



**waste reduction**

*Working together to reduce waste*

**Toronto Metropolitan University – Main Campus  
2022 Solid Non-Hazardous Waste Audit**

Prepared for:

**Toronto Metropolitan University**  
350 Victoria Street  
Toronto, Ontario, M5B 2K3

Prepared by:

**Waste Reduction Group Inc**  
214 Merton Street, Suite 101  
Toronto, Ontario, M4S 1A6

Waste Reduction Group Project P1309  
June 2022

214 Merton Street, Suite 101, Toronto ON, M4S 1A6  
info@wastereductiongroup.ca  
Customer Service: 416 823 4554  
Fax: 289 997 6979

Waste Reduction Group Inc.  
www.wastereductiongroup.ca

## Executive Summary

Toronto Metropolitan University (TMU) retained the services of Waste Reduction Group Inc to conduct a solid non-hazardous waste audit at its main campus located in Toronto, Ontario. Twenty-four hour samples of waste were collected from six (6) different areas on campus, consisting of approximately 529 kg of garbage. The collected samples were audited over four (4) days in March 2022. The following list summarizes the overall garbage composition determined from the audit:

- Mixed Papers: 21.8%
- Organic Food Wastes: 20.7%
- Mixed Containers: 20.5%
- Residual Wastes: 12.8%
- Compostable Fibres: 11.1%
- Coffee Cups: 4.3%
- Textiles: 2.9%
- Scrap Woods: 1.2%
- LDPE (#4 Plastic) films: 1.1%
- Cardboard 0.9%
- Scrap Metals: 0.8%
- Masks & Gloves: 0.7%
- Ewastes, Other Organics, Bulbs, Ceramics, Strapping, Toners, Batteries, Styrofoam: Each <0.5%

Waste diversion programs implemented on campus include cardboard, paper towels, mixed papers, confidential papers, mixed containers, scrap woods/pallets/furniture, scrap metals, organics, fluorescent bulbs, refundable containers, electronic wastes and batteries. Through discussions with TMU personnel and service provider records, estimates of the annual amounts of solid non-hazardous waste materials disposed and diverted were determined. The following table summarizes the annual quantities of waste materials generated, diverted and disposed in 2021.

**Annual Quantities of Materials Diverted & Disposed**

Material	Total Annual Amount	
	Metric Tonnes	Percent
Disposed to Landfill	433.06	81.1%
Diverted from Landfill	102.93	18.9%
<b>Total Waste Generated</b>	<b>545.99</b>	<b>100%</b>

Based on the total annual amount of waste generated and materials diverted from landfill, the waste diversion rate through existing programs at TMU was determined to be approximately 19%. The Ministry of the Environment, Conservation & Parks (MECP) provincial objective for waste diversion rate is 60%. TMU's management team are committed to improving the facility's waste diversion rate in order to minimize the amount of materials disposed to landfill.

## Table of Contents

Executive Summary.....	i
1 Introduction.....	1
1.1 Purpose.....	1
1.2 Scope of Work.....	1
2 Methodology.....	2
3 Waste Audit Results.....	3
3.1 Garbage Quantities & Distribution.....	3
3.2 Garbage Composition.....	5
3.3 Garbage Composition per Audit Location.....	7
3.3.1 112-114 Bond St.....	7
3.3.2 341-355 Yonge St.....	8
3.3.3 21 Gerrard St E.....	8
3.3.4 60 Gould St.....	9
3.3.5 325 Church St.....	9
3.3.6 270 Church St.....	10
3.4 Percentage of Recyclables in Garbage.....	10
4 Diversion Programs & Waste Systems.....	11
4.1 Waste Diversion Programs.....	11
4.2 Waste Disposal Systems.....	12
5 Waste Diversion Rate.....	12
6 Waste Audit Summary & Waste Reduction Work Plan.....	13
7 Conclusions & Recommendations.....	13

## Appendices

Appendix A.....	Supporting Documentation
Appendix B.....	Waste Audit Data
Appendix C.....	Waste Audit Summary
Appendix D.....	Waste Reduction Work Plan Summary

## 1 Introduction

Toronto Metropolitan University (TMU) retained the services of Waste Reduction Group Inc to conduct a solid non-hazardous waste audit in 2022 at its main campus located in Toronto, Ontario. The waste audit examined representative samples of waste from six (6) different areas on campus over a four (4) day period in March 2022. The goal of the waste audit was to gain an understanding of the quantities and composition of solid non-hazardous wastes generated on campus.

TMU is a multi-building community that has approximately 36,020 Full-Time Equivalent (FTE) students (2021/22; Refer to Appendix A) and staff that generate waste and divertible materials. TMU conducted the solid non-hazardous waste audit to comply with the requirements of O.Reg. 102/94, to confirm compliance with O.Reg.103/94 and to further improve upon their present waste diversion activities.

*Note: This waste audit was conducted during the COVID-19 pandemic response. Due to the pandemic response, the collected waste audit samples and annual service records may not be representative of typical operations and caution should be used when comparing sample data between 2020/21/22 and different years at the same facility.*

### 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 TMU resulting from existing waste reduction, reuse, and recycling programs;
- Identify point of generation and quantify composition of wastes at TMU;
- Identify any additional opportunities for waste reduction and diversion that may exist at TMU;
- 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 between March 22 and 25, 2022.

- Determined the total quantity of waste materials diverted from landfill by TMU through current reduction, reuse, and recycling programs;
- 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 TMU personnel to review existing waste management and recycling programs implemented on campus. Based on previous waste audit experience and information gathered by TMU, a waste audit schedule was developed. The waste audit was performed over four (4) days in March 2022, as summarized in Table 1:

**Table 1: Waste Audit Sample Schedule**

Date	Building/Location
March 22, 2022	21 Gerrard
	341-355 Yonge St
March 23, 2022	270 Church St
	325 Church St
March 24, 2022	60 Gould St
March 25, 2022	112-114 Bond St

In coordination with the TMU staff, twenty-four hour samples of waste were collected from each of the identified buildings and/or locations on the waste audit schedule. The collected bags of labelled wastes were brought to a designated collection and waste audit area by TMU 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. Materials source separated by TMU for recycling were not collected and categorized during the audit however the annual quantity of all diverted materials was 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, gable top, aseptic), organic wastes, compostable fibres, various plastics, Styrofoam, 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 Garbage 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 total waste materials collected for the waste audit.

**Table 2: Total Quantity & Distribution of Waste Audit Sample**

Building Name/Location	Waste Audit Sample	
	Sample Weight (kg)	Distribution (%)
112-114 Bond St	182.90	34.6%
341-355 Yonge St	100.87	19.1%
21 Gerrard St E	90.52	17.1%
60 Gould St	72.11	13.6%
325 Church St	49.97	9.5%
270 Church St	32.15	6.1%
Total	528.52	100.0%

Therefore, 112-114 Bond St, 341-355 Yonge St and 21 Gerrard St E, generated the most garbage for the waste audit, accounting for approximately 71% of the total collected sample.

Tables 3 through 8 summarize the breakdown of each sample per building and functional area.

**Table 3: 112-114 Bond St - Waste Audit Sample Distribution**

Functional Area	Waste Audit Sample	
	Sample Weight (kg)	Distribution (%)
KERR Hall	140.30	76.7%
RCC	20.80	11.4%
VIC	11.60	6.3%
SID	6.70	3.7%
HEI	3.50	1.9%
Total	182.90	100.0%

**Table 4: 341-355 Yonge St - Waste Audit Sample Distribution**

Functional Area	Waste Audit Sample	
	Sample Weight (kg)	Distribution (%)
SLC	100.87	100.0%
Total	100.87	100.0%

**Table 5: 21 Gerrard St E - Waste Audit Sample Distribution**

Functional Area	Waste Audit Sample	
	Sample Weight (kg)	Distribution (%)
POD ( Service Hub)	4.71	5.2%
POD	24.39	26.9%
LIB Floor	20.52	22.7%
LIB	3.77	4.2%
RAC	10.68	11.8%
JOR	13.29	14.7%
POD 152	0.49	0.5%
POD156	1.04	1.1%
LIB office	0.06	0.1%
LIB LG	8.03	8.9%
Unlabelled	3.54	3.9%
Total	90.52	100.0%

**Table 6: 60 Gould St - Waste Audit Sample Distribution**

Functional Area	Waste Audit Sample	
	Sample Weight (kg)	Distribution (%)
SCC	4.90	6.8%
ENG	41.98	58.2%
IMA	4.93	6.8%
SBB	20.30	28.2%
Total	72.11	100.0%

**Table 7: 325 Church St - Waste Audit Sample Distribution**

Functional Area	Waste Audit Sample	
	Sample Weight (kg)	Distribution (%)
CUI	11.29	22.6%
EPH	18.54	37.1%
SHE	5.89	11.8%
ARC	11.98	24.0%
MON	1.87	3.7%
GER	0.40	0.8%
Total	49.97	100.0%

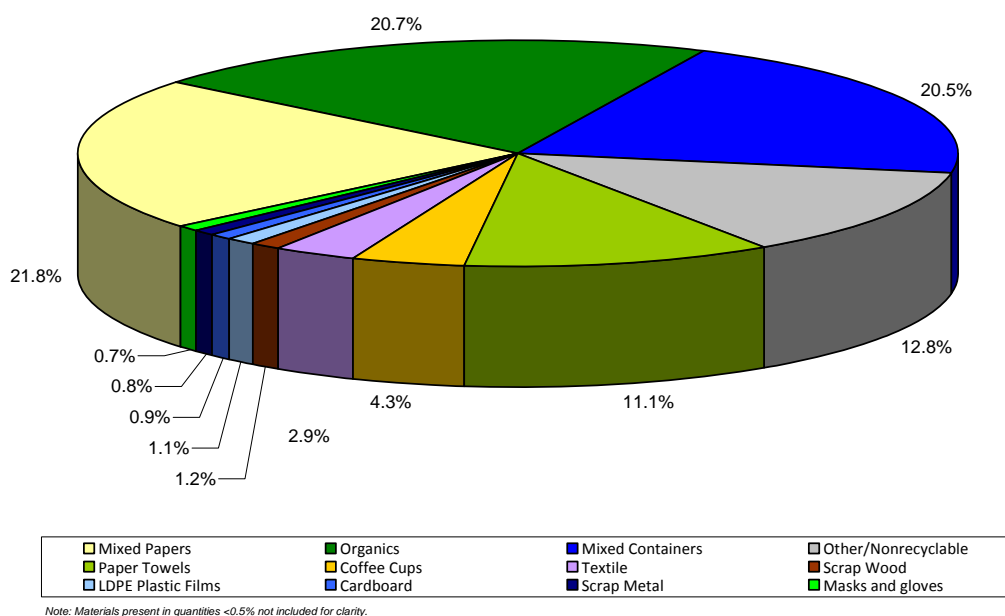
**Table 8: 270 Church St - Waste Audit Sample Distribution**

Functional Area	Waste Audit Sample	
	Sample Weight (kg)	Distribution (%)
DCC	32.15	100.0%
Total	32.15	100.0%

### 3.2 Garbage Composition

The total weight of waste collected and sorted for the audit was approximately 529 kg. Figure 1 summarizes the overall combined garbage composition from the waste audit.

**Figure 1: Overall Garbage Composition**



Summary tables for each building, including waste composition, weights and percentages, are included in Appendix B. Table 9 summarizes the largest primary categories (i.e. >5%) of waste materials per building based on the total amount of garbage sorted for the waste audit:



**Table 9: Primary Material Categories per Building**

Building	Percent of Sample (By Weight)	Mixed Papers	Organic Food Wastes	Mixed Containers	Residual Wastes	Paper Towels	Coffee Cups	Textiles	Plastic Films
112-114 Bond St	34.6%	24.9%	19.5%	28.6%	7.7%	8.1%			
341-355 Yonge St	19.1%	25.3%	26.1%	24.6%	10.4%	8.3%			
21 Gerrard St E	17.1%	25.8%	19.0%	12.9%	15.0%	13.7%	6.2%		
60 Gould St	13.6%	12.8%	13.7%	7.6%	22.1%	22.0%	7.9%	5.0%	
325 Church St	9.5%	19.3%	20.7%	22.3%	12.6%	5.4%	8.5%		
270 Church St	6.1%	5.9%	31.3%	8.4%	21.8%	13.9%	9.3%		6.0%
Total	100.0%	21.8%	20.7%	20.5%	12.8%	11.1%	4.3%	2.9%	1.1%

Note: Shaded cells present in quantities <5.0%.

High quantities of mixed papers were found in the garbage stream from all areas of campus that were audited. Based on the waste audit results, it was estimated that approximately 21.8% (or 96.5 tonnes annually) of solid waste disposed to landfill consisted of mixed papers. TMU has implemented a recycling program for mixed papers. Results suggest that better collection systems, improved labels, program promotion and/or improved student/employee/cleaner education may be required to capture more of this material. Fine papers and newsprint are mandatory recyclable materials at educational institutions according to O.Reg.103/94.

Organic food wastes were found in high quantities in all areas of the university that were audited. Based on the waste audit results, it was estimated that approximately 20.7% (or 91.8 tonnes annually) of solid waste disposed to landfill consisted of organic food wastes. An organics program is implemented in some areas on campus. Results suggest that TMU may benefit from expanding the existing program in order to capture more organic materials. Organics are currently not a mandatory recyclable material per O.Reg.103/94. However, according to Ontario's Food and Organic Waste Policy Statement, it is proposed that ICI Sectors will have to reduce and/or recover food and organic wastes between 50%-70% by 2025.

Mixed containers were found in high quantities in all areas of the university that were audited. Based on the waste audit results, it was estimated that approximately 20.5% (or 90.7 tonnes annually) of solid waste disposed to landfill consisted of mixed containers. TMU has implemented a recycling program for mixed containers. Results suggest that better collection systems, improved labels, program promotion and/or improved student/employee/cleaner education may be required to capture more of these materials. Aluminum, steel and glass food and beverage containers are mandatory recyclable materials at educational institutions according to O.Reg.103/94.

