200	n/a	2530	1790	2090	2910	2560	27730	
Dome	20	0	2340	0	0	1330	1400	4320	3660	0	1780	4180	0	19010	
Residence	2	920	1380	1350	1680	1180	n/a	n/a	140	560	1460	1300	830	10800	
Drilling	4	330	400	850	1030	1460	n/a	n/a	200	580	220	580	280	5930	
Residence - Student move out	20	0	0	0	0	2050	0	0	0	0	0	0	0	2050	
Heavy Equipment - boat house	40	0	0	0	0	0	0	0	0	0	0	1000	0	1000	
TOTAL	kg	15640	26760	33250	28550	33550	11670	19290	19820	15160	19350	28820	23600	276460	
	MT	15.64	26.76	33.25	28.55	33.55	11.67	19.29	19.82	15.16	19.35	28.82	23.60	276.46	

CARDBOARD SUMMARY

Building	Bin Size	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Yd3	kg
	Yd3	Lifts	Lifts	Lifts	Lifts	Lifts	Lifts	Lifts	Lifts	Lifts	Lifts	Lifts	Lifts	Lifts		
BREALEY																
Main Campus	8	22	21	27	29	20	15	18	30	37	37	41	37	334	2672	121576
Residence	4	9	8	9	6	6	6	9	6	10	8	10	8	95	380	17290
Residence - student move in	20	0	0	0	0	0	0	0	0	460	0	0	0	kgs		460
D Wing	6	1	2	1	1	1	1	1	1	1	1	1	1	13	208	9464
Main Campus - temp	20	0	0	0	0	0	1360	1010	630	0	0	0	0	kgs		3000
FROST																
Main Campus	6	9	8	9	8	9	9	5	10	8	9	9	10	103	618	28119
Residence	2	13	12	13	11	7	13	13	7	11	8	9	8	125	250	11375
Residence - Student move in	20	0	0	0	0	0	0	0	0	180	0	0	0	kgs		180
TOTAL	kg															191464
	MT															191.46

Mixed Recycling Totes

Building	Totes	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	kg
	95 Gal.	Lifts	Lifts	Lifts	Lifts	Lifts	Lifts	Lifts	Lifts	Lifts	Lifts	Lifts	Lifts	Lifts	
BREALEY															
Residence (extra)	12	0	0	0	1	0	0	0	0	0	0	1	2	4	180
FROST															
Heavy Equipment	3	5	4	4	4	5	4	5	4	4	5	4	4	52	2340
Main Campus	20	9	8	9	8	9	8	9	9	8	9	9	8	103	4635
Residence	8	5	4	4	5	5	4	5	4	4	5	4	4	53	2385
Drilling	2	5	4	4	4	5	4	5	4	4	5	4	4	52	2340
TOTAL	kg														11880
	MT														11.88

Comingled Containers

Building	40yd bin	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
	kg	kg	kg	kg	kg	kg	kg	kg	kg	kg	kg	kg	kg	kg
BREALEY														
Main Campus	40yd	2150	2490	1840	1550	1040	710	600	1120	3500	1980	2600	1610	21190
TOTAL	kg													21190
	MT													21.19

SCRAP WOODS SUMMARY

Building	Bin Size	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
	Yd3	kg	kg	kg	kg	kg	kg	kg	kg	kg	kg	kg	kg	kg
Brealey - D Wing (sawdust)	4yd	0	0	0	0	0	0	0	0	n/a	0	0	n/a	0
Brealey - D Wing (wood)	20	0	0	0	740	0	0	0	0	0	0	0	0	740
Brealey - Main - temp	40	0	0	0	0	0	0	0	2700	0	0	0	0	2700
Frost - Logging Field	20	2220	0	0	2480	0	0	0	0	0	5010	2140	3180	15030
Frost - Logging Competition	2 x 20	0	0	0	0	0	0	0	0	0	0	5710	0	5710
TOTAL	kg	2,220	0	0	2,480	0	0	0	0	0	5,010	2,140	3,180	24,180
	MT	2.22	0	0	2.48	0	0	0	0	0	5.01	2.14	3.18	24.18

Appendix C

Sutherland Campus - Waste Audit Summary

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

Name of Owner and/or Operator of Entity(ies) and Company Name: Fleming College – Sutherland Campus			
Name of Contact Person:		Telephone #:	Email address:
Street Address(es) of Entity(ies): Sutherland Campus: 599 Brealey Dr			
Municipality: Sutherland Campus: Peterborough, Ontario			
Type of Entity (check one)			
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

