Use the Business Waste ✓ Up to help your business comply with CA recycling laws and regulations. Check on every item in order to create the optimal program to reduce, reuse and recycle.

**RECYCLE**

☐ Does your business generate 4 cubic yards or more of solid waste per week?

If ✓, per AB341 your business must have a recycling program or subscribe to recycling services through their waste hauler. Effective 1/1/19, your business must also follow AB1826 requirements.

☐ Does your business generate 4 cubic yards or more of organic waste per week?

If ✓, per AB1826, your business must have an organics recycling program or subscribe to recycling services through their waste hauler for the following types of organic matter:

- Food Waste
- Food Soiled Paper
- Green Waste
- Nonhazardous Wood Waste
- Landscape/Pruning Waste

**Name of Waste Hauler:**

For a list of haulers, check www.rcwaste.org/disposal/hauler

Do they offer Recycling Service? ☐ Do they offer Organic Recycling Service? ☐

If ✓, contact the Waste Hauler to get a quote on services. If NO, start a recycling program, self-haul your recyclables and manage your organic waste. Start by considering one of the following:

- Can you collect and haul your own?
  - Collect your own recyclable materials and self-haul to a local recycling center. Use the money collected as a fundraiser for employee functions or kitchen items.

- Can you use a paper shredding service?
  - Hire a paper shredding service to install paper shredders in your workplace. Pick up and recycling of the paper is part of the service provided.

- Can you donate extra food to a food bank?
  - Do you offer food services for your employees or order catered food for meetings and events? Don’t waste, donate to your local hunger organization.

- Can you start composting organic waste?
  - If you have landscaping waste, start a compost pile. Or if you have food waste, start a vermicomposting bin. Then find space for your employees to start a garden.

For more help or if you would like to request a FREE Waste ✓ Up on site by a Recycling Specialist, contact us at 951-486-3200 or send an email to: waste-compostingrecycling@rivco.org
Before you recycle or send to the landfill, ✔ how to reduce in the first place.

**Paper:**
- Do you always make two sided copies? ☐
- Do you print only when you absolutely must have a hard copy? ☐
- Do you only print the pages you need? ☐

**Ink:**
- Do you refrain from utilizing busy backgrounds on your presentations and marketing materials? ☐
- Do you proof read and edit on the screen? ☐

**Office Supplies:**
- Do you order as you need it rather than order supplies that may never be used? ☐
- Do you purchase goods made from recycled materials? ☐
- Do you try to repair items before buying new? ☐

**Packaging/Shipping:**
- Are you using the least amount of materials to safely ship your products/packages? ☐
- Are you using recyclable materials to safely ship your products/packages? ☐
- Do you buy items with less packaging? ☐

After your reduce, ✔ how to reuse before you recycle or send it to the landfill.

**Paper:**
- Do you use discarded paper as scrap paper so you use both sides before recycling? ☐
- Can you cut old letterhead or other outdated stationery into scrap paper? ☐

**Office Supplies/Equipment:**
- Are you reusing folders, binders, envelopes and hanging files? ☐
- Are you repairing or donating old furniture? ☐

**Kitchen/Break Room:**
- Can you buy plates, glasses and cups to wash and reuse rather than materials that need to be recycled or put into the landfill? ☐
- Can you compost food scraps for an outdoor garden? ☐

**Packaging/Shipping:**
- Are you reusing packaging materials (bubble wrap, styrofoam popcorn) for your packing and shipping needs? ☐
- Can you use shredded paper for packing material? ☐

**Resources**

Info about AB 341: www.calrecycle.ca.gov/recycle/commercial/
Info about AB 1826: www.calrecycle.ca.gov/recycle/commercial/organics/
Info about Organics Waste Management: www.calrecycle.ca.gov/organics/#
Info about Recycling for Businesses: www.rcwaste.org/business/recycling

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