Paper towels (i.e. compostable fibres) were found in high quantities in all areas of the university that were audited. Based on the waste audit results, it was estimated that approximately 11.1% (or 49.2 tonnes annually) of solid waste disposed to landfill consisted of paper towels. A paper towel

3Rs program is implemented in some areas on campus. Results suggest that TMU may benefit from expanding the existing program in order to capture more of this material. Paper towels are not a mandatory recyclable material according to O.Reg.103/94.

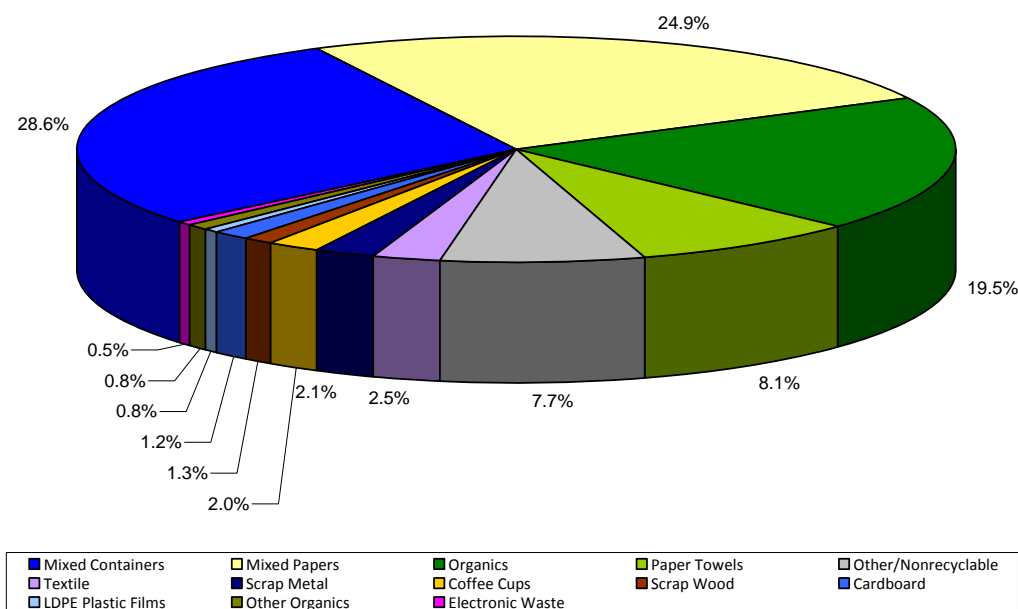
### 3.3 Garbage Composition per Audit Location

The garbage compositions determined per building based on 24-hour sample results are presented below.

#### 3.3.1 112-114 Bond St

Figure 2 summarizes the overall garbage composition determined at 112-114 Bond St.

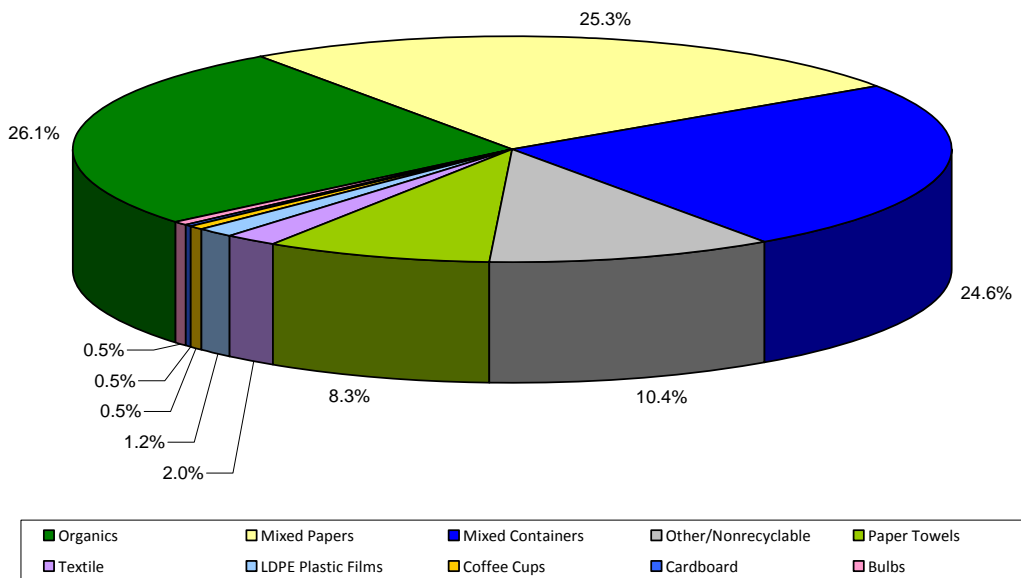
**Figure 2: 112-114 Bond St Garbage Composition**



### 3.3.2 341-355 Yonge St

Figure 3 summarizes the overall garbage composition determined at 341-355 Yonge St.

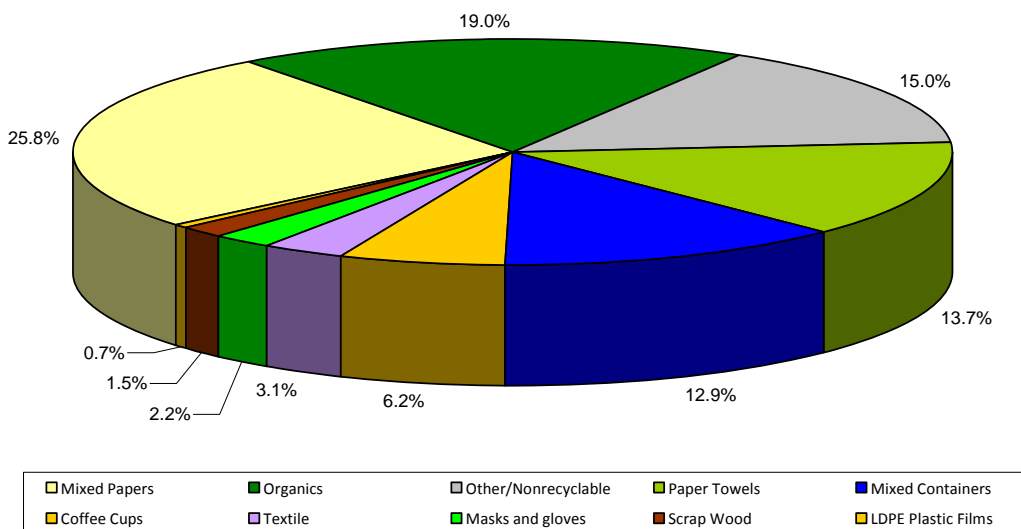
**Figure 3: 341-355 Yonge St Garbage Composition**



### 3.3.3 21 Gerrard St E

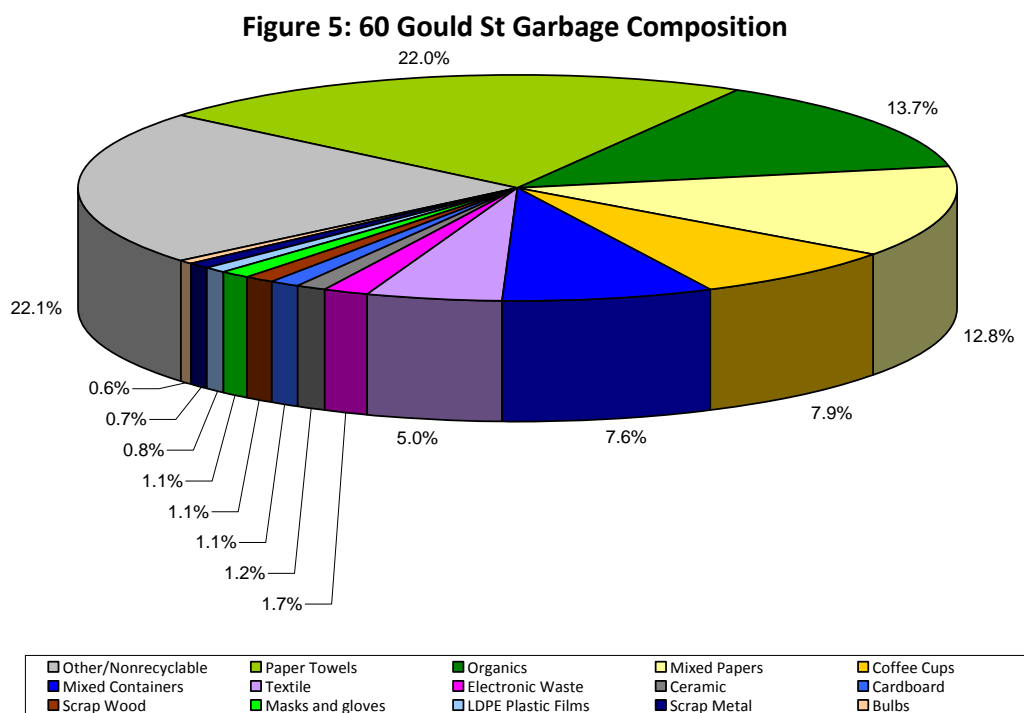
Figure 4 summarizes the overall garbage composition determined at 21 Gerrard St E.

**Figure 4: 21 Gerrard St E Garbage Composition**



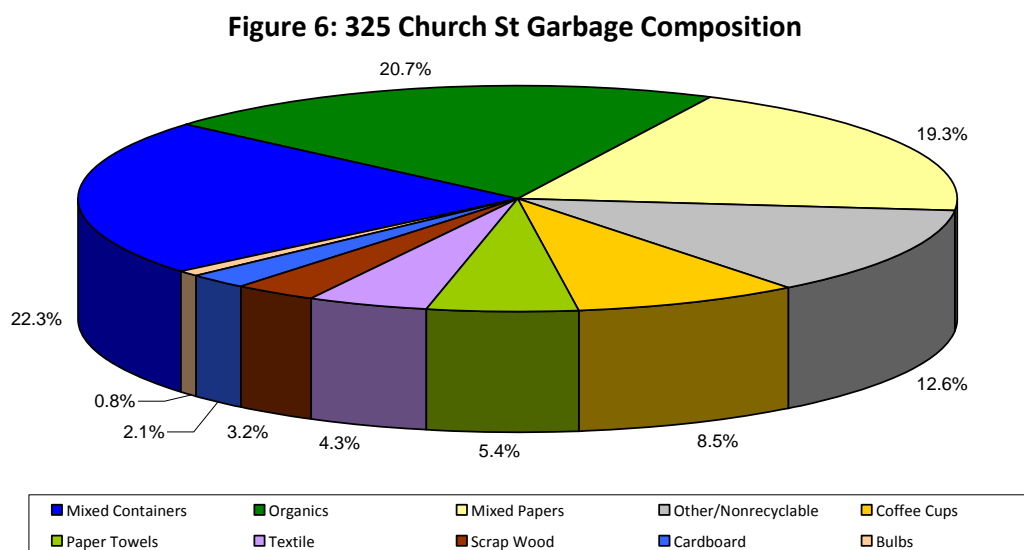
### 3.3.4 60 Gould St

Figure 5 summarizes the overall garbage composition determined at 60 Gould St.



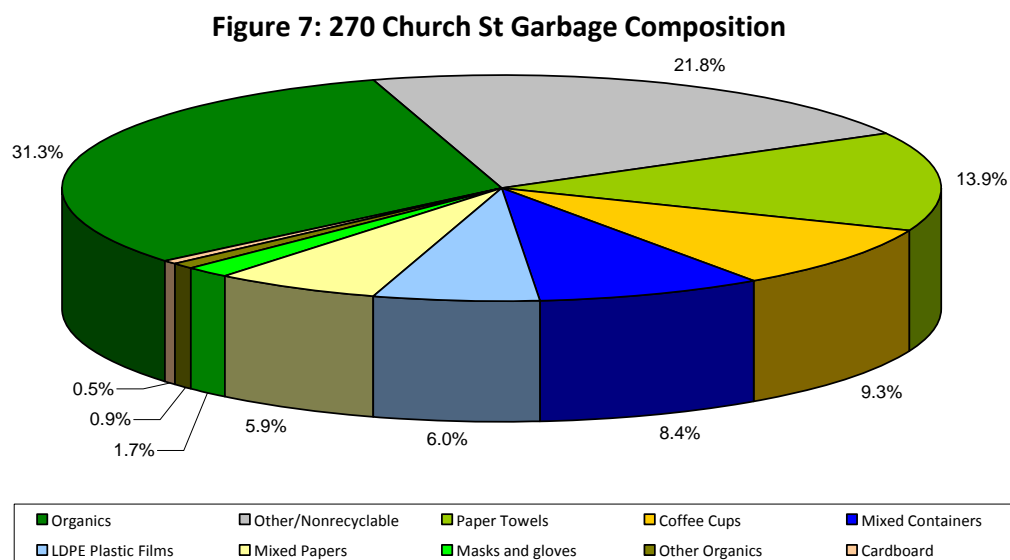
### 3.3.5 325 Church St

Figure 6 summarizes the overall garbage composition determined at 325 Church St.



### 3.3.6 270 Church St

Figure 7 summarizes the overall garbage composition determined at 270 Church St.