<p>Provide a brief overview of the entity(ties):</p> <p>Fleming College is an educational institution with approximately 6152 FTE students which satisfies Part X of Ontario Regulation 102/94 & 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. Fleming College 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. 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.</i>
HDPE (#2) Containers	<i>Brought onto campus/generated on campus by staff/students.</i>
Polypropylene (#5) Containers	<i>Brought onto campus or generated on campus by staff/students.</i>
Polystyrene (#6) Containers	<i>Brought onto campus/generated on campus by staff/students.</i>
Glass food and beverage bottles/jars	<i>Brought onto campus or generated on campus by staff/students.</i>
Aluminum food and beverage cans	<i>Brought onto campus or generated on campus by staff/students.</i>
Steel food and beverage cans	<i>Brought onto campus or generated on campus by staff/students.</i>
Gable Top Containers	<i>Brought onto campus or generated on campus by staff/students.</i>
Aseptic Containers	<i>Brought onto campus or generated on campus by staff/students.</i>
Fine paper	<i>Brought onto campus or generated on campus by staff/students.</i>
Newsprint	<i>Brought onto campus or generated on campus by staff/students.</i>
Boxboard shoe boxes, cereal boxes, etc.	<i>Brought onto campus or generated on campus by staff/students.</i>
Glossy magazines, catalogues, flyers	<i>Brought onto campus or generated on campus by staff/students.</i>
Cardboard	<i>Brought onto campus, shipping/generated on campus by staff/students.</i>
Paper towels	<i>Generated by staff/students on campus</i>
Coffee cups	<i>Brought onto campus/generated on campus by staff/students.</i>
Organics / Food Waste	<i>Brought onto campus/generated on campus by staff/students.</i>
LDPE (#4) plastic film	<i>Brought onto campus/generated on campus by staff/students.</i>
Styrofoam	<i>Brought onto campus/generated on campus by staff/students.</i>
Plastics Strapping	<i>Generated by staff/students on campus</i>
Scrap Woods	<i>Generated by staff/students on campus</i>
Scrap Metals	<i>Generated by staff/students on campus</i>
Electronic Wastes	<i>Brought onto campus/generated on campus by staff/students.</i>
Bulbs & Ballasts	<i>Generated by staff/students on campus</i>
Batteries	<i>Brought onto campus/generated on campus by staff/students.</i>
Printer Toners	<i>Generated by staff/students on campus</i>
Oil & Grease	<i>Generated by staff/students on campus</i>
Other / Non-Recyclable	<i>Generated by staff/students 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	<i>Staff/Students may place in garbage</i>	<i>Staff/Students may place in recycling containers.</i>
HDPE (#2) Containers	<i>Staff/Students may place in garbage</i>	<i>Staff/Students may place in recycling containers.</i>
Polypropylene (#5) Containers	<i>Staff/Students may place in garbage</i>	<i>Staff/Students may place in recycling containers.</i>
Polystyrene (#6) Containers	<i>Staff/Students may place in garbage</i>	<i>Staff/Students may place in recycling containers.</i>
Glass food and beverage bottles/jars	<i>Staff/Students may place in garbage</i>	<i>Staff/Students may place in recycling containers.</i>
Aluminum food and beverage cans	<i>Staff/Students may place in garbage</i>	<i>Staff/Students may place in recycling containers.</i>
Steel food and beverage cans	<i>Staff/Students may place in garbage</i>	<i>Staff/Students may place in recycling containers.</i>
Gable Top Containers	<i>Staff/Students may place in garbage</i>	<i>Staff/Students may place in recycling containers.</i>
Aseptic Containers	<i>Staff/Students may place in garbage</i>	<i>Staff/Students may place in recycling containers.</i>
Fine paper	<i>Staff/Students may place in garbage</i>	<i>Staff/Students may place in recycling containers.</i>
Newsprint	<i>Staff/Students may place in garbage</i>	<i>Staff/Students may place in recycling containers.</i>
Boxboard shoe boxes, cereal boxes, etc.	<i>Staff/Students may place in garbage</i>	<i>Staff/Students may place in recycling containers.</i>
Glossy magazines, catalogues, flyers	<i>Staff/Students may place in garbage</i>	<i>Staff/Students may place in recycling containers.</i>
Cardboard	<i>Staff/Students may place in garbage</i>	<i>Staff/Students may place in recycling containers.</i>
Paper towels	<i>Staff/Students place in garbage</i>	<i>No 3Rs Program.</i>
Coffee cups	<i>Staff/Students place in garbage</i>	<i>No 3Rs Program.</i>
Organics / Food Waste	<i>Staff/Students place in garbage</i>	<i>No 3Rs Program.</i>
LDPE (#4) plastic film	<i>Staff/Students place in garbage</i>	<i>No 3Rs Program.</i>
Styrofoam	<i>Staff/Students place in garbage</i>	<i>No 3Rs Program.</i>
Plastics Strapping	<i>Staff/Students place in garbage</i>	<i>No 3Rs Program.</i>
Scrap Woods	<i>Staff/Students may place in garbage</i>	<i>Staff/Students may place in recycling containers.</i>
Scrap Metals	<i>Staff/Students may place in garbage</i>	<i>Staff/Students may place in recycling containers.</i>
Electronic Wastes	<i>Staff/Students may place in garbage</i>	<i>Staff/Students may place in recycling containers.</i>
Bulbs & Ballasts	<i>Staff/Students place in garbage</i>	<i>No 3Rs Program.</i>
Batteries	<i>Staff/Students may place in garbage</i>	<i>Staff/Students may place in recycling containers.</i>
Printer Toners	<i>Staff/Students may place in garbage</i>	<i>Staff/Students may place in recycling containers.</i>
Oil & Grease	<i>Staff may place in garbage</i>	<i>Staff may place in recycling containers.</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.

