

Assessing Business Waste



Richmond's Business Recycling Resources Program provides support to help businesses increase recycling and manage their waste.

Assessing business waste is an essential step towards identifying options to increase recycling and reduce waste going to the landfill. This assessment is based on waste audit results, which means it is important to complete a waste audit first.

Waste audits calculate the types of waste generated and help to determine the amount of waste being diverted from the landfill through recycling and waste reduction initiatives.

If you have not yet completed a waste audit, the Business Resources Recycling Program includes two easy-to-use tools to calculate waste: the Waste Composition Calculator and the Waste Diversion Calculator. There is also a *Selecting & Using a Waste Audit Tool* guide with information and step-by-step instructions for using the calculators.

Your waste hauler can also provide you with information about the types of waste your business generates.

WASTE ASSESSMENT AND PLANNING PROCESS AND RESOURCES

1 Complete waste audit

- Toolkit guide: *Selecting & Using a Waste Audit Tool*
- Online resources:
 - Waste Composition Calculator
 - Waste Diversion Calculator

2 Assess business waste

- Toolkit guide: *Assessing Business Waste*

Current
step

3 Create a Recycling & Waste Reduction Plan

- Toolkit guides:
 - *Tips to Reduce, Reuse & Refill*
 - *Creating a Recycling & Waste Reduction Plan*

Free customized coaching and support available at any step

The Business Recycling Resources team is available to help, including site visits, assistance with waste audits and support for developing a Recycling & Waste Reduction Plan.



Resources in this document and other information:
richmond.ca/BusinessRecycling



Assessing Your Waste Composition

With the information from your waste composition audit, your business can ask two important questions:

1. WHAT IS THE MOST COMMON RECYCLABLE FOUND IN YOUR GARBAGE?

If your waste composition study has revealed that recyclable or banned materials are in your garbage, now is the time to make a plan to recycle those items correctly.

! If banned materials are found in the garbage at Metro Vancouver disposal facilities, fines can be applied to the affected loads and these costs can be passed down to individual businesses.

Recycling options for banned materials

These materials are not permitted in the garbage in Richmond (as a member municipality of Metro Vancouver). Your business must have a plan to dispose of these items, including using recycling depots or contracting a private waste hauler service for collection.

Banned Item	Recycling Options	Banned Item	Recycling Options
Beverage containers 	Return-It depots	Polystyrene (Styrofoam™) packaging 	Richmond Recycling Depot*
Clean wood 	Ecowaste Industries	Food waste 	Contracted waste hauler
Containers: glass, metal or recyclable plastic 	Richmond Recycling Depot* or contracted waste hauler	Green waste 	Richmond Recycling Depot* or contracted waste hauler
Corrugated cardboard 	Richmond Recycling Depot* or contracted waste hauler	Recyclable paper 	Richmond Recycling Depot* or contracted waste hauler

* See richmond.ca/depot for quantities and fees.

Opportunities to increase recycling

In recent years, there have been several new programs introduced to increase recycling. Many of the materials generated by your business can be included in recycling collection programs, which are negotiated with your waste hauler. There are also programs in place to provide drop-off options.

The table to the right includes examples of recyclable materials that are often found in the garbage, but can be recycled.

For more information about how to recycle and divert waste from the landfill, see the *Bylaws, Bans & Your Business* and *Creating a Recycling and Waste Reduction Plan* sections of the Toolkit.

Recyclable Item	Recycling Options
Flexible plastic 	Richmond Recycling Depot* or contracted waste hauler
Glass jars/containers 	Richmond Recycling Depot*
Scrap metal 	Richmond Recycling Depot*
Electronics/computers 	Richmond Recycling Depot*

* See richmond.ca/depot for quantities and fees.

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2. HOW CAN I REDUCE THE AMOUNT OF WASTE MY BUSINESS GENERATES?

Not all materials are recyclable; however, there are still opportunities to reduce the amount of garbage generated by your business. Using the data from your waste audit, you may be able to identify opportunities to make changes to your operations and purchasing to reduce the amount of garbage waste generated.





Rethinking your waste

While recycling is important, there are also opportunities to reduce waste overall by reusing or repurposing products.

The table to the right includes examples of how businesses can reduce waste.

Review the *Reuse, Refill & Rethink Waste Toolkit* section for ideas on how to prevent and rethink waste.

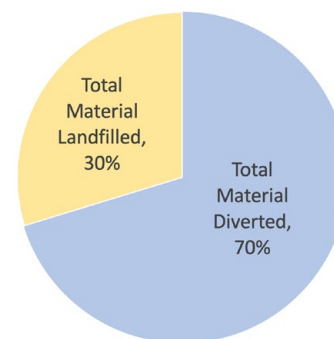
Reusable Item	Rethink
Dishware 	Donate to a local charity
Tools or machinery 	Repair rather than buying new
Soap or cleaning solutions 	Refill your own container to minimize single-use containers



Assessing Your Waste Diversion

Now that you have calculated your business' waste diversion, you can see the amount of waste your business generates and what percentage is being diverted from the landfill through recycling, composting, reuse and repurposing.

WASTE DIVERSION = RECYCLE + REUSE + REPURPOSING



Sample pie chart using the Waste Diversion Calculator.

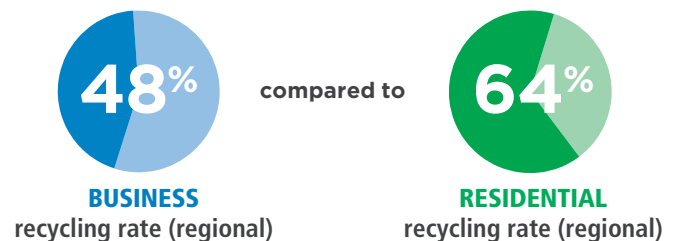
WHAT DO I USE MY WASTE DIVERSION RATE FOR?

Your waste diversion rate is the starting point for creating a plan to generate less waste and keep waste out of the landfill.

You can use your waste diversion rate to:

- Set a goal to increase your waste diversion over a set amount of time (the calculator provides you with a year to year comparison).
- Share your waste diversion rate with your customers.
- Compare your waste diversion rate (recycling rate) to the regional waste diversion rate.

According to data provided by Metro Vancouver*, the regional commercial recycling rate of 48% is behind the overall regional recycling rate of 64%. In comparison, Richmond residents with curbside collection recycle close to 80% of their household waste.



* Metro Vancouver 2021 Biennial Report: Integrated Solid Waste and Resource Management Plan

Resources in this document and other information:
richmond.ca/BusinessRecycling



Next Steps

With an assessment of your waste complete, you can now look at creating a Recycling & Waste Reduction Plan for your business. Visit the Business Recycling Resources Program online for resources and support.



BUSINESS RECYCLING RESOURCES PROGRAM – WE'RE HERE TO HELP

Working together to increase business recycling

Richmond's free Business Recycling Resources Program provides an extra level of support to help businesses increase recycling and manage their waste.

ACCESS FREE RESOURCES INCLUDING:

- Customized training and coaching
- In-person and virtual workshops
- Advice on how to develop a Recycling & Waste Reduction Plan
- Support in implementing sustainable waste management practices
- Tips on how to recycle correctly and reduce contamination
- Assistance in completing a waste audit



REGISTER YOUR BUSINESS TODAY

Email BusinessRecycling@richmond.ca

Phone 604-276-4010

richmond.ca/BusinessRecycling