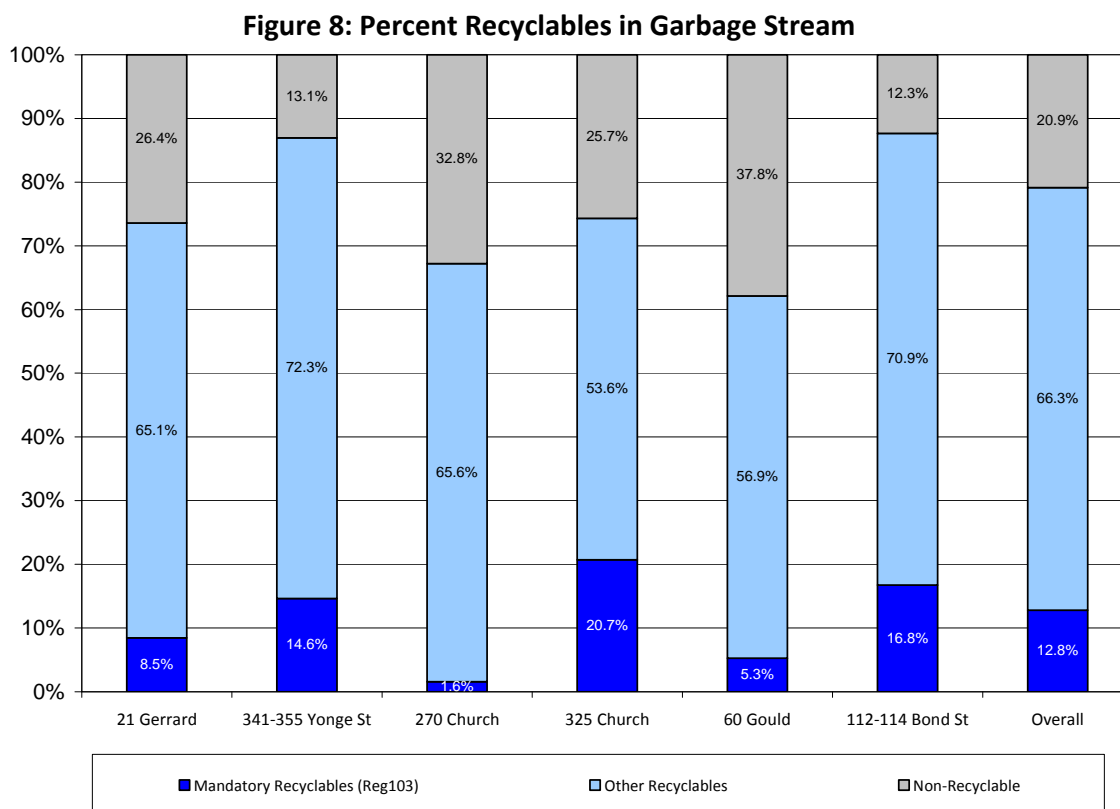


### 3.4 Percentage of Recyclables in Garbage

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 8 summarizes the quantity of these ‘mandatory recyclable’ materials found in the waste audit garbage samples compared to ‘other recyclable’ materials (i.e. organics, paper towels, etc) and ‘non-recyclable’ materials.



The data suggests that TMU has a fairly low ‘mandatory’ recyclable content (i.e. 12.8%) in the combined garbage of the university. The main ‘mandatory’ recyclable materials were fine papers, aluminum cans and glass food/drink containers. ‘Other Recyclables’ represented 66.3% of the sample and consisted mainly of organics, non-mandatory paper fibres, paper towels and various plastic containers. Non-recyclables represented approximately 20.9% of the sample.

#### 4 Diversion Programs & Waste Systems

##### 4.1 Waste Diversion Programs

Waste diversion programs have been implemented at TMU to divert a wide range of materials from landfill. Table 10 summarizes the annual amount of waste materials diverted from landfills due to waste diversion programs implemented at the university.

**Table 10: Waste Diversion Summary**

Waste Material	Diversion Program	Total Diversion	
		Metric Tonnes	Percent
Cardboard - Main Campus	Recycled	35.20	34.2%
Mixed Containers - Main Campus	Recycled	4.64	4.5%
Scrap Metals - Main Campus	Recycled	3.53	3.4%
Mixed Papers - Main Campus	Recycled	2.81	2.7%
Paper Towels - Main Campus	Recycled	1.67	1.6%
Bulbs & Ballasts - Main Campus	Recycled	0.27	0.3%
Organics - Main Campus	Composted	17.54	17.0%
Feminine Hygiene Products	Composted	10.26	10.0%
Refundable Containers	Reused	27.00	26.2%
<b>Total Waste Material Diverted</b>		<b>102.93</b>	<b>100%</b>

Therefore, the total amount of waste material diverted from landfill in 2021 was approximately 103 metric tonnes. 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 TMU staff and placed in either front-end bins or compactors located at designated waste handling areas. A private contractor is responsible for the collection of garbage as required depending on the waste generating area. The total quantity of solid non-hazardous waste disposed to landfill in 2021 was estimated to be approximately 443.06 MT.

#### 5 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) programs versus the total amount of waste generated (i.e. 3Rs plus disposed). According to the 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 diverted, the waste diversion rate was determined to be approximately 19%. Table 11 summarizes the quantities of wastes diverted and disposed. TMU's 2021 waste diversion rate is less than the MECP provincial objective of 60% waste diversion.

**Table 11: Quantities of Materials Diverted & Disposed**

Material	Total Waste	
	Metric Tonnes	Percent
Disposed to Landfill	443.06	81.1%
Materials Recycled	48.13	8.8%
Materials Reused	27.00	4.9%
Materials Composted	27.80	5.1%
Total Waste Generated	545.99	100%
<b>WASTE DIVERSION RATE</b>		<b>18.9%</b>

Assuming 60% of all divertible materials in the garbage stream are captured and placed in the appropriate 3Rs program, the facility could achieve a waste diversion rate of approximately 57%.

## 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 respectively. The last page of each set of forms in the appendices need to be signed by an authorized person at the University.

According to O.Reg. 102/94, the Waste Reduction Work Plan (Appendix D) or a summary of the plan must be posted at the University 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 TMU, the following conclusions can be made. Recommendations presented below are intended to assist TMU in maximizing their waste diversion potential.

- *This waste audit was conducted during the COVID-19 pandemic response. Due to the pandemic response, the collected waste audit samples and annual service records may not be representative of typical operations and caution should be used when comparing sample data between 2020/21/22 and different years at the same facility.*
- It was estimated that TMU disposed of approximately 443.06 tonnes of solid waste in landfills. Approximately 102.93 tonnes of waste materials were diverted through existing waste diversion programs. This represents a waste diversion rate of approximately 19%. The provincial objective is 60% waste diversion.
- TMU maintains waste diversion programs for cardboard, paper towels, mixed papers, confidential papers, mixed containers, scrap woods/pallets/furniture, scrap metals, organics, fluorescent bulbs, refundable containers, electronic wastes and batteries. These programs exceed the minimum requirements of O.Reg.103/94 for educational institutions.
- In total, 528.52 kg of garbage was collected and sorted for the waste audit. 112-114 Bond St, 341-355 Yonge St and 21 Gerrard St E generated the most garbage for the waste audit, accounting for approximately 71% of the total collected sample.



- TMU has a fairly low ‘mandatory’ recyclable content (i.e. 12.8%) in the combined garbage of the university. The main ‘mandatory’ recyclable materials were fine papers, aluminum cans and glass food/drink containers. ‘Other Recyclables’ represented 66.3% of the sample and consisted mainly of organics, non-mandatory paper fibres, paper towels and various plastic containers. Non-recyclables represented approximately 20.9% of the sample.
- Based on the waste audit results, it was estimated that approximately 21.8% (or 96.5 tonnes annually) of solid waste disposed to landfill consisted of mixed papers. TMU has implemented a recycling program for mixed papers. Results suggest that better collection systems, improved labels, program promotion and/or improved student/employee/cleaner education may be required to capture more of this material. Fine papers and newsprint are mandatory recyclable materials at educational institutions according to O.Reg.103/94.
- Based on the waste audit results, it was estimated that approximately 20.7% (or 91.8 tonnes annually) of solid waste disposed to landfill consisted of organic food wastes. An organics program is implemented in some areas on campus. Results suggest that TMU may benefit from expanding the existing program in order to capture more organic materials. Organics are currently not a mandatory recyclable material per O.Reg.103/94. However, according to Ontario’s Food and Organic Waste Policy Statement, it is proposed that ICI Sectors will have to reduce and/or recover food and organic wastes between 50%-70% by 2025.
- Based on the waste audit results, it was estimated that approximately 20.5% (or 90.7 tonnes annually) of solid waste disposed to landfill consisted of mixed containers. TMU has implemented a recycling program for mixed containers. Results suggest that better collection systems, improved labels, program promotion and/or improved student/employee/cleaner education may be required to capture more of these materials. Aluminum, steel and glass food and beverage containers are mandatory recyclable materials at educational institutions according to O.Reg.103/94.
- Based on the waste audit results, it was estimated that approximately 11.1% (or 49.2 tonnes annually) of solid waste disposed to landfill consisted of paper towels. A paper towel 3Rs program is implemented in some areas on campus. Results suggest that TMU may benefit from expanding the existing program in order to capture more of this material. Paper towels are not a mandatory recyclable material according to O.Reg.103/94.
- It is recommended that TMU conduct studies to add and improve reduction and reuse weights to improve the university’s diversion rate. For example, waste reduction credits can be calculated for the university’s double-sided printing policy, refillable water bottle stations and lug-a-mug programs if implemented.
- 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 TMU's Environmental Policy is clearly visible in all common areas throughout campus. Emphasize TMU'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 or email address 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 TMU be made aware of all available recycling programs. TMU 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 TMU's management team.
- According to O.Reg. 102/94, the Waste Reduction Work Plan (Appendix D) 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 university'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**

---

**Undergraduate Students - Enrolments (2021-22)**

Program [1]	Full-time Equivalent Students (FTE) [2]	Number of Students [3]	% with full-time load [4]	International Students [5]
<b>Toronto Metropolitan University</b>	<b>36,020.4</b>	<b>39,871</b>	<b>76.0%</b>	<b>3,404</b>
<b>Arts</b>	<b>4,656.1</b>	<b>5,256</b>	<b>76.6%</b>	<b>385</b>
Arts & Contemporary Studies	263.0	308	70.5%	28
Criminology	622.8	654	89.1%	19
Double Majors	76.5	79	87.3%	1
English	378.0	453	78.4%	13
Environment & Urban Sustainability	276.5	303	81.5%	17
Geographic Analysis	163.6	187	76.5%	8
History	224.7	264	75.8%	6
International Economics & Finance	474.8	550	63.5%	139
Language & Intercultural Relations	143.5	160	86.3%	11
Philosophy	138.9	159	73.6%	7
Politics & Governance	440.0	478	78.0%	27
Psychology	737.9	801	84.5%	73
Public Administration PT	112.9	171	8.8%	
Sociology	531.3	604	77.3%	30
Undeclared Arts	71.6	85	87.1%	6
<b>Ted Rogers School of Management</b>	<b>11,060.7</b>	<b>11,897</b>	<b>79.0%</b>	<b>1254</b>
Accounting & Finance	1,379.5	1,510	83.8%	156
Business Mgt FT	6,388.3	6,727	83.2%	669
Business Mgt PT	89.6	170	0.6%	
Business Technology Mgt 2 yr FT	50.2	55	83.6%	7
Business Technology Mgt 2 yr PT	10.6	21		
Business Technology Mgt 4 yr FT	1,934.0	2,028	79.2%	148
Business Technology Mgt 4 yr PT	120.5	146	46.6%	1
Health Administration PT	59.2	123	3.3%	
Health Information Mgt PT	9.9	27		
Hospitality & Tourism Mgt	578.9	608	81.3%	236
Retail Mgt FT	438.8	480	66.5%	37
Retail Mgt PT	1.2	2		
<b>Communication &amp; Design</b>	<b>5,717.0</b>	<b>6,060</b>	<b>85.2%</b>	<b>526</b>
Creative Industries	784.7	836	76.2%	97
Fashion	604.8	708	81.9%	88
Graphic Communications Mgt	683.7	711	92.5%	52
Image Arts	581.5	627	88.2%	57
Interior Design	368.0	409	73.8%	52
Journalism 4 Yr	575.6	566	76.1%	32
New Media	254.8	268	88.8%	41
Performance: Acting	91.5	99	88.9%	3
Performance: Dance	113.5	116	96.6%	3
Performance: Production	178.8	181	87.3%	7
Professional Communication	483.7	511	89.8%	46
Professional Music	46.3	48	100.0%	1
RTA: Media Production	647.5	664	89.8%	34
Sport Media	302.8	316	95.3%	13
<b>Community Services</b>	<b>5,932.3</b>	<b>7,123</b>	<b>75.2%</b>	<b>284</b>
Child & Youth Care FT	677.4	705	89.6%	22
Child & Youth Care PT	69.7	122	11.5%	
Disability Studies PT	91.1	206	1.0%	
Early Childhood Studies FT	667.0	732	91.0%	66
Early Childhood Studies PT	48.0	73	5.5%	
Midwifery FT	122.3	123	78.0%	
Midwifery PT	35.7	38	57.9%	
Nursing (GBC/CC) 4 yr	343.4	733	99.2%	13
Nursing 4 Yr	743.8	819	95.8%	79
Nursing Post Diploma 2 yr FT	195.8	212	62.3%	
Nursing Post Diploma 2 yr PT	314.3	411	28.0%	
Nutrition & Food	492.3	505	66.3%	34
Occupational & Public Health 2 Yr	167.0	189	73.5%	2
Occupational & Public Health 4 Yr	566.3	610	69.5%	29
Social Work FT	830.1	937	82.2%	13
Social Work PT	119.9	223	22.0%	
Urban & Regional Planning	395.0	431	91.4%	26
Urban & Regional Planning 2 Yr	53.2	54	87.0%	
<b>Engineering &amp; Architectural Science</b>	<b>4,939.5</b>	<b>5,685</b>	<b>62.6%</b>	<b>491</b>
Aerospace Engineering	475.5	533	57.4%	68
Architectural Science	419.4	475	62.3%	48
Biomedical Engineering	387.7	450	66.0%	42
Chemical Engineering	321.6	430	56.3%	54
Civil Engineering	690.2	781	59.9%	50
Computer Engineering	953.2	1,043	70.9%	71
Electrical Engineering	546.8	640	60.8%	55
Industrial Engineering	217.8	249	58.2%	19
Mechanical Engineering	857.0	958	59.1%	79
Undeclared Engineering	70.2	126	88.9%	5
<b>Science</b>	<b>3,714.9</b>	<b>3,850</b>	<b>72.6%</b>	<b>464</b>
Biology	695.0	685	73.9%	34
Biomedical Sciences	756.8	790	78.6%	97
Chemistry	222.4	243	62.1%	11
Computer Science FT	1,365.0	1,380	77.2%	259
Computer Science PT	106.3	121	33.9%	
Financial Mathematics	189.8	199	72.9%	29
Mathematics	179.4	190	71.1%	23
Medical Physics	170.3	186	55.9%	9
Undeclared Science	29.8	56	48.2%	2

Notes:

1. Programs are full-time unless otherwise stated. Continuing Education Division is NOT included here.
2. An FTE (fiscal full-time equivalent) is one of the units of measure used to determine the funding received from the provincial government. FTEs are based on students' course loads. Each student's FTE is equivalent to a proportion of a full course load. For example, if a full course consists of 20 hours of classroom instruction each week, a student taking 10 hours of instruction will generate an FTE of 0.5. FTEs are calculated over three terms.
3. These data are based on the number of students enrolled as of November 1, 2021.
4. Full-time load is defined as 80% or more of a full course load.
5. Number of students paying international tuition fees.