V. ESTIMATED QUANTITY OF WASTE PRODUCED

Sutherland Campus

Categories of Waste	Estimated Amount of Waste											
	Generated			Reduced/Reused			Recycled			Disposed		
	"A" Base Year	"B" Current Year	"C" * Change (B - A)	"A" Base Year	"B" Current Year	"C" * Change (B - A)	"A" Base Year	"B" Current Year	"C" * Change (B - A)	"A" Base Year	"B" Current Year	"C" * Change (B - A)
	Tonnes	Tonnes	Tonnes	Tonnes	Tonnes	Tonnes	Tonnes	Tonnes	Tonnes	Tonnes	Tonnes	Tonnes
PET (#1) plastic food and beverage bottles	9.81	9.81	0.00	0.00	0.00	0.00	8.37	8.37	0.00	1.43	1.43	0.00
HDPE (#2) Containers	0.14	0.14	0.00	0.00	0.00	0.00	0.14	0.14	0.00	0.00	0.00	0.00
Polypropylene (#5) Containers	10.29	10.29	0.00	0.00	0.00	0.00	5.35	5.35	0.00	4.93	4.93	0.00
Polystyrene (#6) Containers	4.69	4.69	0.00	0.00	0.00	0.00	2.33	2.33	0.00	2.35	2.35	0.00
Glass food and beverage bottles/jars	1.14	1.14	0.00	0.00	0.00	0.00	1.14	1.14	0.00	0.00	0.00	0.00
Aluminum food and beverage cans	1.08	1.08	0.00	0.00	0.00	0.00	0.96	0.96	0.00	0.11	0.11	0.00
Steel food and beverage cans	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Gable Top/Milk Containers	4.73	4.73	0.00	0.00	0.00	0.00	2.84	2.84	0.00	1.89	1.89	0.00
Aseptic Containers	0.09	0.09	0.00	0.00	0.00	0.00	0.09	0.09	0.00	0.00	0.00	0.00
Fine paper	1.18	1.18	0.00	0.00	0.00	0.00	0.03	0.03	0.00	1.15	1.15	0.00
Newsprint	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Boxboard shoe boxes, cereal boxes, etc.	14.89	14.89	0.00	0.00	0.00	0.00	0.09	0.09	0.00	14.80	14.80	0.00
Glossy magazines, catalogues, flyers	21.65	21.65	0.00	0.00	0.00	0.00	0.02	0.02	0.00	21.63	21.63	0.00
Corrugated Cardboard	152.82	152.82	0.00	0.00	0.00	0.00	151.79	151.79	0.00	1.03	1.03	0.00
Paper Towels	22.09	22.09	0.00	0.00	0.00	0.00	0.00	0.00	0.00	22.09	22.09	0.00
Coffee Cups	10.38	10.38	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10.38	10.38	0.00
Organics	52.26	52.26	0.00	0.00	0.00	0.00	0.00	0.00	0.00	52.26	52.26	0.00
LDPE (#4) Plastic Films	10.04	10.04	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10.04	10.04	0.00
Styrofoam (#6) Plastic	0.34	0.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.34	0.34	0.00
Plastic Strapping	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Scrap Wood/Pallets	3.55	3.55	0.00	0.00	0.00	0.00	3.44	3.44	0.00	0.11	0.11	0.00
Scrap Metal	3.84	3.84	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.84	3.84	0.00
Electronic Wastes	1.15	1.15	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.15	1.15	0.00
Fluorescent Bulbs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Batteries	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Printer Toners	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Oil & Grease	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other/Nonrecyclable	56.85	56.85	0.00	0.00	0.00	0.00	0.00	0.00	0.00	56.85	56.85	0.00
Total	383.00	383.00	0.00	0.00	0.00	0.00	176.60	176.60	0.00	206.40	206.40	0.00
Percent Change (C ÷ A x 100)			0.0%			--			0.0%			0.0%

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

* Fill out these columns each year following the initial waste audit or baseline year to determine the progress that is being made by your waste reduction program.

Base year taken as 2018

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, however the College's Sustainability and Purchasing Departments attempt to purchase and/or use products and/or materials that consist of recycled and/or reused content whenever 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.

Signature of authorized official:

Title:

Date:

Appendix D

Sutherland Campus - Waste Reduction Work Plan Summary

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

Name of Owner and/or Operator of Entity(ies) and Company Name: Fleming College – Sutherland Campus			
Name of Contact Person:		Telephone #:	Email address:
Street Address(es) of Entity(ies): Sutherland Campus: 599 Brealey Dr			
Municipality: Sutherland Campus: Peterborough, Ontario			
Type of Entity (check one)			
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 THE ENTITY

