

May 11, 2006

TO: Members of the Facility and Plan Review Subcommittee
Los Angeles County Solid Waste Management Committee/
Integrated Waste Management Task Force

FROM: Martin Aiyetiwa MA
Staff

CONSOLIDATION OF SOLID WASTE DISPOSAL REPORTING FORMS

On January 1, 2006, the California Integrate Waste Management Board's Disposal Reporting System and Adjustment Method regulations became effective. The new regulations, among other things, specified new reporting requirements for waste haulers, transfer stations/non-disposal facility operators, landfills, and transformation facility operators.

In particular, transfer stations/non-disposal facility operators must now document all loads received and processed by jurisdiction of origin and by material type (based on daily tracking), and upon request, provide that information to the affected jurisdictions. At the behest of the Task Force, a similar requirement has been in effect in Los Angeles County since January 1, 2000. For example, transfer stations/non-disposal facility operators (voluntarily):

- Conduct daily waste origin surveys for each incoming load
- Prepare monthly solid waste monitoring reports
- Submit the reports on a quarterly basis to the Los Angeles County Department of Public Works

To assist transfer stations/non-disposal facility operators, the Los Angeles County Department of Public Works has recently updated the monthly solid waste monitoring reports to comply with the new regulations (See Attachment B). Furthermore, to streamline the inputting and receipt of information, reduce the errors associated with transferring information through hardcopy, and reduce paper waste, Public Works is currently developing a comprehensive Internet based system to give transfer stations/non-disposal facility operators the option of submitting the information via the Internet. The Internet based system is scheduled to "Go Live" on October 1, 2006.

Accordingly, staff requests the Task Force consider and approve the updated monthly solid waste monitoring forms (Attachment B); and, forward a letter to all cities and transfer stations/non-disposal facility operators in Los Angeles County informing them of the updated forms and the option of submitting and obtaining the information over the Internet, respectively.

Recommendations

Based on the foregoing, staff recommends the Task Force:

1. Direct staff to replace all existing Task Force solid waste monitoring and reporting forms enclosed in Attachment A with the updated forms enclosed in Attachment B.
2. Direct staff to prepare and send a letter to all transfer stations/non-disposal facility operators in Los Angeles County requesting they utilize the new forms enclosed in Attachment B effective immediately. The letter should also inform transfer station/non-disposal facility operators that they have the option of submitting the information via the Internet beginning October 1, 2006 and that they are encouraged to do so.
3. Direct staff to prepare and send a letter to all cities in Los Angeles County informing them that, beginning October 1, 2006, the monthly solid waste monitoring information from transfer stations/non-disposal facility operators will be transmitted to them via the Internet.
4. Direct staff to conduct training sessions for transfer stations/non-disposal facility operators and city representatives to learn how to fill out the updated solid waste reporting forms and utilize the Internet based system.

MA:

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Attach.

ATTACHMENT A

LOS ANGELES COUNTY SOLID WASTE MANAGEMENT COMMITTEE/
INTEGRATED WASTE MANAGEMENT TASK FORCE
MONTHLY MONITORING AND REPORTING FORM¹
LAND DISPOSAL FACILITY

NAME OF FACILITY:		
ADDRESS OF FACILITY:		
REPORTING PERIOD (MONTH/YEAR):	NUMBER OF OPERATING DAYS/WEEK:	
NAME OF JURISDICTION ² :		
<p>On a biannual basis, please complete the attached form identifying incoming wastestream over a one week period during the month of March and September (Due March 31, and September 30, of every year).</p>		
ESTIMATED INCOMING WASTE IN TONS AND CUBIC YARDS BY EACH JURISDICTION ² OF ORIGIN:		
<u>SOURCE</u>	<u>TONS</u>	<u>CUBIC YARDS</u>
Residential.....	_____	_____
Commercial.....	_____	_____
Industrial.....	_____	_____
Self-Haul.....	_____	_____
Demolition/Construction.....	_____	_____
Other (specify).....	_____	_____
TOTAL.....	_____	_____
ESTIMATED INCOMING WASTE IN TONS AND CUBIC YARDS USED FOR ALTERNATIVE DAILY COVER:		
	<u>TONS</u>	<u>CUBIC YARDS</u>
Contaminated Soil.....	_____	_____
Green Waste.....	_____	_____
Fixated Sewage Sludge.....	_____	_____
Demolition/Construction.....	_____	_____
Other (specify).....	_____	_____
QUANTITY OF WASTE SEPARATED AND USED ON-SITE FOR OTHER DISPOSAL PURPOSES (TONS).....		
QUANTITY OF WASTE SEPARATED AND SHIPPED OFF-SITE FOR REUSE (TONS).....		
CAPACITY:		
	<u>TONS</u>	<u>CUBIC YARDS</u>
Current operating daily capacity.....	_____	_____
Maximum permitted ³ daily capacity.....	_____	_____
Projected permitted ³ remaining capacity.....	_____	_____
Permitted ³ remaining years of operation.....	_____	_____
DENSITY OF FILL USED AS CONVERSION FACTOR:		
REPORT SUBMITTED BY:		
TITLE:	PHONE:	DATE:

- Note:**
- 1 Monitoring/reporting forms submitted to other agencies which contain the information required in this form may be submitted in lieu of this.
 - 2 A Jurisdiction means political territory like city or county (for the unincorporated areas) within Los Angeles County, and any other city or county outside Los Angeles County.
 - 3 Permitted capacity means that volume in cubic yards or weight in tons allowed in the Solid Waste Facilities Permit issued by the Local Enforcement Agency and concurred by the California Integrated Waste Management Board (formerly the California Waste Management Board). If none, please so state.

MONTHLY SOLID WASTE MONITORING AND REPORTING FORM¹
MATERIALS RECOVERY/TRANSFER FACILITY

COMPANY NAME _____
 ADDRESS _____
 SWIS NUMBER _____
 REPORTING PERIOD (MONTH/YR) _____
 NUMBER OF OPERATING DAYS IN THE MONTH IN WHICH WASTE WAS RECEIVED _____

MONTHLY WASTE QUANTITIES					
INCOMING WASTE (IN TONS) BY SOURCE OF ORIGIN:					
<u>SOURCE</u>	<u>WASTE QUANTITY</u>				
RESIDENTIAL	_____				
COMMERCIAL	_____				
INDUSTRIAL	_____				
OTHER (PLEASE SPECIFY)	_____				
TOTAL	_____				
RECYCLING/SALVAGING PROGRAM (IF APPLICABLE)					
CATEGORY	DIVERSION QUANTITY (TONS) PER MONTH				
	RESIDENTIAL	COMMERCIAL	INDUSTRIAL	OTHER	TOTAL
PAPER					
PLASTICS					
GLASS					
METALS					
YARD/GREEN WASTE					
OTHER ORGANICS ²					
OTHER WASTES ²					
SPECIAL WASTES ²					
TOTAL					
UTILITIES: _____ TOTAL QUANTITY (TONS) OF HOUSEHOLD HAZARDOUS WASTE SHIPPED TO DISPOSAL FACILITIES: _____ _____					
TITLE: _____ PHONE: _____ DATE: _____					
COMMENTS:					

NOTES: 1 Monitoring/reporting forms submitted to other agencies which contain the information required in this form may be submitted in lieu of this.

2 The waste types within the "Other Organics", "Other Wastes" and "Special Wastes" categories are provided below.

"Other Organics" -- food waste, tires and rubber products, wood wastes, agricultural crop residues, manure, textiles and leather, and other miscellaneous organics.

"Other Wastes" -- inert solids (including rock, concrete, brick, sand, soil, fines, asphalt, sheetrock)

"Special Wastes" -- ash, sewage sludge, industrial sludge, asbestos, auto shredder waste, and

**LOS ANGELES COUNTY SOLID WASTE MANAGEMENT COMMITTEE/
INTEGRATED WASTE MANAGEMENT TASK FORCE
MONTHLY SOLID WASTE MONITORING AND REPORTING FORM¹
NONDISPOSAL FACILITY**