**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](http://www.canscale.com)

---

**Appendix B**

**Waste Audit Data**

---

**Waste Audit Report**  
 Toronto Metropolitan University  
 Waste Reduction Group Project P1309

**Table B1: Garbage Sample Summary - By Building**

Sample #	Location	Audit Date	Sample	
			kg	%
1	21 Gerrard	22-Mar-22	90.52	17.1%
2	341-355 Yonge	22-Mar-22	100.87	19.1%
3	270 Church	23-Mar-22	32.15	6.1%
4	325 Church	23-Mar-22	49.97	9.5%
5	60 Gould	24-Mar-22	72.11	13.6%
6	112-114 Bond	25-Mar-22	182.90	34.6%
Total			528.52	100.0%

**Table B2: Garbage Sample Summary - 21 Gerrard**

Waste Generating Area	POD (Service Hub)		POD		LIB Floor		LIB		RAC		JDR		POD 152		POD156		LIB office		LIB LG		Unlabelled		Total		
Sample Date	22-Mar-22		22-Mar-22		22-Mar-22		22-Mar-22		22-Mar-22		22-Mar-22		22-Mar-22		22-Mar-22		22-Mar-22		22-Mar-22		22-Mar-22		22-Mar-22		
Sample Size	4.71		24.39		20.52		3.77		10.68		13.29		0.49		1.04		0.06		8.03		3.54		90.52		
Percent of Sample Size	5.2%		26.9%		22.7%		4.2%		11.8%		14.7%		0.5%		1.1%		0.1%		8.9%		3.9%		100.0%		
	kg	%	kg	%	kg	%	kg	%	kg	%	kg	%	kg	%	kg	%	kg	%	kg	%	kg	%	kg	%	
Mixed Containers	PET (#1)	0.08	1.7%	0.35	1.4%	0.65	3.2%	0.29	7.7%	0.02	0.2%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.01	0.1%	0.00	0.0%	1.40	1.5%
	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%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
	PP (#5)	0.03	0.6%	0.67	2.7%	0.12	0.6%	0.49	13.0%	0.24	2.2%	0.79	5.9%	0.00	0.0%	0.10	9.6%	0.00	0.0%	0.01	0.1%	0.00	0.0%	2.45	2.7%
	PS (#6)	0.01	0.2%	0.00	0.0%	0.00	0.0%	0.04	1.1%	0.69	6.5%	0.09	0.7%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.03	0.4%	0.00	0.0%	0.86	1.0%
	Other Plastics	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%	0.00	0.0%	0.00	0.0%
	Glass	0.00	0.0%	0.97	4.0%	1.53	7.5%	0.24	6.4%	0.00	0.0%	0.74	5.6%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	3.48	3.8%
	Aluminum	0.05	1.1%	0.07	0.3%	0.86	4.2%	0.02	0.5%	0.45	4.2%	0.09	0.7%	0.00	0.0%	0.02	1.9%	0.00	0.0%	0.46	5.7%	0.00	0.0%	2.02	2.2%
	Steel	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.03	0.8%	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%	0.03	0.0%
	Gable Top	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.04	0.4%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.01	0.1%	0.00	0.0%	0.05	0.1%
Mixed Papers	Aseptic	0.05	1.1%	1.19	4.9%	0.03	0.1%	0.00	0.0%	0.00	0.0%	0.09	0.7%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.01	0.1%	0.00	0.0%	1.37	1.5%
	Fine Paper	0.00	0.0%	0.72	3.0%	1.02	5.0%	0.26	6.9%	0.00	0.0%	0.00	0.0%	0.01	2.0%	0.00	0.0%	0.01	16.7%	0.03	0.4%	0.02	0.6%	2.07	2.3%
	Newspaper	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.02	0.2%	0.04	8.2%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.06	0.1%
	Boxboard	1.21	25.7%	4.27	17.5%	2.45	11.9%	0.30	8.0%	2.62	24.5%	4.53	34.1%	0.00	0.0%	0.12	11.5%	0.01	16.7%	1.05	13.1%	0.01	0.3%	16.57	18.3%
	Other Fibres	0.99	21.0%	1.81	7.4%	0.76	3.7%	0.00	0.0%	0.89	8.3%	0.00	0.0%	0.03	6.1%	0.03	2.9%	0.01	16.7%	0.10	1.2%	0.01	0.3%	4.63	5.1%
	Confidential	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%	0.00	0.0%	0.00	0.0%
Cardboard		0.00	0.0%	0.00	0.0%	0.01	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%	0.01	0.0%
Paper Towels		0.00	0.0%	0.83	3.4%	0.08	0.4%	1.06	28.1%	3.97	37.2%	3.65	27.5%	0.17	34.7%	0.58	55.8%	0.01	16.7%	1.60	19.9%	0.47	13.3%	12.42	13.7%
Coffee Cups		0.85	18.0%	0.98	4.0%	2.08	10.1%	0.10	2.7%	0.00	0.0%	1.27	9.6%	0.10	20.4%	0.03	2.9%	0.01	16.7%	0.16	2.0%	0.01	0.3%	5.59	6.2%
Organics		0.38	8.1%	7.63	31.3%	5.64	27.5%	0.29	7.7%	0.00	0.0%	0.53	4.0%	0.04	8.2%	0.12	11.5%	0.00	0.0%	2.56	31.9%	0.00	0.0%	17.19	19.0%
Other Organics		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	6.1%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.03	0.0%
LDPE Plastic Films		0.03	0.6%	0.06	0.2%	0.31	1.5%	0.12	3.2%	0.05	0.5%	0.04	0.3%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.61	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%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
Plastic Strapping		0.00	0.0%	0.01	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%	0.01	0.0%
Scrap Wood		0.00	0.0%	0.10	0.4%	1.26	6.1%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	1.26	1.5%
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%	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%	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%	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%	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%	0.00	0.0%	0.00	0.0%
Textile		0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.05	10.2%	0.00	0.0%	0.00	0.0%	0.61	7.6%	2.11	59.6%	2.77	3.1%
Composite cans		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%	0.00	0.0%	0.00	0.0%
Ceramic		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%	0.00	0.0%	0.00	0.0%
Masks and gloves		0.14	3.0%	1.27	5.2%	0.15	0.7%	0.02	0.5%	0.05	0.5%	0.05	0.4%	0.01	2.0%	0.01	1.0%	0.00	0.0%	0.27	3.4%	0.00	0.0%	1.97	2.2%
Other/Nonrecyclable		0.89	18.9%	3.46	14.2%	3.57	17.4%	0.51	13.5%	1.66	15.5%	1.40	10.5%	0.01	2.0%	0.03	2.9%	0.01	16.7%	1.12	13.9%	0.91	25.7%	13.57	15.0%
QAQC Check		4.71	100.0%	24.39	100.0%	20.52	100.0%	3.77	100.0%	10.68	100.0%	13.29	100.0%	0.49	100.0%	1.04	100.0%	0.06	100.0%	8.03	100.0%	3.54	100.0%	90.52	100.0%
Mixed Containers		0.22	4.7%	3.25	13.3%	3.19	15.5%	1.11	29.4%	1.44	13.5%	1.80	13.5%	0.00	0.0%	0.12	11.5%	0.00	0.0%	0.53	6.6%	0.00	0.0%	11.66	12.9%
Mixed Papers		2.20	46.7%	6.80	27.9%	4.23	20.6%	0.56	14.9%	3.51	32.9%	4.55	34.2%	0.08	16.3%	0.15	14.4%	0.03	50.0%	1.18	14.7%	0.04	1.1%	23.33	25.8%
Mandatory Recyclables (Reg103)		0.05	1.1%	1.76	7.2%	3.42	16.7%	0.55	14.6%	0.45	4.2%	0.85	6.4%	0.05	10.2%	0.02	1.9%	0.01	16.7%	0.49	6.1%	0.02	0.6%	7.67	8.5%
Other Recyclables		2.78	59.0%	16.91	69.3%	11.30	55.1%	2.59	68.7%	8.52	79.8%	9.72	73.1%	0.27	55.1%	0.95	91.3%	0.03	50.0%	5.38	67.0%	0.49	13.8%	58.94	65.1%
Non-Recyclable		1.88	39.9%	5.72	23.5%	5.80	28.3%	0.63	16.7%	1.71	16.0%	2.72	20.5%	0.17	34.7%	0.07	6.7%	0.02	33.3%	2.16	26.9%	3.03	85.6%	23.91	26.4%
QAQC Check		TRUE	100.0%	TRUE	100.0%	TRUE	100.0%	TRUE	100.0%	TRUE	100.0%	TRUE	100.0%	TRUE	100.0%	TRUE	100.0%	TRUE	100.0%	TRUE	100.0%	TRUE	100.0%	TRUE	100.0%

Note: Highlighted cells represent those items present in quantities >= 5%.

**Table B3: Garbage Sample Summary - 341-355 Yonge**

Waste Generating Area		SLC		Total	
Sample Date		22-Mar-22			
Sample Size		100.87		100.87	
Percent of Sample Size		100.0%		100.0%	
		kg	%	kg	%
Mixed Containers	PET (#1)	2.80	2.8%	2.80	3.1%
	HDPE (#2)	0.27	0.3%	0.27	0.3%
	PP (#5)	4.65	4.6%	4.65	5.1%
	PS (#6)	1.23	1.2%	1.23	1.4%
	Other Plastics	0.00	0.0%	0.00	0.0%
	Glass	0.00	0.0%	0.00	0.0%
	Aluminum	6.74	6.7%	6.74	7.4%
	Steel	0.00	0.0%	0.00	0.0%
	Gable Top	3.55	3.5%	3.55	3.9%
	Aseptic	5.62	5.6%	5.62	6.2%
Mixed Papers	Fine Paper	7.52	7.5%	7.52	8.3%
	Newspaper	0.00	0.0%	0.00	0.0%
	Boxboard	11.20	11.1%	11.20	12.4%
	Other Fibres	6.81	6.8%	6.81	7.5%
	Confidential	0.00	0.0%	0.00	0.0%
Cardboard		0.48	0.5%	0.48	0.5%
Paper Towels		8.41	<b>8.3%</b>	8.41	<b>9.3%</b>
Coffee Cups		0.52	0.5%	0.52	0.6%
Organics		26.34	<b>26.1%</b>	26.34	<b>29.1%</b>
Other Organics		0.03	0.0%	0.03	0.0%
LDPE Plastic Films		1.21	1.2%	1.21	1.3%
Styrofoam		0.00	0.0%	0.00	0.0%
Plastic Strapping		0.01	0.0%	0.01	0.0%
Scrap Wood		0.00	0.0%	0.00	0.0%
Scrap Metal		0.03	0.0%	0.03	0.0%
Electronic Waste		0.02	0.0%	0.02	0.0%
Bulbs		0.48	0.5%	0.48	0.5%
Batteries		0.08	0.1%	0.08	0.1%
Printer Toners		0.23	0.2%	0.23	0.3%
Textile		2.00	2.0%	2.00	2.2%
Composite cans		0.00	0.0%	0.00	0.0%
Ceramic		0.00	0.0%	0.00	0.0%
Masks and gloves		0.13	0.1%	0.13	0.1%
Other/Nonrecyclable		10.51	<b>10.4%</b>	10.51	<b>11.6%</b>
QAQC Check		100.87	100.0%	100.87	111.4%
Mixed Containers		24.86	<b>24.6%</b>	24.86	<b>24.6%</b>
Mixed Papers		25.53	<b>25.3%</b>	25.53	<b>25.3%</b>
Mandatory Recyclables (Reg103)		14.74	14.6%	14.74	14.6%
Other Recyclables		72.96	72.3%	72.96	72.3%
Non-Recyclable		13.17	13.1%	13.17	13.1%
QAQC Check		TRUE	100.0%	TRUE	100.0%

Note: Highlighted cells represent those items present in quantities >= 5%.