Provide a brief overview of the entity(ties):
<p>Fleming College is an educational institution with approximately 6152 FTE students which satisfies Part X of Ontario Regulation 102/94 & 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. Fleming College 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. 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.	
Waste Category (as stated in Part V of your “Report of a Waste Audit”)	Source Separation and 3Rs Program
Mixed Containers (PET, HDPE, LDPE, PP, PS, Aluminum, Steel, Glass, Aseptic)	<p><u>“Mixed Recycling 3Rs Program”</u> <i>Reduce:</i> Staff/Students will be encouraged to bring reusable containers food/beverage containers for lunch and breaks. Fleming College will encourage suppliers to reduce the amount of polystyrene used to transport supplies. Fleming College will encourage suppliers to reduce the amount of plastic film and wrapping materials used to transport supplies. <i>Reuse:</i> Staff/Students will be encouraged to reuse plastic crates and totes wherever possible. <i>Recycle:</i> Staff/Students will be provided with recycling bins in high waste generating areas and food service areas for mixed containers. Staff/Students will be encouraged to place mixed containers in appropriate recycling bins with appropriate signage affixed to the receptacle. Receptacles will be 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, other recyclable papers)	<p><u>“Mixed Recycling 3Rs Program”</u> <i>Reduce:</i> Staff/Students will be encouraged to print on both sides of each piece of paper as well as not print when it is unnecessary. Staff/Students will be encouraged to take reading materials home with them after they are finished with them. Staff and students will be sent, via email, news sources that are available online opposed to purchasing paper copies of news. <i>Reuse:</i> Discarded paper with print only on one side will be used for note pads/scrap paper. Staff/Students will be encouraged to leave newspapers they are finished reading in common areas for others to read. <i>Recycle:</i> Staff/Students will be provided with instructions via email. Receptacles will be provided in each office, classroom and high waste generating areas. Staff/Students will be encouraged to place newsprint, fine paper, boxboard, magazines, molded papers, etc in appropriate recycling bins with appropriate signage affixed to the receptacle. Receptacles will be emptied on a regular basis before they become full into large roll away bins for collection as required.</p>
Confidential Papers	<p><u>“Confidential Paper 3Rs Program”</u> <i>Reduce:</i> None. <i>Reuse:</i> None. <i>Recycle:</i> Staff/Students will be reminded of the existing program. Receptacles will be provided in each designated area as required. Staff/Students will be encouraged to place all confidential paper in the designated consoles. Contactor will empty consoles appropriately for shredding and recycling as required.</p>
Cardboard	<p><u>“Cardboard 3Rs Program”</u> <i>Reduce:</i> Suppliers will be encouraged to make use of reusable containers for the shipment of supplies to Fleming College. <i>Reuse:</i> Cardboard boxes will be reused for shipments when appropriate. <i>Recycle:</i> Staff/Students will be reminded of the existing program. Cleaners will be trained on where to dispose of waste correctly.</p>
Paper Towels	No 3Rs Program
Organics	No 3Rs Program
Coffee Cups	No 3Rs Program
LDPE (#4) films, Styrofoam, Plastic Strapping	No 3Rs Program
Scrap Woods/ Wood Pallets	<p><u>“Scrap Woods/Wood Pallets 3Rs Program”</u> <i>Reduce:</i> Staff to monitor use of Pallet to eliminate/reduce broken pallets. <i>Reuse:</i> Staff will be reminded of the existing program. Staff/Students will be encouraged to</p>

	<i>use scrap wood before new wood is purchased for use at the University. <u>Recycle:</u> Staff will be reminded of scrap wood recycling program.</i>
Scrap Metals	<i><u>"Scrap Metals 3Rs Program"</u> <u>Reduce:</u> Fleming College will investigate through metal optimization study to insure steel is used with as little scrap generated as possible. <u>Reuse:</u> None. <u>Recycle:</u> Staff will be reminded of the existing program.</i>
Electronic Wastes	<i><u>"Electronic Wastes 3Rs Program"</u> <u>Reduce:</u> None. <u>Reuse:</u> Staff/students will be encouraged to reuse/donate electronic wastes if possible. <u>Recycle:</u> Staff/Students will be reminded of the existing program, continue collecting for proper recycling of waste materials.</i>
Bulbs & Ballasts	<i>No 3Rs Program</i>
Batteries	<i><u>"Batteries 3Rs Program"</u> <u>Reduce:</u> None. <u>Reuse:</u> None. <u>Recycle:</u> Staff/Students will be reminded of the existing program.</i>
Printer Toners	<i><u>"Printer Toners 3Rs Program"</u> <u>Reduce:</u> None. <u>Reuse:</u> Staff/Students will be reminded of the existing program. <u>Recycle:</u> Staff/Students will be reminded of the existing program.</i>
Oil & Grease	<i><u>"Oil & Grease 3Rs Program"</u> <u>Reduce:</u> None. <u>Reuse:</u> None. <u>Recycle:</u> Staff/Students will be reminded of the existing program.</i>

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 #

.../2

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
Mixed Recycling	<i>3Rs Program currently in place. Continual improvement to signage and additional promotional campaigns to be considered.</i>
Cardboard	<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>
Confidential Papers	<i>3Rs Program currently in place. Continual improvement to signage and additional promotional campaigns to be considered.</i>
Printer Toners	<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>

Batteries	<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>
Oil & Grease	<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 employees, customers, tenants, guests/visitors and students. Sustainability committee will review and develop a work plan to be posted on campus for staff and students. 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.

