

**SOLID WASTE - BUSINESS RECYCLING CHECKLIST**

*CT DEEP Inspectors use this form during their Inspections to assess compliance with the Recycling law, in accordance with Section 22a-241b of the Connecticut General Statutes.*

Name of Facility/Site:	Type of Facility/Site:
Address and Town:	
Date of Inspection:	Type of Inspection:
Name and Title of Inspector:	
Name and Title of Site Contact:	
Phone Number of Contact:	Email Address of Contact:
Name and Title of person assigned to <u>manage</u> the company's solid waste and recycling efforts (if not the Site Contact):	

1. Is there evidence of an established recycling program? **Yes**\_\_\_\_\_ **No**\_\_\_\_\_
  
2. Are separate containers provided for trash and recyclable materials within the facility (manufacturing & maintenance areas, office areas near desks, copy machines and lunch room/cafeteria)? **Yes**\_\_\_\_\_ **No**\_\_\_\_\_
  
3. Are there sufficient containers at the "back of the building" to collect Designated Recyclable Items separately from trash? **Yes**\_\_\_\_\_ **No**\_\_\_\_\_
 

Focus on the containers used to collect materials for pick-up by haulers (e.g., dumpsters, 96-gallon wheeled cart). Note that one bin designated for cardboard only (and no bins for other recyclables) does not meet the law. NOTE: If "**No**" to this question, take photo(s) of the "back of the building" area where trash is collected by haulers.
  
4. Is there more than an incidental or inadvertent amount of clean Designated Recyclable Items visible in the trash container (dumpster or wheeled cart)? **Yes**\_\_\_\_\_ **No**\_\_\_\_\_
 

Designated Recyclables most commonly found at business settings include Corrugated Cardboard, Boxboard, Newspaper, Magazines, White & Colored Office Paper, and food containers made of Glass, Metal & Plastic (#1 and #2). NOTE: If "**Yes**", take photo(s) of the Designated Recyclable Items in the trash container(s).
  
5. Are there solid waste and recycling collection contract(s)? **Yes**\_\_\_\_\_ **No**\_\_\_\_\_
  
6. Name of trash hauler: \_\_\_\_\_
  
7. Does the trash hauler provide recycling services? **Yes**\_\_\_\_\_ **No**\_\_\_\_\_
 

If no, provide name of contracted recycling hauler: \_\_\_\_\_
  
8. Exit Interview conducted? **Yes**\_\_\_\_\_ **No**\_\_\_\_\_ Inspector Comments: \_\_\_\_\_
  
- \_\_\_\_\_
- \_\_\_\_\_

**Materials generally accepted in Single Stream Recycling programs**

Designated (mandated) recyclables			Non-designated recyclables		
Generated	Recycled		Generated	Recycled	
		Corrugated Cardboard			Plastic containers (#3 - #7)
		Boxboard (e.g., cereal boxes)			Discarded mail/catalogs
		White & colored paper			Phone books
		Newspaper			Paper beverage containers (e.g., milk cartons)
		Magazines			Paperback books
		Glass/Metal food & beverage containers			Empty aerosol cans (no paint, pesticides or other hazardous wastes)
		Plastic containers (PET #1 and HDPE #2)			File folders

**Designated Recyclables Items that are not accepted in Single Stream programs, but must be collected separately for recycling (and/or are banned from disposal as trash)**

Generated	Recycled	
		Scrap Metal (incl. appliances)
		Ni-Cd rechargeable batteries
		Lead-acid batteries (from vehicles)
		Used oil (e.g., crankcase oil)
		Residential Covered Electronic Devices (TVs, monitors, computers & printers)
		Grass
		Leaves
		Source-Separated Organic Material (SSOM, or food waste) from large commercial generators

**Other items that are not accepted in Single Stream recycling programs, but can/should be recycled**

Generated	Recycled	
		Paint
		Mattresses
		Mercury thermostats
		Textiles (e.g., clothing, blankets, towels, etc)
		Clean plastic film (e.g., plastic bags from grocers, newspapers and dry cleaners, bubble wrap, etc)
		Plastic boat wrap
		Other electronic waste (e.g., cell phones, small tablets, etc)
		Fluorescent lamps, CFL bulbs
		Organics (food waste, yard debris)
		Propane tanks
		Pallets
		Alkaline batteries
		Toner cartridges
		Antifreeze
		Used oil filters
		Other plastic

Attach all photographs, copies of contracts and additional comments, indicating any potential recycling enforcement action.

**Date:** \_\_\_\_\_ **Inspector Signature:** \_\_\_\_\_

## **RECYCLING REQUIREMENT OVERVIEW:**

*By law in Connecticut, every person including residential, business, industrial, commercial and institutional entities must collect **Designated Recyclable Items** separately from other solid waste (i.e. trash). Once collected separately, Designated Recyclable Items cannot be mixed in with trash. No person or entity is allowed to collect or mix trash and designated recyclables in the same container.*

*When a business contracts for trash disposal, the selected hauler must also provide for collection of Designated Recyclable Items, unless the business has a separate contract with a different hauler for collection of Designated Recyclable Items.*

*Use of one bin/dumpster for consolidation of both Designated Recyclable Items and trash is a violation of state statute [CGS 22a-241b(c) & (d)].*

*Also, if a business recycles cardboard only and no other Designated Recyclables Items, that does not fulfill the requirements of the law.*

*In Connecticut, many recyclable items (both designated and other) are collected via "**Single Stream**" programs. Single stream (also known as "commingled" or "mixed") recycling refers to a collection system that **mixes multiple recyclable items together in one bin** at the point of collection and in the collection truck. Single Stream does NOT mean the consolidation of recyclable items and trash.*