**Table B4: Garbage Sample Summary - 270 Church**

Waste Generating Area		DCC		Total	
Sample Date		23-Mar-22			
Sample Size		32.15		32.15	
Percent of Sample Size		100.0%		100.0%	
		kg	%	kg	%
Mixed Containers	PET (#1)	1.10	3.4%	1.10	3.4%
	HDPE (#2)	0.00	0.0%	0.00	0.0%
	PP (#5)	1.21	3.8%	1.21	3.8%
	PS (#6)	0.10	0.3%	0.10	0.3%
	Other Plastics	0.16	0.5%	0.16	0.5%
	Glass	0.00	0.0%	0.00	0.0%
	Aluminum	0.07	0.2%	0.07	0.2%
	Steel	0.00	0.0%	0.00	0.0%
	Gable Top	0.03	0.1%	0.03	0.1%
	Aseptic	0.04	0.1%	0.04	0.1%
Mixed Papers	Fine Paper	0.28	0.9%	0.28	0.9%
	Newspaper	0.00	0.0%	0.00	0.0%
	Boxboard	0.56	1.7%	0.56	1.7%
	Other Fibres	1.07	3.3%	1.07	3.3%
	Confidential	0.00	0.0%	0.00	0.0%
Cardboard		0.16	0.5%	0.16	0.5%
Paper Towels		4.48	<b>13.9%</b>	4.48	<b>13.9%</b>
Coffee Cups		2.98	<b>9.3%</b>	2.98	<b>9.3%</b>
Organics		10.06	<b>31.3%</b>	10.06	<b>31.3%</b>
Other Organics		0.30	0.9%	0.30	0.9%
LDPE Plastic Films		1.94	<b>6.0%</b>	1.94	<b>6.0%</b>
Styrofoam		0.00	0.0%	0.00	0.0%
Plastic Strapping		0.00	0.0%	0.00	0.0%
Scrap Wood		0.00	0.0%	0.00	0.0%
Scrap Metal		0.01	0.0%	0.01	0.0%
Electronic Waste		0.00	0.0%	0.00	0.0%
Bulbs		0.04	0.1%	0.04	0.1%
Batteries		0.00	0.0%	0.00	0.0%
Printer Toners		0.00	0.0%	0.00	0.0%
Textile		0.00	0.0%	0.00	0.0%
Composite cans		0.00	0.0%	0.00	0.0%
Ceramic		0.00	0.0%	0.00	0.0%
Masks and gloves		0.56	1.7%	0.56	1.7%
Other/Nonrecyclable		7.00	<b>21.8%</b>	7.00	<b>21.8%</b>
QAQC Check		32.15	100.0%	32.15	100.0%
Mixed Containers		2.71	<b>8.4%</b>	2.71	<b>8.4%</b>
Mixed Papers		1.91	<b>5.9%</b>	1.91	<b>5.9%</b>
Mandatory Recyclables (Reg103)		0.51	1.6%	0.51	1.6%
Other Recyclables		21.10	65.6%	21.10	65.6%
Non-Recyclable		10.54	32.8%	10.54	32.8%
QAQC Check		TRUE	100.0%	TRUE	100.0%

Note: Highlighted cells represent those items present in quantities >= 5%.



**Table B5: Garbage Sample Summary - 325 Church**

Waste Generating Area	CUI		EPH		SHE		ARC		MON		GER		Total		
Sample Date	23-Mar-22		23-Mar-22		23-Mar-22		23-Mar-22		23-Mar-22		23-Mar-22		23-Mar-22		
Sample Size	11.29		18.54		5.89		11.98		1.87		0.40		49.97		
Percent of Sample Size	22.6%		37.1%		11.8%		24.0%		3.7%		0.8%		100.0%		
	kg	%	kg	%	kg	%	kg	%	kg	%	kg	%	kg	%	
Mixed Containers	PET (#1)	0.03	0.3%	0.15	0.8%	0.01	0.2%	0.31	2.6%	0.01	0.5%	0.00	0.0%	0.51	1.0%
	HDPE (#2)	0.00	0.0%	0.20	1.1%	0.01	0.2%	0.01	0.1%	0.00	0.0%	0.00	0.0%	0.22	0.4%
	PP (#5)	0.20	1.8%	2.26	12.2%	0.03	0.5%	1.41	11.8%	0.01	0.5%	0.00	0.0%	3.91	7.8%
	PS (#6)	0.02	0.2%	0.41	2.2%	0.02	0.3%	0.06	0.5%	0.00	0.0%	0.00	0.0%	0.51	1.0%
	Other Plastics	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.01	0.1%	0.00	0.0%	0.00	0.0%	0.01	0.0%
	Glass	0.00	0.0%	0.00	0.0%	0.00	0.0%	2.65	22.1%	0.00	0.0%	0.00	0.0%	2.65	5.3%
	Aluminum	0.41	3.6%	2.54	13.7%	0.21	3.6%	0.05	0.4%	0.10	5.3%	0.00	0.0%	3.31	6.6%
	Steel	0.00	0.0%	0.02	0.1%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.02	0.0%
	Gable Top	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%
Aseptic	0.00	0.0%	0.00	0.0%	0.01	0.2%	0.01	0.1%	0.00	0.0%	0.00	0.0%	0.02	0.0%	
Mixed Papers	Fine Paper	0.02	0.2%	0.10	0.5%	2.41	40.9%	0.51	4.3%	0.05	2.7%	0.01	2.5%	3.10	6.2%
	Newspaper	0.00	0.0%	0.21	1.1%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.21	0.4%
	Boxboard	1.36	12.0%	2.43	13.1%	0.58	9.8%	0.23	1.9%	0.35	18.7%	0.00	0.0%	4.95	9.9%
	Other Fibres	0.20	1.8%	0.34	1.8%	0.02	0.3%	0.47	3.9%	0.24	12.8%	0.10	25.0%	1.37	2.7%
	Confidential	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%
Cardboard	1.01	8.9%	0.02	0.1%	0.01	0.2%	0.02	0.2%	0.00	0.0%	0.00	0.0%	1.06	2.1%	
Paper Towels	2.14	19.0%	0.25	1.3%	0.03	0.5%	0.05	0.4%	0.15	8.0%	0.10	25.0%	2.72	5.4%	
Coffee Cups	0.21	1.9%	2.72	14.7%	0.04	0.7%	1.05	8.8%	0.18	9.6%	0.03	7.5%	4.23	8.5%	
Organics	2.31	20.5%	3.54	19.1%	2.41	40.9%	1.32	11.0%	0.66	35.3%	0.10	25.0%	10.34	20.7%	
Other Organics	0.00	0.0%	0.00	0.0%	0.01	0.2%	0.00	0.0%	0.00	0.0%	0.03	7.5%	0.04	0.1%	
LDPE Plastic Films	0.05	0.4%	0.03	0.2%	0.01	0.2%	0.06	0.5%	0.00	0.0%	0.01	2.5%	0.16	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%	
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%	
Scrap Wood	0.00	0.0%	1.60	8.6%	0.00	0.0%	0.01	0.1%	0.00	0.0%	0.00	0.0%	1.61	3.2%	
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%	
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%	
Bulbs	0.40	3.5%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.01	0.5%	0.00	0.0%	0.41	0.8%	
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%	
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%	
Textile	2.16	19.1%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	2.16	4.3%	
Composite cans	0.00	0.0%	0.01	0.1%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.01	0.0%	
Ceramic	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%	
Masks and gloves	0.02	0.2%	0.04	0.2%	0.01	0.2%	0.04	0.3%	0.01	0.5%	0.00	0.0%	0.12	0.2%	
Other/Nonrecyclable	0.75	6.6%	1.67	9.0%	0.07	1.2%	3.71	31.0%	0.10	5.3%	0.02	5.0%	6.32	12.6%	
QAQC Check	11.29	100.0%	18.54	100.0%	5.89	100.0%	11.98	100.0%	1.87	100.0%	0.40	100.0%	49.97	100.0%	
Mixed Containers	0.66	5.8%	5.58	30.1%	0.29	4.9%	4.51	37.6%	0.12	6.4%	0.00	0.0%	11.16	22.3%	
Mixed Papers	1.58	14.0%	3.08	16.6%	3.01	51.1%	1.21	10.1%	0.64	34.2%	0.11	27.5%	9.63	19.3%	
Mandatory Recyclables (Reg103)	1.44	12.8%	2.89	15.6%	2.63	44.7%	3.23	27.0%	0.15	8.0%	0.01	2.5%	10.35	20.7%	
Other Recyclables	6.71	59.4%	11.21	60.5%	3.14	53.3%	3.95	33.0%	1.43	76.5%	0.34	85.0%	26.78	53.6%	
Non-Recyclable	3.14	27.8%	4.44	23.9%	0.12	2.0%	4.80	40.1%	0.29	15.5%	0.05	12.5%	12.84	25.7%	
QAQC Check	TRUE	100.0%	TRUE	100.0%	TRUE	100.0%	TRUE	100.0%	TRUE	100.0%	TRUE	100.0%	TRUE	100.0%	

Note: Highlighted cells represent those items present in quantities >= 5%.

**Table B6: Garbage Sample Summary - 60 Gould**

Waste Generating Area	SCC		ENG		IMA		SBB		Total		
Sample Date	24-Mar-22		24-Mar-22		24-Mar-22		24-Mar-22				
Sample Size	4.90		41.98		4.93		20.30		72.11		
Percent of Sample Size	6.8%		58.2%		6.8%		28.2%		100.0%		
	kg	%	kg	%	kg	%	kg	%	kg	%	
Mixed Containers	PET (#1)	0.01	0.2%	0.70	1.7%	0.00	0.0%	0.50	2.5%	1.21	1.7%
	HDPE (#2)	0.00	0.0%	0.01	0.0%	0.00	0.0%	0.01	0.0%	0.02	0.0%
	PP (#5)	0.80	16.3%	1.40	3.3%	0.01	0.2%	0.40	2.0%	2.61	3.6%
	PS (#6)	0.00	0.0%	0.01	0.0%	0.01	0.2%	0.70	3.4%	0.72	1.0%
	Other Plastics	0.02	0.4%	0.02	0.0%	0.00	0.0%	0.02	0.1%	0.06	0.1%
	Glass	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.20	1.0%	0.20	0.3%
	Aluminum	0.10	2.0%	0.20	0.5%	0.10	2.0%	0.10	0.5%	0.50	0.7%
	Steel	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
	Gable Top	0.00	0.0%	0.01	0.0%	0.01	0.2%	0.00	0.0%	0.02	0.0%
Aseptic	0.00	0.0%	0.10	0.2%	0.00	0.0%	0.01	0.0%	0.11	0.2%	
Mixed Papers	Fine Paper	0.30	6.1%	0.40	1.0%	0.90	18.3%	0.60	3.0%	2.20	3.1%
	Newspaper	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.10	0.5%	0.10	0.1%
	Boxboard	0.30	6.1%	3.00	7.1%	0.10	2.0%	1.20	5.9%	4.60	6.4%
	Other Fibres	0.30	6.1%	1.20	2.9%	0.20	4.1%	0.60	3.0%	2.30	3.2%
	Confidential	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.01	0.0%	0.01	0.0%
Cardboard	0.01	0.2%	0.20	0.5%	0.00	0.0%	0.60	3.0%	0.81	1.1%	
Paper Towels	0.90	18.4%	13.60	32.4%	0.60	12.2%	0.80	3.9%	15.90	22.0%	
Coffee Cups	0.40	8.2%	3.21	7.6%	0.50	10.1%	1.60	7.9%	5.71	7.9%	
Organics	0.80	16.3%	5.70	13.6%	0.90	18.3%	2.50	12.3%	9.90	13.7%	
Other Organics	0.00	0.0%	0.01	0.0%	0.00	0.0%	0.01	0.0%	0.02	0.0%	
LDPE Plastic Films	0.01	0.2%	0.30	0.7%	0.10	2.0%	0.20	1.0%	0.61	0.8%	
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%	0.10	0.2%	0.00	0.0%	0.20	1.0%	0.30	0.4%	
Scrap Wood	0.10	2.0%	0.01	0.0%	0.70	14.2%	0.00	0.0%	0.81	1.1%	
Scrap Metal	0.10	2.0%	0.00	0.0%	0.00	0.0%	0.40	2.0%	0.50	0.7%	
Electronic Waste	0.00	0.0%	0.00	0.0%	0.00	0.0%	1.20	5.9%	1.20	1.7%	
Bulbs	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.40	2.0%	0.40	0.6%	
Batteries	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.01	0.0%	0.01	0.0%	
Printer Toners	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Textile	0.01	0.2%	1.20	2.9%	0.01	0.2%	2.40	11.8%	3.62	5.0%	
Composite cans	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Ceramic	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.90	4.4%	0.90	1.2%	
Masks and gloves	0.10	2.0%	0.50	1.2%	0.10	2.0%	0.10	0.5%	0.80	1.1%	
Other/Nonrecyclable	0.64	13.1%	10.10	24.1%	0.69	14.0%	4.53	22.3%	15.96	22.1%	
QAQC Check	4.90	100.0%	41.98	100.0%	4.93	100.0%	20.30	100.0%	72.11	100.0%	
Mixed Containers	0.93	19.0%	2.45	5.8%	0.13	2.6%	1.94	9.6%	5.45	7.6%	
Mixed Papers	0.90	18.4%	4.60	11.0%	1.20	24.3%	2.51	12.4%	9.21	12.8%	
Mandatory Recyclables (Reg103)	0.41	8.4%	0.80	1.9%	1.00	20.3%	1.60	7.9%	3.81	5.3%	
Other Recyclables	3.34	68.2%	26.07	62.1%	2.63	53.3%	8.97	44.2%	41.01	56.9%	
Non-Recyclable	1.15	23.5%	15.11	36.0%	1.30	26.4%	9.73	47.9%	27.29	37.8%	
QAQC Check	TRUE	100.0%	TRUE	100.0%	TRUE	100.0%	TRUE	100.0%	TRUE	100.0%	

Note: Highlighted cells represent those items present in quantities >= 5%.