.../3

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	9.81	Mixed Recycling 3Rs Program			6.37	65%
HDPE (#2) Containers	0.14	Mixed Recycling 3Rs Program			0.09	65%
Polypropylene (#5) Containers	10.29	Mixed Recycling 3Rs Program			6.69	65%
Polystyrene (#6) Containers	4.69	Mixed Recycling 3Rs Program			3.05	65%
Glass food and beverage bottles/jars	1.14	Mixed Recycling 3Rs Program			0.74	65%
Aluminum food and beverage cans	1.08	Mixed Recycling 3Rs Program			0.70	65%
Steel food and beverage cans	0.00	Mixed Recycling 3Rs Program			0.00	65%
Gable Top Containers	4.73	Mixed Recycling 3Rs Program			3.07	65%
Aseptic Containers	0.09	Mixed Recycling 3Rs Program			0.06	65%
Fine paper	1.18	Mixed Recycling 3Rs Program			0.77	65%
Newsprint	0.00	Mixed Recycling 3Rs Program			0.00	65%
Boxboard shoe boxes, cereal boxes, etc.	14.89	Mixed Recycling 3Rs Program			9.68	65%
Glossy magazines, catalogues, flyers	21.65	Mixed Recycling 3Rs Program			14.07	65%
Cardboard	152.82	Cardboard 3Rs Program			151.29	99%
Paper towels	22.09	No 3Rs Program				NA
Coffee cups	10.38	No 3Rs Program				NA

Organics / Food Waste	52.26	No 3Rs Program				NA
LDPE (#4) plastic film	10.04	No 3Rs Program				NA
Styrofoam	0.34	No 3Rs Program				NA
Plastics Strapping	0.00	No 3Rs Program				NA
Scrap Woods	3.55	Scrap Woods/Pallets 3Rs Program			3.52	99%
Scrap Metals	3.84	Scrap Metals 3Rs Program			3.81	99%
Electronic Wastes	1.15	Electronic Wastes 3Rs Program			1.15	100%
Bulbs & Ballasts	0.00	No 3Rs Program			0.00	100%
Batteries	0.00	Batteries 3Rs Program			0.00	100%
Printer Toners	0.00	Printer Toners 3Rs Program			0.00	100%
Oil & Grease	0.00	Oil & Grease 3Rs Program			0.00	100%
Other / Non-Recyclable	56.85	No 3Rs Program				NA

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

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

I hereby certify that the information provided in this Waste Reduction Work Plan is complete and correct.		
Signature of authorized official:	Title:	Date:

Appendix E

Frost Campus - Waste Audit Summary

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

Name of Owner and/or Operator of Entity(ies) and Company Name: Fleming College – Frost Campus			
Name of Contact Person:	Telephone #:	Email address:	
Street Address(es) of Entity(ies): Frost Campus: 200 Albert St S			
Municipality: Frost Campus: Lindsay, Ontario			
Type of Entity (check one)			
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