COMPANY NAME _____
ADDRESS _____
PHONE NUMBER _____
CONTACT PERSON _____

JURISDICTION² NAME _____
REPORTING PERIOD (MONTH/YR) _____

AVERAGE QUANTITY OF WASTE PROCESSED PER DAY: _____

CATEGORY	MATERIAL TYPE	DIVERSION/SALVAGED (TONS)				INCOMING WASTE IN TONS BY JURISDICTION ¹ OF ORIGIN FOR EACH JURISDICTION ² :
		RESIDENTIAL	COMMERCIAL	INDUSTRIAL	OTHER	
PAPER	CORRUGATED CONTAINERS					WASTE QUANTITY Residential _____ Industrial _____ Commercial _____ Self haul _____ Other (please specify) _____ TOTALS: _____
	MIXED PAPER					
	NEWSPAPER					
	HIGH GRADE LEDGER					
	OTHER PAPER					
PLASTICS	HIGH-DENSITY POLYETHYLENE (HDPE)					RECYCLING PROGRAM TOTAL DIVERTED/SALVAGED MATERIAL IN TONS FOR THE SAME TIME PERIOD TOTALS: _____
	POLYETHYLENE TEREPHTHALATE (PET)					
	FILM PLASTICS					
	OTHER PLASTICS					
	REFILLABLE BEVERAGE GLASS					
GLASS	CALIFORNIA REDEMPTION VALUE GLASS					TOTAL QUANTITY (TONS) SHIPPED TO LANDFILL: _____
	OTHER RECYCLABLE GLASS					
	OTHER NON-RECYCLABLE GLASS					
	ALUMINUM CANS					
	BI-METAL CONTAINERS AND TIN CANS					
METALS	FERROUS METALS					LANDFILLS USED: _____ _____ _____
	NON-FERROUS METALS INCL. ALUMINUM SCRAP					
	WHITE GOODS					
	LEAVES, GRASS, PRUNINGS					
	FOOD WASTES					
YARD WASTE	TIRES & RUBBER PRODUCTS					REPORT SUBMITTED BY: _____ TITLE: _____ PHONE: _____ DATE: _____
	WOOD WASTES					
	AGRICULTURAL CROP RESIDUES					
	MANURE					
	TEXTILES & LEATHER					
OTHER ORGANICS	INERT SOLIDS (CONCRETE, BRICK, SAND)					Note: ¹ Monitoring/reporting forms submitted to other agencies which contain the information required in this form may be submitted in lieu of this. ² A jurisdiction is a political boundary like City or County (unincorporated area.) ³ Household hazardous wastes may be reported by weight or volume. ⁴ Construction and Demolition wastes may include inert solids. COMMENTS _____
	HOUSEHOLD HAZARDOUS WASTES ³					
	ASH					
	SEWAGE SLUDGE					
	INDUSTRIAL SLUDGE					
OTHER WASTE	ASBESTOS					
	AUTO SHREDDER WASTE					
	AUTO BODIES					
	OTHER SPECIAL WASTES					
	CONSTRUCTION AND DEMOLITION DEBRIS					
SPECIAL WASTE	TYPE A INERT DEBRIS					
	TYPE B INERT DEBRIS					
	TOTAL					

ATTACHMENT B



**DISPOSAL QUANTITY REPORTING SYSTEM
FOR USE BY SOLID WASTE STATION AND NON-DISPOSAL FACILITY OPERATORS
ORIGIN SURVEY**

Reporting Month and Year: _____

Station Name: _____ Station SWIS No.: _____

Station Address: _____

Station Contact Person: _____ Signature: _____

Phone No.: _____ - _____ - _____

Frequency of Survey (Check one only):

Methods used to determine jurisdiction of origin:

- ☐ origin obtained from hauling company records
- ☐ origin obtained from haulers at gatehouse
- ☐ origin obtained from other facility operators
- ☐ other _____

C=City U=County Unincorporated Area (Indicate one)

[illegible]

1. This form should be used by all Solid Waste Station and Non-disposal Facility owners/operators operating in Los Angeles County.

2. No later than four weeks after the end of each calendar quarter, the Solid Waste Station and Non-disposal Facility owner/operators shall complete this form and forward it to the Los Angeles County Department of Public Works, Environmental Programs Division, P.O. Box 1460, Alhambra, CA 91802-1460. **1-800-320-1771**
3. "Solid Waste Station" and Non-disposal Facility denotes all transfer or processing station, material recovery facilities, composting facilities and construction & demolition/inert waste processing facilities as permitted by the applicable Local Enforcement Agency and/or the California Integrated Waste Management Board, and does not include disposal (landfill and transformation) facilities.
4. A copy of this form must be retained by the Solid Waste Station and Non-disposal Facility owner/operator for a period of three years. This form must be made available for review, upon request during business hours.



MONTHLY
DISPOSAL QUANTITY REPORTING SYSTEM
FOR USE BY LANDFILL OWNERS/OPERATORS
ORIGIN SURVEY

Reporting Month and Year: _____

Facility Name: _____ Facility SWIS No.: _____ Facility Address: _____

Facility Contact Person (print): _____ Signature: _____ Phone No.: _____ - _____ - _____

Frequency of Survey (Check one only): ☐ Daily ☐ Other (attach explanation)

Methods used to determine jurisdiction of origin:

- ☐ origin obtained from hauling company records
- ☐ origin obtained from other facility operators
- ☐ origin obtained from haulers at gatehouse

Total Tonnage of waste landfilled in the month as reported to the California Board of Equalization: _____ tons

Estimated in-place density _____ lbs/yd³ and Waste-to-cover ratio _____
OR
Airspace utilization factor _____

NAME OF JURISDICTION OF WASTE ORIGIN AND TONNAGE

C=City U=County Unincorporated Area. (Indicate one)

[illegible]