**Table B7: Garbage Sample Summary - 112-114 Bond St**

Waste Generating Area	KERR Hall		RCC		VIC		SID		HEI		Total		
Sample Date	25-Mar-22		25-Mar-22		25-Mar-22		25-Mar-22		25-Mar-22				
Sample Size	140.30		20.80		11.60		6.70		3.50		182.90		
Percent of Sample Size	76.7%		11.4%		6.3%		3.7%		1.9%		100.0%		
	kg	%	kg	%	kg	%	kg	%	kg	%	kg	%	
Mixed Containers	PET (#1)	6.70	4.8%	0.15	0.7%	0.20	1.7%	0.35	5.2%	0.01	0.3%	7.41	4.1%
	HDPE (#2)	2.27	1.6%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	2.27	1.2%
	PP (#5)	5.65	4.0%	0.00	0.0%	0.10	0.9%	0.00	0.0%	0.04	1.1%	5.79	3.2%
	PS (#6)	5.23	3.7%	0.41	2.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	5.64	3.1%
	Other Plastics	3.70	2.6%	0.01	0.0%	0.01	0.1%	0.00	0.0%	0.02	0.6%	3.74	2.0%
	Glass	4.12	2.9%	0.45	2.2%	0.00	0.0%	0.00	0.0%	0.00	0.0%	4.57	2.5%
	Aluminum	8.74	6.2%	2.04	9.8%	0.38	3.3%	0.00	0.0%	0.05	1.4%	11.21	6.1%
	Steel	0.00	0.0%	0.02	0.1%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.02	0.0%
	Gable Top	3.55	2.5%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	3.55	1.9%
Aseptic	6.62	4.7%	1.50	7.2%	0.01	0.1%	0.00	0.0%	0.00	0.0%	8.13	4.4%	
Mixed Papers	Fine Paper	10.52	7.5%	0.30	1.4%	1.30	11.2%	0.41	6.1%	0.20	5.7%	12.73	7.0%
	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%
	Boxboard	13.40	9.6%	3.67	17.6%	3.13	27.0%	2.03	30.3%	0.60	17.1%	22.83	12.5%
	Other Fibres	7.81	5.6%	0.14	0.7%	1.41	12.2%	0.47	7.0%	0.10	2.9%	9.93	5.4%
	Confidential	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%
Cardboard	2.11	1.5%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	2.11	1.2%	
Paper Towels	13.10	9.3%	1.05	5.0%	0.21	1.8%	0.30	4.5%	0.10	2.9%	14.76	8.1%	
Coffee Cups	0.52	0.4%	2.72	13.1%	0.30	2.6%	0.04	0.6%	0.01	0.3%	3.59	2.0%	
Organics	27.34	19.5%	2.34	11.3%	3.15	27.2%	1.56	23.3%	1.30	37.1%	35.69	19.5%	
Other Organics	1.13	0.8%	0.00	0.0%	0.00	0.0%	0.25	3.7%	0.00	0.0%	1.38	0.8%	
LDPE Plastic Films	1.21	0.9%	0.10	0.5%	0.10	0.9%	0.01	0.1%	0.01	0.3%	1.43	0.8%	
Styrofoam	0.00	0.0%	0.02	0.1%	0.01	0.1%	0.00	0.0%	0.00	0.0%	0.03	0.0%	
Plastic Strapping	0.01	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.03	0.9%	0.04	0.0%	
Scrap Wood	2.21	1.6%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.10	2.9%	2.31	1.3%	
Scrap Metal	1.40	1.0%	2.35	11.3%	0.00	0.0%	0.00	0.0%	0.10	2.9%	3.85	2.1%	
Electronic Waste	0.90	0.6%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.05	1.4%	0.95	0.5%	
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%	
Batteries	0.04	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.04	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%	
Textile	4.53	3.2%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	4.53	2.5%	
Composite cans	0.01	0.0%	0.01	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.02	0.0%	
Ceramic	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	
Masks and gloves	0.13	0.1%	0.04	0.2%	0.10	0.9%	0.02	0.3%	0.01	0.3%	0.30	0.2%	
Other/Nonrecyclable	7.35	5.2%	3.48	16.7%	1.19	10.3%	1.26	18.8%	0.77	22.0%	14.05	7.7%	
QAQC Check	140.30	100.0%	20.80	100.0%	11.60	100.0%	6.70	100.0%	3.50	100.0%	182.90	100.0%	
Mixed Containers	46.58	33.2%	4.58	22.0%	0.70	6.0%	0.35	5.2%	0.12	3.4%	52.33	28.6%	
Mixed Papers	31.73	22.6%	4.11	19.8%	5.84	50.3%	2.91	43.4%	0.90	25.7%	45.49	24.9%	
Mandatory Recyclables (Reg103)	25.49	18.2%	2.81	13.5%	1.68	14.5%	0.41	6.1%	0.25	7.1%	30.64	16.8%	
Other Recyclables	102.26	72.9%	11.72	56.3%	8.32	71.7%	4.97	74.2%	2.43	69.5%	129.70	70.9%	
Non-Recyclable	12.55	8.9%	6.27	30.1%	1.60	13.8%	1.32	19.7%	0.82	23.4%	22.56	12.3%	
QAQC Check	TRUE	100.0%	TRUE	100.0%	TRUE	100.0%	TRUE	100.0%	TRUE	100.0%	TRUE	100.0%	

Note: Highlighted cells represent those items present in quantities >= 5%.

**Table B8: Garbage Building Summary**

Waste Generating Area	21 Gerrard		341-355 Yonge St		270 Church		325 Church		60 Gould		112-114 Bond St		Total		
Sample Date	22-Mar-22		22-Mar-22		23-Mar-22		23-Mar-22		24-Mar-22		25-Mar-22				
Sample Size	90.52		100.87		32.15		49.97		72.11		182.90		528.52		
Percent of Sample Size	17.1%		19.1%		6.1%		9.5%		13.6%		34.6%		100.0%		
		kg	%	kg	%	kg	%	kg	%	kg	%	kg	%	kg	%
Mixed Containers	PET (#1)	1.40	1.5%	2.80	2.8%	1.10	3.4%	0.51	1.0%	1.21	1.7%	7.41	4.1%	14.43	2.7%
	HDPE (#2)	0.00	0.0%	0.27	0.3%	0.00	0.0%	0.22	0.4%	0.02	0.0%	2.27	1.2%	2.78	0.5%
	PP (#5)	2.45	2.7%	4.65	4.6%	1.21	3.8%	3.91	7.8%	2.61	3.6%	5.79	3.2%	20.62	3.9%
	PS (#6)	0.86	1.0%	1.23	1.2%	0.10	0.3%	0.51	1.0%	0.72	1.0%	5.64	3.1%	9.06	1.7%
	Other Plastics	0.00	0.0%	0.00	0.0%	0.16	0.5%	0.01	0.0%	0.06	0.1%	3.74	2.0%	3.97	0.8%
	Glass	3.48	3.8%	0.00	0.0%	0.00	0.0%	2.65	5.3%	0.20	0.3%	4.57	2.5%	10.90	2.1%
	Aluminum	2.02	2.2%	6.74	6.7%	0.07	0.2%	3.31	6.6%	0.50	0.7%	11.21	6.1%	23.85	4.5%
	Steel	0.03	0.0%	0.00	0.0%	0.00	0.0%	0.02	0.0%	0.00	0.0%	0.02	0.0%	0.07	0.0%
	Gable Top	0.05	0.1%	3.55	3.5%	0.03	0.1%	0.00	0.0%	0.02	0.0%	3.55	1.9%	7.20	1.4%
	Aseptic	1.37	1.5%	5.62	5.6%	0.04	0.1%	0.02	0.0%	0.11	0.2%	8.13	4.4%	15.29	2.9%
Mixed Papers	Fine Paper	2.07	2.3%	7.52	7.5%	0.28	0.9%	3.10	6.2%	2.20	3.1%	12.73	7.0%	27.90	5.3%
	Newspaper	0.06	0.1%	0.00	0.0%	0.00	0.0%	0.21	0.4%	0.10	0.1%	0.00	0.0%	0.37	0.1%
	Boxboard	16.57	18.3%	11.20	11.1%	0.56	1.7%	4.95	9.9%	4.60	6.4%	22.83	12.5%	60.71	11.5%
	Other Fibres	4.63	5.1%	6.81	6.8%	1.07	3.3%	1.37	2.7%	2.30	3.2%	9.93	5.4%	26.11	4.9%
Confidential	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.01	0.0%	0.00	0.0%	0.01	0.0%	
Cardboard	0.01	0.0%	0.48	0.5%	0.16	0.5%	1.06	2.1%	0.81	1.1%	2.11	1.2%	4.63	0.9%	
Paper Towels	12.42	13.7%	8.41	8.3%	4.48	13.9%	2.72	5.4%	15.90	22.0%	14.76	8.1%	58.69	11.1%	
Coffee Cups	5.59	6.2%	0.52	0.5%	2.98	9.3%	4.23	8.5%	5.71	7.9%	3.59	2.0%	22.62	4.3%	
Organics	17.19	19.0%	26.34	26.1%	10.06	31.3%	10.34	20.7%	9.90	13.7%	35.69	19.5%	109.52	20.7%	
Other Organics	0.03	0.0%	0.03	0.0%	0.30	0.9%	0.04	0.1%	0.02	0.0%	1.38	0.8%	1.80	0.3%	
LDPE Plastic Films	0.61	0.7%	1.21	1.2%	1.94	6.0%	0.16	0.3%	0.61	0.8%	1.43	0.8%	5.96	1.1%	
Styrofoam	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.03	0.0%	0.03	0.0%	
Plastic Strapping	0.01	0.0%	0.01	0.0%	0.00	0.0%	0.00	0.0%	0.30	0.4%	0.04	0.0%	0.36	0.1%	
Scrap Wood	1.36	1.5%	0.00	0.0%	0.00	0.0%	1.61	3.2%	0.81	1.1%	2.31	1.3%	6.09	1.2%	
Scrap Metal	0.00	0.0%	0.03	0.0%	0.01	0.0%	0.00	0.0%	0.50	0.7%	3.85	2.1%	4.39	0.8%	
Electronic Waste	0.00	0.0%	0.02	0.0%	0.00	0.0%	0.00	0.0%	1.20	1.7%	0.95	0.5%	2.17	0.4%	
Bulbs	0.00	0.0%	0.48	0.5%	0.04	0.1%	0.41	0.8%	0.40	0.6%	0.00	0.0%	1.33	0.3%	
Batteries	0.00	0.0%	0.08	0.1%	0.00	0.0%	0.00	0.0%	0.01	0.0%	0.04	0.0%	0.13	0.0%	
Printer Toners	0.00	0.0%	0.23	0.2%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.23	0.0%	
Textile	2.77	3.1%	2.00	2.0%	0.00	0.0%	2.16	4.3%	3.62	5.0%	4.53	2.5%	15.08	2.9%	
Composite cans	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.01	0.0%	0.00	0.0%	0.02	0.0%	0.03	0.0%	
Ceramic	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.90	1.2%	0.00	0.0%	0.90	0.2%	
Masks and gloves	1.97	2.2%	0.13	0.1%	0.56	1.7%	0.12	0.2%	0.80	1.1%	0.30	0.2%	3.88	0.7%	
Other/Nonrecyclable	13.57	15.0%	10.51	10.4%	7.00	21.8%	6.32	12.6%	15.96	22.1%	14.05	7.7%	67.41	12.8%	
QAQC Check	90.52	100.0%	100.87	100.0%	32.15	100.0%	49.97	100.0%	72.11	100.0%	182.90	100.0%	528.52	100.0%	
Mixed Containers	11.66	12.9%	24.86	24.6%	2.71	8.4%	11.16	22.3%	5.45	7.6%	52.33	28.6%	108.17	20.5%	
Mixed Papers	23.33	25.8%	25.53	25.3%	1.91	5.9%	9.63	19.3%	9.21	12.8%	45.49	24.9%	115.10	21.8%	
Mandatory Recyclables (Reg103)	7.67	8.5%	14.74	14.6%	0.51	1.6%	10.35	20.7%	3.81	5.3%	30.64	16.8%	67.72	12.8%	
Other Recyclables	58.94	65.1%	72.96	72.3%	21.10	65.6%	26.78	53.6%	41.01	56.9%	129.70	70.9%	350.49	66.3%	
Non-Recyclable	23.91	26.4%	13.17	13.1%	10.54	32.8%	12.84	25.7%	27.29	37.8%	22.56	12.3%	110.31	20.9%	
QAQC Check	TRUE	100.0%	TRUE	100.0%	TRUE	100.0%	TRUE	100.0%	TRUE	100.0%	TRUE	100.0%	TRUE	100.0%	

Note: Highlighted cells represent those items identified in Table 9 of report.

**Table B9: Overall Garbage Composition (Ranked)**

Waste Composition	%	Annual		Divert?	Est.
		443.06	MT	Y/N	Amount <sup>1</sup>
Mixed Papers	21.8%	96.49	MT	Yes	57.89
Organics	20.7%	91.81	MT	Yes	55.09
Mixed Containers	20.5%	90.68	MT	Yes	54.41
Other/Nonrecyclable	12.8%	56.51	MT	No	
Paper Towels	11.1%	49.20	MT	Yes	29.52
Coffee Cups	4.3%	18.96	MT	No	
Textile	2.9%	12.64	MT	No	
Scrap Wood	1.2%	5.11	MT	Yes	3.06
LDPE Plastic Films	1.1%	5.00	MT	Yes	3.00
Cardboard	0.9%	3.88	MT	Yes	2.33
Scrap Metal	0.8%	3.68	MT	Yes	2.21
Masks and gloves	0.7%	3.25	MT	No	
Electronic Waste	0.4%	1.82	MT	Yes	1.09
Other Organics	0.3%	1.51	MT	Yes	0.91
Bulbs	0.3%	1.11	MT	Yes	0.67
Ceramic	0.2%	0.75	MT	No	
Plastic Strapping	0.1%	0.30	MT	No	
Printer Toners	0.04%	0.19	MT	Yes	0.12
Batteries	0.02%	0.11	MT	Yes	0.07
Styrofoam	0.01%	0.03	MT	No	
Composite cans	0.01%	0.03	MT	No	
QAQC Check	100.0%	443.06	MT		210.35

<sup>1</sup> Assumed 60% capture rate of materials in garbage stream.