<p>Provide a brief overview of the entity(ties):</p> <p>Fleming College is an educational institution with approximately 6152 FTE students which satisfies Part X of Ontario Regulation 102/94 & 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. Fleming College 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. 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.</i>
HDPE (#2) Containers	<i>Brought onto campus/generated on campus by staff/students.</i>
Polypropylene (#5) Containers	<i>Brought onto campus or generated on campus by staff/students.</i>
Polystyrene (#6) Containers	<i>Brought onto campus/generated on campus by staff/students.</i>
Glass food and beverage bottles/jars	<i>Brought onto campus or generated on campus by staff/students.</i>
Aluminum food and beverage cans	<i>Brought onto campus or generated on campus by staff/students.</i>
Steel food and beverage cans	<i>Brought onto campus or generated on campus by staff/students.</i>
Gable Top Containers	<i>Brought onto campus or generated on campus by staff/students.</i>
Aseptic Containers	<i>Brought onto campus or generated on campus by staff/students.</i>
Fine paper	<i>Brought onto campus or generated on campus by staff/students.</i>
Newsprint	<i>Brought onto campus or generated on campus by staff/students.</i>
Boxboard shoe boxes, cereal boxes, etc.	<i>Brought onto campus or generated on campus by staff/students.</i>
Glossy magazines, catalogues, flyers	<i>Brought onto campus or generated on campus by staff/students.</i>
Cardboard	<i>Brought onto campus, shipping/generated on campus by staff/students.</i>
Paper towels	<i>Generated by staff/students on campus</i>
Coffee cups	<i>Brought onto campus/generated on campus by staff/students.</i>
Organics / Food Waste	<i>Brought onto campus/generated on campus by staff/students.</i>
LDPE (#4) plastic film	<i>Brought onto campus/generated on campus by staff/students.</i>
Styrofoam	<i>Brought onto campus/generated on campus by staff/students.</i>
Plastics Strapping	<i>Generated by staff/students on campus</i>
Scrap Woods	<i>Generated by staff/students on campus</i>
Scrap Metals	<i>Generated by staff/students on campus</i>
Electronic Wastes	<i>Brought onto campus/generated on campus by staff/students.</i>
Bulbs & Ballasts	<i>Generated by staff/students on campus</i>
Batteries	<i>Brought onto campus/generated on campus by staff/students.</i>
Printer Toners	<i>Generated by staff/students on campus</i>
Oil & Grease	<i>Generated by staff/students on campus</i>
Other / Non-Recyclable	<i>Generated by staff/students 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	<i>Staff/Students may place in garbage</i>	<i>Staff/Students may place in recycling containers.</i>
HDPE (#2) Containers	<i>Staff/Students may place in garbage</i>	<i>Staff/Students may place in recycling containers.</i>
Polypropylene (#5) Containers	<i>Staff/Students may place in garbage</i>	<i>Staff/Students may place in recycling containers.</i>
Polystyrene (#6) Containers	<i>Staff/Students may place in garbage</i>	<i>Staff/Students may place in recycling containers.</i>
Glass food and beverage bottles/jars	<i>Staff/Students may place in garbage</i>	<i>Staff/Students may place in recycling containers.</i>
Aluminum food and beverage cans	<i>Staff/Students may place in garbage</i>	<i>Staff/Students may place in recycling containers.</i>
Steel food and beverage cans	<i>Staff/Students may place in garbage</i>	<i>Staff/Students may place in recycling containers.</i>
Gable Top Containers	<i>Staff/Students may place in garbage</i>	<i>Staff/Students may place in recycling containers.</i>
Aseptic Containers	<i>Staff/Students may place in garbage</i>	<i>Staff/Students may place in recycling containers.</i>
Fine paper	<i>Staff/Students may place in garbage</i>	<i>Staff/Students may place in recycling containers.</i>
Newsprint	<i>Staff/Students may place in garbage</i>	<i>Staff/Students may place in recycling containers.</i>
Boxboard shoe boxes, cereal boxes, etc.	<i>Staff/Students may place in garbage</i>	<i>Staff/Students may place in recycling containers.</i>
Glossy magazines, catalogues, flyers	<i>Staff/Students may place in garbage</i>	<i>Staff/Students may place in recycling containers.</i>
Cardboard	<i>Staff/Students may place in garbage</i>	<i>Staff/Students may place in recycling containers.</i>
Paper towels	<i>Staff/Students place in garbage</i>	<i>No 3Rs Program.</i>
Coffee cups	<i>Staff/Students place in garbage</i>	<i>No 3Rs Program.</i>
Organics / Food Waste	<i>Staff/Students place in garbage</i>	<i>No 3Rs Program.</i>
LDPE (#4) plastic film	<i>Staff/Students place in garbage</i>	<i>No 3Rs Program.</i>
Styrofoam	<i>Staff/Students place in garbage</i>	<i>No 3Rs Program.</i>
Plastics Strapping	<i>Staff/Students place in garbage</i>	<i>No 3Rs Program.</i>
Scrap Woods	<i>Staff/Students may place in garbage</i>	<i>Staff/Students may place in recycling containers.</i>
Scrap Metals	<i>Staff/Students may place in garbage</i>	<i>Staff/Students may place in recycling containers.</i>
Electronic Wastes	<i>Staff/Students may place in garbage</i>	<i>Staff/Students may place in recycling containers.</i>
Bulbs & Ballasts	<i>Staff/Students place in garbage</i>	<i>No 3Rs Program.</i>
Batteries	<i>Staff/Students may place in garbage</i>	<i>Staff/Students may place in recycling containers.</i>
Printer Toners	<i>Staff/Students may place in garbage</i>	<i>Staff/Students may place in recycling containers.</i>
Oil & Grease	<i>Staff may place in garbage</i>	<i>Staff may place in recycling containers.</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.

V. ESTIMATED QUANTITY OF WASTE PRODUCED

Frost Campus

Categories of Waste	Estimated Amount of Waste											
	Generated			Reduced/Reused			Recycled			Disposed		
	"A" Base Year	"B" Current Year	"C" * Change (B - A)	"A" Base Year	"B" Current Year	"C" * Change (B - A)	"A" Base Year	"B" Current Year	"C" * Change (B - A)	"A" Base Year	"B" Current Year	"C" * Change (B - A)
	Tonnes	Tonnes	Tonnes	Tonnes	Tonnes	Tonnes	Tonnes	Tonnes	Tonnes	Tonnes	Tonnes	Tonnes
PET (#1) plastic food and beverage bottles	2.74	2.74	0.00	0.00	0.00	0.00	1.56	1.56	0.00	1.17	1.17	0.00
HDPE (#2) Containers	0.21	0.21	0.00	0.00	0.00	0.00	0.21	0.21	0.00	0.00	0.00	0.00
Polypropylene (#5) Containers	3.34	3.34	0.00	0.00	0.00	0.00	0.32	0.32	0.00	3.02	3.02	0.00
Polystyrene (#6) Containers	1.91	1.91	0.00	0.00	0.00	0.00	0.32	0.32	0.00	1.59	1.59	0.00
Glass food and beverage bottles/jars	4.43	4.43	0.00	0.00	0.00	0.00	0.49	0.49	0.00	3.94	3.94	0.00
Aluminum food and beverage cans	0.38	0.38	0.00	0.00	0.00	0.00	0.38	0.38	0.00	0.00	0.00	0.00
Steel food and beverage cans	2.26	2.26	0.00	0.00	0.00	0.00	2.26	2.26	0.00	0.00	0.00	0.00
Gable Top/Milk Containers	1.76	1.76	0.00	0.00	0.00	0.00	0.26	0.26	0.00	1.51	1.51	0.00
Aseptic Containers	0.05	0.05	0.00	0.00	0.00	0.00	0.05	0.05	0.00	0.00	0.00	0.00
Fine paper	0.84	0.84	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.84	0.84	0.00
Newsprint	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Boxboard shoe boxes, cereal boxes, etc.	13.98	13.98	0.00	0.00	0.00	0.00	5.85	5.85	0.00	8.13	8.13	0.00
Glossy magazines, catalogues, flyers	2.18	2.18	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.18	2.18	0.00
Corrugated Cardboard	39.67	39.67	0.00	0.00	0.00	0.00	39.67	39.67	0.00	0.00	0.00	0.00
Paper Towels	4.61	4.61	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4.61	4.61	0.00
Coffee Cups	8.30	8.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8.30	8.30	0.00
Organics	14.92	14.92	0.00	0.00	0.00	0.00	0.00	0.00	0.00	14.92	14.92	0.00
LDPE (#4) Plastic Films	1.51	1.51	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.51	1.51	0.00
Styrofoam (#6) Plastic	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Plastic Strapping	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Scrap Wood/Pallets	20.74	20.74	0.00	0.00	0.00	0.00	20.74	20.74	0.00	0.00	0.00	0.00
Scrap Metal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Electronic Wastes	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fluorescent Bulbs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Batteries	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Printer Toners	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Oil & Grease	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other/Nonrecyclable	18.35	18.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00	18.35	18.35	0.00
Total	142.17	142.17	0.00	0.00	0.00	0.00	72.11	72.11	0.00	70.06	70.06	0.00
Percent Change (C ÷ A x 100)			0.0%			--			0.0%			0.0%