**Table B10: Overall Mixed Container Summary**

Material	kg	%	Disposed	Recycled
			MT	MT
			90.68	4.64
PET (#1)	14.43	13.3%	12.10	0.62
HDPE (#2)	2.78	2.6%	2.33	0.12
PP (#5)	20.62	19.1%	17.29	0.88
PS (#6)	9.06	8.4%	7.60	0.39
Other Plastics	3.97	3.7%	3.33	0.17
Glass	10.90	10.1%	9.14	0.47
Aluminum	23.85	22.0%	19.99	1.02
Steel	0.07	0.1%	0.06	0.00
Gable Top	7.20	6.7%	6.04	0.31
Aseptic	15.29	14.1%	12.82	0.66
Total	108.17	100.0%	90.68	4.64

**Table B11: Overall Mixed Paper Summary**

Material	kg	%	Disposed	Recycled
			MT	MT
			96.49	2.81
Fine Paper	27.90	24.2%	23.39	0.68
Newspaper	0.37	0.3%	0.31	0.01
Boxboard	60.71	52.7%	50.89	1.48
Other Fibres	26.11	22.7%	21.89	0.64
Confidential	0.01	0.01%	0.01	0.00
Total	115.10	100.0%	96.49	2.81

## Waste Audit Report

Toronto Metropolitan University

Waste Reduction Group Project P1309

**Table B6: Annual Waste Management & Diversion Summary**

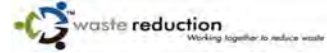
Material Stream	3Rs or Disposed	2017 Total <sup>1</sup>			2019 Total <sup>1</sup>			2021 Total <sup>2</sup>		
		kg	MT	%	kg	MT	%	kg	MT	%
Garbage - Main Campus	Disposed		863.95	100.0%		925.67			441.94	99.7%
Energy Recovery	EFW								1.12	0.3%
<b>Sub-Total</b>			<b>863.95</b>	<b>67.3%</b>		<b>925.67</b>			<b>443.06</b>	<b>81.1%</b>
Cardboard - Main Campus	Recycled		69.37	16.5%		72.52			35.20	34.2%
Paper Towels - Main Campus	Recycled								1.67	1.6%
Mixed Papers - Main Campus	Recycled		104.07	24.8%		110.62			2.81	2.7%
Confidential Papers - Main Campus	Recycled		28.80	6.9%		10.80			0.00	0.0%
Mixed Containers - Main Campus	Recycled		48.80	11.6%		96.47			4.64	4.5%
Scrap Wood/Pallets/Furniture - Main	Recycled		13.56	3.2%		37.24				0.0%
Recovered Recyclables - Main Campus	Recycled		44.82	10.7%						0.0%
Scrap Metals - Main Campus	Recycled					23.47			3.53	3.4%
Oil & Grease - Main Campus	Recycled		16.32	3.9%		17.95				0.0%
Organics - Main Campus	Composted		67.32	16.0%		51.08			17.54	17.0%
E-wastes - Main Campus	Recycled					8.56				
Fluorescent Bulbs - Main Campus	Recycled								0.27	0.3%
Feminine Hygiene Products	Composted					9.48			10.26	10.0%
Refundable Containers	Reused		27.00	6.4%		27.00			27.00	26.2%
<b>Sub-Total</b>			<b>420.06</b>	<b>32.7%</b>		<b>465.19</b>			<b>102.93</b>	<b>18.9%</b>
Total Generated			1284.01	100.0%		1390.86	100.0%		545.99	100.0%
Total Recycled			325.74	25.4%		377.63	27.2%		48.13	8.8%
Total Reused			27.00	2.1%		27.00	1.9%		27.00	4.9%
Total Composted			67.32	5.2%		60.56	4.4%		27.80	5.1%
Total Disposed			863.95	67.3%		925.67	66.6%		443.06	81.1%
<b>Achieved Waste Diversion Rate</b>				<b>32.7%</b>			<b>33.4%</b>			<b>18.9%</b>
<b>Additional Recyclable Materials in Wastes Disposed to Landfill (MT)</b>				<b>375.8</b>			<b>408.8</b>			<b>210.4</b>
<b>Potential Waste Diversion Rate</b>				<b>62.0%</b>			<b>62.8%</b>			<b>57.4%</b>

Notes:

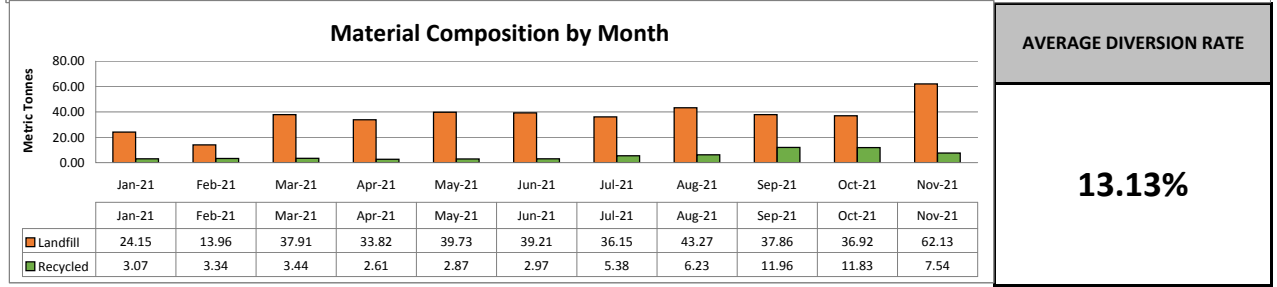
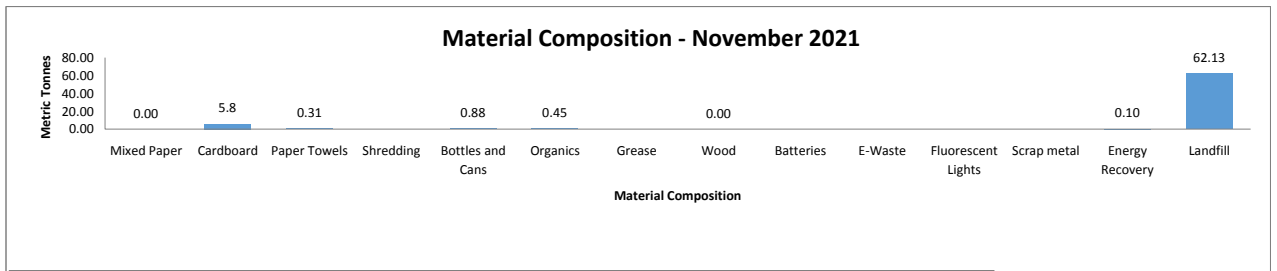
1: Annual Values provided by Client.

2: Per WRG service records.

Ryerson University Main Campus



Month	Mixed Paper	Cardboard	Paper Towels	Shredding	Bottles and Cans	Organics	Grease	Wood	Batteries	E-Waste	Fluorescent Lights	Scrap metal	Energy Recovery	Landfill	Total	Recycled	Diversion Rate
Jan-21	0.25	2.09	0.00	0.00	0.10	0.05	0.00	0.00	0.00	0.00	0.00	0.54	0.04	24.15	27.22	3.07	11.3%
Feb-21	0.15	2.11	0.00	0.00	0.24	0.00	0.00	0.00	0.00	0.00	0.25	0.54	0.05	13.96	17.30	3.34	19.3%
Mar-21	0.11	2.59	0.00	0.00	0.10	0.00	0.00	0.00	0.00	0.00	0.00	0.54	0.10	37.91	41.35	3.44	8.3%
Apr-21	0.14	1.85	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.54	0.08	33.82	36.43	2.61	7.2%
May-21	0.24	1.82	0.00	0.00	0.16	0.00	0.00	0.00	0.00	0.00	0.00	0.54	0.11	39.73	42.60	2.87	6.7%
Jun-21	0.20	1.75	0.00	0.00	0.34	0.00	0.00	0.00	0.00	0.00	0.00	0.54	0.14	39.21	42.18	2.97	7.0%
Jul-21	0.22	1.78	0.00	0.00	0.00	3.25	0.00	0.00	0.00	0.00	0.00	0.00	0.13	36.15	41.53	5.38	13.0%
Aug-21	0.22	1.78	0.00	0.00	0.00	4.11	0.00	0.00	0.00	0.00	0.00	0.00	0.12	43.27	49.50	6.23	12.6%
Sep-21	0.42	5.35	0.61	0.00	1.39	4.11	0.00	0.00	0.00	0.00	0.00	0.00	0.08	37.86	49.82	11.96	24.0%
Oct-21	0.63	5.35	0.61	0.00	1.04	4.11	0.00	0.00	0.00	0.00	0.00	0.00	0.09	36.92	48.75	11.83	24.3%
Nov-21	0.00	5.8	0.31		0.88	0.45		0.00					0.10	62.13	69.67	7.54	10.8%
Average	0.23	2.93	0.14	0.00	0.39	1.46	0.00	0.00	0.00	0.00	0.03	0.32	0.09	36.83	42.39	5.57	13.1%
Total	2.58	32.27	1.53	0.00	4.25	16.08	0.00	0.00	0.00	0.00	0.25	3.24	1.03	405.11	466.34	61.23	
12 Month Total	2.81	35.20	1.67	0.00	4.64	17.54	0.00	0.00	0.00	0.00	0.27	3.53	1.12	441.94	508.73	66.80	



**AVERAGE DIVERSION RATE**

**13.13%**

All units are in Metric Tonnes

---

**Appendix C**

**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

<b>Name of Owner and/or Operator of Entity(ies) and Company Name:</b> Toronto Metropolitan University			
<b>Name of Contact Person:</b>		<b>Telephone #:</b>	<b>Email address:</b>
<b>Street Address(es) of Entity(ies):</b> 350 Victoria Street			
<b>Municipality:</b> Toronto, Ontario			
<b>Type of Entity (check one)</b>			
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>Toronto Metropolitan University is an educational institution with approximately 36,020 FTE students which satisfies Part X of Ontario Regulation 102/94 &amp; 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. Toronto Metropolitan University 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. 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>
Other Plastics	<i>Brought onto campus or 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>
Confidential Papers	<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>
Compostable fibres	<i>Brought onto campus/generated on campus by staff/students.</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>
Compostable dishware	<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>Brought onto campus/generated on campus by staff/students.</i>
Scrap Woods/Pallets	<i>Generated by staff/students/operations on campus</i>
Scrap Metals	<i>Generated by staff/students on campus</i>
Electronic Wastes (incl. toners)	<i>Generated by staff/students/operations on campus</i>
Bulbs & Ballasts	<i>Generated by operations on campus</i>
Batteries	<i>Generated by staff/students on campus</i>
Refundable Containers	<i>Generated by staff/students on campus</i>
Residual Wastes	<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).

<b>Category</b>	<b>Waste to be Disposed</b>	<b>Reused or Recycled Waste</b>
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>
Other Plastics	<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>
Confidential Papers	<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>
Compostable fibres	<i>Staff/Students may place in garbage</i>	<i>Staff/Students may place in recycling containers (where available).</i>
Coffee cups	<i>Staff/Students place in garbage</i>	<i>No recycling program implemented.</i>
Organics / Food Waste	<i>Staff/Students may place in garbage</i>	<i>Staff/Students may place in recycling containers (where available).</i>
Compostable dishware	<i>Staff/Students may place in garbage</i>	<i>Staff/Students may place in recycling containers (where available).</i>
LDPE (#4) plastic film	<i>Staff/Students place in garbage</i>	<i>No recycling program implemented.</i>
Styrofoam	<i>Staff/Students place in garbage</i>	<i>No recycling program implemented.</i>
Plastics Strapping	<i>Staff/Students place in garbage</i>	<i>No recycling program implemented.</i>
Scrap Woods/Pallets	<i>Staff/Students place in garbage</i>	<i>No recycling program implemented.</i>
Scrap Metals	<i>Staff/Students place in garbage</i>	<i>No recycling program implemented.</i>
Electronic Wastes (incl. toners)	<i>Staff/Students may place in garbage</i>	<i>Staff/Students may place in recycling containers.</i>
Bulbs & Ballasts	<i>Staff/Students may place in garbage</i>	<i>Staff/Students may place in recycling containers.</i>
Batteries	<i>Staff/Students may place in garbage</i>	<i>Staff/Students may place in recycling containers.</i>
Refundable Containers	<i>Staff/Students may place in garbage</i>	<i>Staff/Students may place in recycling containers.</i>
Residual Wastes	<i>Staff/Students place in garbage</i>	<i>No recycling program implemented.</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**

Categories of Waste	Estimated Amount of Waste											
	Generated			Reduced/Reused			Recycled			Disposed		
	"A"	"B"	"C" *	"A"	"B"	"C" *	"A"	"B"	"C" *	"A"	"B" Current	"C" *
	Base Year	Current Year	Change (A - B)	Base Year	Current Year	Change (A - B)	Base Year	Current Year	Change (A - B)	Base Year	Year	Change (A - B)
Tonnes	Tonnes	Tonnes	Tonnes	Tonnes	Tonnes	Tonnes	Tonnes	Tonnes	Tonnes	Tonnes	Tonnes	Tonnes
PET (#1) plastic food and beverage bottles	42.56	12.72	29.84	0.00	0.00	0.00	28.68	0.62	28.06	13.88	12.10	1.78
HDPE (#2) Containers	16.22	2.45	13.77	0.00	0.00	0.00	10.93	0.12	10.81	5.29	2.33	2.96
Polypropylene (#5) Containers	50.89	18.17	32.72	0.00	0.00	0.00	34.30	0.88	33.41	16.59	17.29	-0.69
Polystyrene (#6) Containers	36.77	7.98	28.79	0.00	0.00	0.00	24.78	0.39	24.39	11.99	7.60	4.40
Other Plastics	0.00	3.50	-3.50	0.00	0.00	0.00	0.00	0.17	-0.17	0.00	3.33	-3.33
Glass food and beverage bottles/jars	13.68	9.60	4.08	0.00	0.00	0.00	9.22	0.47	8.75	4.46	9.14	-4.68
Aluminum food and beverage cans	27.53	21.02	6.51	0.00	0.00	0.00	18.55	1.02	17.53	8.98	19.99	-11.02
Steel food and beverage cans	6.38	0.06	6.32	0.00	0.00	0.00	4.30	0.00	4.30	2.08	0.06	2.02
Gable Top/Milk Containers	21.58	6.34	15.23	0.00	0.00	0.00	14.54	0.31	14.23	7.04	6.04	1.00
Aseptic Containers	14.87	13.47	1.40	0.00	0.00	0.00	10.02	0.66	9.37	4.85	12.82	-7.97
Fine paper	118.26	24.07	94.18	0.00	0.00	0.00	81.91	0.68	81.23	36.34	23.39	12.95
Newsprint	48.66	0.32	48.34	0.00	0.00	0.00	28.89	0.01	28.88	19.77	0.31	19.46
Boxboard shoe boxes, cereal boxes, etc.	32.12	52.38	-20.26	0.00	0.00	0.00	19.07	1.48	17.59	13.05	50.89	-37.85
Glossy magazines, catalogues, flyers	49.91	22.53	27.39	0.00	0.00	0.00	29.64	0.64	29.00	20.28	21.89	-1.61
Confidential Paper	0.00	0.01	-0.01	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.01	-0.01
Corrugated Cardboard	178.10	39.08	139.02	0.00	0.00	0.00	121.20	35.20	86.00	56.90	3.88	53.02
Paper Towels	115.90	50.87	65.03	0.00	0.00	0.00	0.00	1.67	-1.67	115.90	49.20	66.70
Coffee Cups	31.83	18.96	12.87	0.00	0.00	0.00	0.00	0.00	0.00	31.83	18.96	12.87
Organic Food Wastes	220.89	109.35	111.54	0.00	0.00	0.00	89.10	17.54	71.56	131.79	91.81	39.98
Other Organic	0.00	11.77	-11.77	0.00	0.00	0.00	0.00	10.26	-10.26	0.00	1.51	-1.51
LDPE (#4) Plastic Films	48.44	5.00	43.44	0.00	0.00	0.00	0.00	0.00	0.00	48.44	5.00	43.44
Styrofoam (#6) Plastic	9.20	0.03	9.18	0.00	0.00	0.00	0.00	0.00	0.00	9.20	0.03	9.18
Plastic Strapping	0.00	0.30	-0.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.30	-0.30
Scrap Wood/Pallets	23.28	5.11	18.17	0.00	0.00	0.00	13.56	0.00	13.56	9.72	5.11	4.61
Scrap Metal	63.29	7.21	56.07	0.00	0.00	0.00	0.00	3.53	-3.53	63.29	3.68	59.61
Electronic Wastes	13.63	1.82	11.81	0.00	0.00	0.00	0.00	0.00	0.00	13.63	1.82	11.81
Fluorescent Bulbs	6.37	1.39	4.98	0.00	0.00	0.00	6.37	0.27	6.10	0.00	1.11	-1.11
Batteries	0.00	0.11	-0.11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.11	-0.11
Printer Toners	0.00	0.19	-0.19	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.19	-0.19
Refundable Containers	27.00	27.00	0.00	27.00	27.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Textiles	0.00	12.64	-12.64	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12.64	-12.64
Composite Cans	0.00	0.03	-0.03	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.03	-0.03
Ceramic	0.00	0.75	-0.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.75	-0.75
Masks & Gloves	0.00	3.25	-3.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.25	-3.25
Oil & Grease	16.32	0.00	16.32	0.00	0.00	0.00	16.32	0.00	0.00	0.00	0.00	0.00
Recovered Recyclables	49.95	0.00	49.95	0.00	0.00	0.00	49.95	0.00	0.00	0.00	0.00	0.00
Other/Nonrecyclable	315.63	56.51	259.12	0.00	0.00	0.00	0.00	0.00	0.00	315.63	56.51	259.12
<b>Total</b>	<b>1599.26</b>	<b>545.99</b>	<b>1053.27</b>	<b>27.00</b>	<b>27.00</b>	<b>0.00</b>	<b>611.34</b>	<b>75.93</b>	<b>469.14</b>	<b>960.92</b>	<b>443.06</b>	<b>517.86</b>
<b>Percent Change (C ÷ A x 100)</b>			<b>65.9%</b>			<b>0.0%</b>			<b>76.7%</b>			<b>53.9%</b>

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 2017

**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 formal "green" purchasing policy is in place at Toronto Metropolitan University. However, the different purchasing departments at the University do consider environmental impacts of their purchases whenever options are available and 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.

<b>I hereby certify that the information provided in this Report of Waste Audit is complete and correct.</b>		
<b>Signature of authorized official:</b>	<b>Title:</b>	<b>Date:</b>

---

**Appendix D**

**Waste Reduction Work Plan**

---

# 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

<b>Name of Owner and/or Operator of Entity(ies) and Company Name:</b> Toronto Metropolitan University			
<b>Name of Contact Person:</b>		<b>Telephone #:</b>	<b>Email address:</b>
<b>Street Address(es) of Entity(ies):</b> 350 Victoria Street			
<b>Municipality:</b> Toronto, Ontario			
<b>Type of Entity (check one)</b>			
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

<b>Provide a brief overview of the entity(ties):</b>
<p>Toronto Metropolitan University is an educational institution with approximately 36,020 FTE students which satisfies Part X of Ontario Regulation 102/94 &amp; 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. Toronto Metropolitan University 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
<p>Comingled Containers (PET, HDPE, LDPE, PP, PS, Aluminum, Steel, Glass, Aseptic)</p>	<p><u>“Comingled 3Rs Program”</u>  <u>Reduce:</u> Staff/Students will be encouraged to bring reusable containers food/beverage containers for lunch and breaks. Ryerson University will encourage suppliers to reduce the amount of polystyrene used to transport supplies. Ryerson University will encourage suppliers to reduce the amount of plastic film and wrapping materials used to transport supplies.  <u>Reuse:</u> Staff/Students will be encouraged to reuse plastic crates and totes wherever possible.  <u>Recycle:</u> Staff/Students will be provided with recycling bins in high waste generating areas and food service areas for mixed containers/plastics. Staff/Students will be encouraged to place mixed containers/plastics 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>
<p>Mixed Papers (Fine Paper, newsprint, boxboard, magazines, molded papers, kraft, catalogues, flyers, etc)</p>	<p><u>“Mixed Paper 3Rs Program”</u>  <u>Reduce:</u> 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.  <u>Reuse:</u> 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.  <u>Recycle:</u> 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 receptacles. Staff/Students will empty receptacles into centralized containers. Custodial Staff/Students will empty centralized containers into bulk container in designated area for collection as required.</p>
<p>Confidential Papers</p>	<p><u>“Confidential Paper 3Rs Program”</u>  <u>Reduce:</u> None.  <u>Reuse:</u> None.  <u>Recycle:</u> Staff/Students will be reminded of the existing program. Receptacles will be provided in each designated office 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>
<p>Cardboard</p>	<p><u>“Cardboard 3Rs Program”</u>  <u>Reduce:</u> Suppliers will be encouraged to make use of reusable containers for the shipment of supplies to the University.  <u>Reuse:</u> Cardboard boxes will be reused for shipments when appropriate.  <u>Recycle:</u> Staff/Students will be reminded of the existing program. Cleaners will be trained on where to dispose of waste correctly.</p>
<p>Coffee Cups, Coffee Pods, Other Drink Cups</p>	<p>No 3Rs Program</p>
<p>Organics</p>	<p><u>“Organics 3Rs Program”</u>  <u>Reduce:</u> Students will be encouraged to bring uneaten food items home after lunch breaks or uneaten. Non-perishable food items can be donated to a local food drive.  <u>Reuse:</u> Staff/Students provided with reusable china in some food service areas.  <u>Recycle:</u> Staff/Students will be continually reminded of the existing program. Kitchen staff &amp; cleaners trained on where to dispose of waste correctly. Additional bins added to the university food service areas to capture organic materials. Signs improved relating to organics program</p>



	<i>to assist staff/students in sorting organic stream correctly. Selling of disposable food containers discouraged on campus, and if sold, containers should be compostable. Updated organics handouts for staff/student education/training program. Training of food service staff regarding improvements to organics program.</i>
Compostable fibers, dishware	<p><u>“Organics 3Rs Program”</u>  <u>Reduce:</u> Students will be encouraged to bring uneaten food items home after lunch breaks or uneaten. Non-perishable food items can be donated to a local food drive.  <u>Reuse:</u> Staff/Students provided with reusable china in some food service areas.  <u>Recycle:</u> Staff/Students will be continually reminded of the existing program. Kitchen staff &amp; cleaners trained on where to dispose of waste correctly. Additional bins added to the university food service areas to capture organic materials. Signs improved relating to organics program to assist staff/students in sorting organic stream correctly. Selling of disposable food containers discouraged on campus, and if sold, containers should be compostable. Updated organics handouts for staff/student education/training program. Training of food service staff regarding improvements to organics program.</p>
LDPE (#4) films, Plastic bags, Styrofoam, Plastic Strapping, Non-recyclable Plastics	<i>No 3Rs Programs</i>
Scrap Metals	<p><u>“Scrap Metals 3Rs Program”</u>  <u>Reduce:</u> None.  <u>Reuse:</u> None.  <u>Recycle:</u> Staff will be reminded of the existing program.</p>
Wood Pallets/Scrap Woods	<p><u>“Scrap Woods &amp; Wood Pallets 3Rs Program”</u>  <u>Reduce:</u> Staff to monitor use of Pallet to eliminate/reduce broken pallets.  <u>Reuse:</u> Staff will be reminded of the existing program. Staff/Students will be encouraged to 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.</p>
Electronic Wastes (incl. printer toners)	<p><u>“Ewastes 3Rs Program”</u>  <u>Reduce:</u> None.  <u>Reuse:</u> None.  <u>Recycle:</u> Staff will be reminded of the existing program.</p>
Bulbs & Ballasts	<p><u>“Bulbs 3Rs Program”</u>  <u>Reduce:</u> None.  <u>Reuse:</u> None.  <u>Recycle:</u> Staff will be reminded of the existing program.</p>
Batteries	<p><u>“Batteries 3Rs Program”</u>  <u>Reduce:</u> None.  <u>Reuse:</u> None.  <u>Recycle:</u> Staff will be reminded of the existing program.</p>
Oil & Grease	<p><u>“Oil &amp; Grease 3Rs Program”</u>  <u>Reduce:</u> None.  <u>Reuse:</u> None.  <u>Recycle:</u> Staff will be reminded of the existing program.</p>

#### 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 #
	All programs, or will direct to appropriate person.	

**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.	
<b>Source Separation and 3Rs Program</b>	<b>Schedule for Completion</b>
Mixed Containers	<i>3Rs Program currently in place. Continual improvement to signage and additional promotional campaigns to be considered.</i>
Mixed Papers	<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>
Confidential Papers	<i>3Rs Program currently in place. Continual improvement to signage and additional promotional campaigns to be considered.</i>
Organics	<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>
Scrap Wood/ Wood Pallets/Furniture	<i>3Rs Program currently in place. Continual improvement to signage and additional promotional campaigns to be considered.</i>
Ewastes	<i>3Rs Program currently in place. Continual improvement to signage and additional promotional campaigns to be considered.</i>
Bulbs and Ballasts	<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>
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:
<p><i>Written communication will be distributed or posted for all employees to read, detailing the audit results and the plan to increase and continue with recycling initiatives for all functional areas of the facility. The communication will speak to the Work Plan action items and objectives, and will provide the vehicle necessary to continue towards greater diversion success.</i></p> <p><i>Follow up communications will be provided to inform employees and students of program success, challenges and/or improvements required on a continual basis. Include recycling handling and protocols in on-site Health and Safety Training, and new staff orientation programs, as well as post information in all staff common areas, encouraging employees and students to participate in the available programs.</i></p>

## 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	12.72	Mixed Containers 3Rs Program			8.90	70%
HDPE (#2) Containers	2.45	Mixed Containers 3Rs Program			1.71	70%
Polypropylene (#5) Containers	18.17	Mixed Containers 3Rs Program			12.72	70%
Polystyrene (#6) Containers	7.98	Mixed Containers 3Rs Program			5.59	70%
Other Plastics	3.50	Mixed Containers 3Rs Program			5.95	170%
Glass food and beverage bottles/jars	9.60	Mixed Containers 3Rs Program			6.72	70%
Aluminum food and beverage cans	21.02	Mixed Containers 3Rs Program			14.71	70%
Steel food and beverage cans	0.06	Mixed Containers 3Rs Program			0.04	70%
Gable Top Containers	6.34	Mixed Containers 3Rs Program			4.44	70%
Aseptic Containers	13.47	Mixed Containers 3Rs Program			9.43	70%
Fine paper	24.07	Mixed Papers & Confidential Paper 3Rs Program			20.46	85%
Newsprint	0.32	Mixed Papers 3Rs Program			0.22	70%
Boxboard shoe boxes, cereal boxes, etc.	52.38	Mixed Papers 3Rs Program			36.66	70%
Glossy magazines, catalogues, flyers	22.53	Mixed Papers 3Rs Program			15.77	70%
Confidential	0.01	Mixed Papers 3Rs Program			0.01	90%
Cardboard	39.08	Cardboard 3Rs Program			35.18	90%
Compostable fibres	50.87	Organics 3Rs Program (food areas)			5.09	10%
Coffee cups	18.96	No 3Rs Program				NA
Organics / Food Waste	109.35	Organics 3Rs Program			65.61	60%
Compostable dishware	11.77	Organics 3Rs Program			7.06	60%
LDPE (#4) plastic film	5.00	No 3Rs Program				NA
Styrofoam	0.03	No 3Rs Program				NA
Plastics Strapping	0.30	No 3Rs Program				NA
Scrap Woods/Pallets	5.11	Scrap Woods/Pallets 3Rs Program			5.11	100%
Scrap Metals	7.21	Scrap Metals 3Rs Program			7.21	100%

Electronic Wastes (incl. toners)	1.82	Ewastes 3Rs Program			1.82	100%
Bulbs & Ballasts	1.39	Bulbs 3Rs Program			1.39	100%
Batteries	0.11	Batteries 3Rs Program			0.11	100%
Refundable Containers	27.00	Refundable Containers 3Rs Program			27.00	100%
Feminine Hygiene	10.26	Feminine Hygiene 3Rs Program			10.26	100%
Residual Wastes	73.38	No 3Rs Program				NA

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

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

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