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

* Fill out these columns each year following the initial waste audit or baseline year to determine the progress that is being made by your waste reduction program.

Base year taken as 2018

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, however the College's Sustainability and Purchasing Departments attempt to purchase and/or use products and/or materials that consist of recycled and/or reused content whenever 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.

Signature of authorized official:

Title:

Date:

Appendix F

Frost Campus - Waste Reduction Work Plan Summary

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

Name of Owner and/or Operator of Entity(ies) and Company Name: Fleming College – Frost Campus			
Name of Contact Person:		Telephone #:	Email address:
Street Address(es) of Entity(ies): Frost Campus: 200 Albert St S			
Municipality: Frost Campus: Lindsay, Ontario			
Type of Entity (check one)			
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 THE ENTITY

Provide a brief overview of the entity(ties):
<p>Fleming College is an educational institution with approximately 6152 FTE students which satisfies Part X of Ontario Regulation 102/94 & 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. Fleming College 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. PLANS TO REDUCE, REUSE AND RECYCLE WASTE

<p>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.</p>	
Waste Category (as stated in Part V of your “Report of a Waste Audit”)	Source Separation and 3Rs Program
Mixed Containers (PET, HDPE, LDPE, PP, PS, Aluminum, Steel, Glass, Aseptic)	<p><u>“Mixed Recycling 3Rs Program”</u> <i>Reduce:</i> Staff/Students will be encouraged to bring reusable containers food/beverage containers for lunch and breaks. Fleming College will encourage suppliers to reduce the amount of polystyrene used to transport supplies. Fleming College will encourage suppliers to reduce the amount of plastic film and wrapping materials used to transport supplies. <i>Reuse:</i> Staff/Students will be encouraged to reuse plastic crates and totes wherever possible. <i>Recycle:</i> Staff/Students will be provided with recycling bins in high waste generating areas and food service areas for mixed containers. Staff/Students will be encouraged to place mixed containers in appropriate recycling bins with appropriate signage affixed to the receptacle. Receptacles will be 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, other recyclable papers)	<p><u>“Mixed Recycling 3Rs Program”</u> <i>Reduce:</i> Staff/Students will be encouraged to print on both sides of each piece of paper as well as not print when it is unnecessary. Staff/Students will be encouraged to take reading materials home with them after they are finished with them. Staff and students will be sent, via email, news sources that are available online opposed to purchasing paper copies of news. <i>Reuse:</i> Discarded paper with print only on one side will be used for note pads/scrap paper. Staff/Students will be encouraged to leave newspapers they are finished reading in common areas for others to read. <i>Recycle:</i> Staff/Students will be provided with instructions via email. Receptacles will be provided in each office, classroom and high waste generating areas. Staff/Students will be encouraged to place newsprint, fine paper, boxboard, magazines, molded papers, etc in appropriate recycling bins with appropriate signage affixed to the receptacle. Receptacles will be emptied on a regular basis before they become full into large roll away bins for collection as required.</p>
Confidential Papers	<p><u>“Confidential Paper 3Rs Program”</u> <i>Reduce:</i> None. <i>Reuse:</i> None. <i>Recycle:</i> Staff/Students will be reminded of the existing program. Receptacles will be provided in each designated area as required. Staff/Students will be encouraged to place all confidential paper in the designated consoles. Contactor will empty consoles appropriately for shredding and recycling as required.</p>
Cardboard	<p><u>“Cardboard 3Rs Program”</u> <i>Reduce:</i> Suppliers will be encouraged to make use of reusable containers for the shipment of supplies to Fleming College. <i>Reuse:</i> Cardboard boxes will be reused for shipments when appropriate. <i>Recycle:</i> Staff/Students will be reminded of the existing program. Cleaners will be trained on where to dispose of waste correctly.</p>
Paper Towels	No 3Rs Program
Organics	No 3Rs Program
Coffee Cups	No 3Rs Program
LDPE (#4) films, Styrofoam, Plastic Strapping	No 3Rs Program
Scrap Woods/ Wood Pallets	<p><u>“Scrap Woods/Wood Pallets 3Rs Program”</u> <i>Reduce:</i> Staff to monitor use of Pallet to eliminate/reduce broken pallets. <i>Reuse:</i> Staff will be reminded of the existing program. Staff/Students will be encouraged to</p>

	<i>use scrap wood before new wood is purchased for use at the University. <u>Recycle:</u> Staff will be reminded of scrap wood recycling program.</i>
Scrap Metals	<i><u>"Scrap Metals 3Rs Program"</u> <u>Reduce:</u> Fleming College will investigate through metal optimization study to insure steel is used with as little scrap generated as possible. <u>Reuse:</u> None. <u>Recycle:</u> Staff will be reminded of the existing program.</i>
Electronic Wastes	<i><u>"Electronic Wastes 3Rs Program"</u> <u>Reduce:</u> None. <u>Reuse:</u> Staff/students will be encouraged to reuse/donate electronic wastes if possible. <u>Recycle:</u> Staff/Students will be reminded of the existing program, continue collecting for proper recycling of waste materials.</i>
Bulbs & Ballasts	<i>No 3Rs Program</i>
Batteries	<i><u>"Batteries 3Rs Program"</u> <u>Reduce:</u> None. <u>Reuse:</u> None. <u>Recycle:</u> Staff/Students will be reminded of the existing program.</i>
Printer Toners	<i><u>"Printer Toners 3Rs Program"</u> <u>Reduce:</u> None. <u>Reuse:</u> Staff/Students will be reminded of the existing program. <u>Recycle:</u> Staff/Students will be reminded of the existing program.</i>
Oil & Grease	<i><u>"Oil & Grease 3Rs Program"</u> <u>Reduce:</u> None. <u>Reuse:</u> None. <u>Recycle:</u> Staff/Students will be reminded of the existing program.</i>

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 #

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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
Mixed Recycling	<i>3Rs Program currently in place. Continual improvement to signage and additional promotional campaigns to be considered.</i>
Cardboard	<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>
Confidential Papers	<i>3Rs Program currently in place. Continual improvement to signage and additional promotional campaigns to be considered.</i>
Printer Toners	<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>

Batteries	<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>
Oil & Grease	<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 employees, customers, tenants, guests/visitors and students. Sustainability committee will review and develop a work plan to be posted on campus for staff and students. 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	2.74	Mixed Recycling 3Rs Program			1.78	65%
HDPE (#2) Containers	0.21	Mixed Recycling 3Rs Program			0.14	65%
Polypropylene (#5) Containers	3.34	Mixed Recycling 3Rs Program			2.17	65%
Polystyrene (#6) Containers	1.91	Mixed Recycling 3Rs Program			1.24	65%
Glass food and beverage bottles/jars	4.43	Mixed Recycling 3Rs Program			2.88	65%
Aluminum food and beverage cans	0.38	Mixed Recycling 3Rs Program			0.25	65%
Steel food and beverage cans	2.26	Mixed Recycling 3Rs Program			1.47	65%
Gable Top Containers	1.76	Mixed Recycling 3Rs Program			1.15	65%
Aseptic Containers	0.05	Mixed Recycling 3Rs Program			0.03	65%
Fine paper	0.84	Mixed Recycling 3Rs Program			0.54	65%
Newsprint	0.00	Mixed Recycling 3Rs Program			0.00	65%
Boxboard shoe boxes, cereal boxes, etc.	13.98	Mixed Recycling 3Rs Program			9.09	65%
Glossy magazines, catalogues, flyers	2.18	Mixed Recycling 3Rs Program			1.42	65%
Cardboard	39.67	Cardboard 3Rs Program			39.28	99%
Paper towels	4.61	No 3Rs Program				NA
Coffee cups	8.30	No 3Rs Program				NA

Organics / Food Waste	14.92	No 3Rs Program				NA
LDPE (#4) plastic film	1.51	No 3Rs Program				NA
Styrofoam	0.00	No 3Rs Program				NA
Plastics Strapping	0.00	No 3Rs Program				NA
Scrap Woods	20.74	Scrap Woods/Pallets 3Rs Program			20.53	99%
Scrap Metals	0.00	Scrap Metals 3Rs Program			0.00	99%
Electronic Wastes	0.00	Electronic Wastes 3Rs Program			0.00	100%
Bulbs & Ballasts	0.00	No 3Rs Program			0.00	100%
Batteries	0.00	Batteries 3Rs Program			0.00	100%
Printer Toners	0.00	Printer Toners 3Rs Program			0.00	100%
Oil & Grease	0.00	Oil & Grease 3Rs Program			0.00	100%
Other / Non-Recyclable	18.35	No 3Rs Program				NA

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

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

I hereby certify that the information provided in this Waste Reduction Work Plan is complete and correct.		
Signature of authorized official:	Title:	Date: