



2015 RCO Awards IC&I Category

Company Name

Current Date

Applicant Name

Applicant E-mail address

An IC&I applicant can apply as any one of the following:

- Distribution Centre
- Educational Institution
- Entertainment or Sports Venue
- Hospital
- Hotel or Motel
- Manufacturer
- Office Building
- Retail Complex (Shopping Centre)
- Retail Store (Individual)
- Other (not described above)

Provide a brief description of your organization. (max 500 words)

One-year time period for this application, ending in 2014. Example June 2013 to June 2014.

Describe the scope of your waste management program. Scope includes all structures, programs, processes, services and administration for which you have direct responsibility (max 500 words)

Facility size in square metres.

Waste Figures for 2013_2014. Reported amounts must be substantiated by your Waste Audit Report

[Current Audit Year:](#) How much solid waste in total, was **generated** in the current audit year ending in 2014? Report **all wastes** including those recycled and disposed in metric tonnes.

[Current Audit Year:](#) How much waste in total was **diverted**? Provide number of metric tonnes.

Note: EFW Treatments and Organic Waste Digestion Systems are NOT considered diversion.

1. Waste Audit

Describe the way that you conduct your waste audit, including methods used to identify, characterize and quantify the solid wastes you generate for reuse, recycling and disposal.

What was the sample size for the waste audit?

- 24 hours
- 48 hours
- 72 hours
- Other (please specify)

How much waste from the time period is examined? Provide details on the number of bags, gaylords or other containers and from what areas of the company's operations the waste was collected.

What date did the waste sorting occur?

2. Goals

Describe the organization's top 3 waste reduction goals during the current reporting year (2014) and the programs implemented to address them.

List the wastes targeted for improvement. Why were these wastes chosen?

Time line for program implementation of program (start date/end date)

Implementation process, resources used

Tracking process

Outcomes quantitative and qualitative

Quantify the results of these goals in terms of reduced, reused or recycled wastes using the fields below.

Goal #1

Solid Waste Reduced (metric tonnes)

Solid Waste Reused (metric tonnes)

Solid Waste Recycled (metric tonnes)

Goal #2

Solid Waste Reduced (metric tonnes)

Solid Waste Reused (metric tonnes)

Solid Waste Recycled (metric tonnes)

Goal # 3:

Solid Waste Reduced (metric tonnes)

Solid Waste Reused (metric tonnes)

Solid Waste Recycled (metric tonnes)

3. Engagement (Communications)

What are the principal goals of your plan (Example: measurable waste reduction and recycling, better compliance from employees, tenants, visitors)

Describe the program strategy developed to engage employees, customers, tenants, students and the general public in 3R's activity.

Describe your use of digital media and other technologies to enhance your efforts to effect change. (Example: social media, blogs, websites, e-mail)

List the tactical elements of engagement (formal trainings, lunch & learns, newsletters & bulletins, contests or other outreach elements and the frequency of use for each.

Send any samples of communications, graphics, visuals to: events@rco.on.ca

4. Innovation

Describe in detail a program, process or activity that made a significant difference in your waste management plan.

Why was this innovative?

What resources were recruited to create and execute this innovation? (Example: staff, management, consultants or other third parties)

Please submit a copy of your most recent Waste Audit and Waste Reduction Work Plan in accordance with O. Reg. 102/94, as a PDF file attachment.

Send directly to: events@rco.on.ca

Send support documents tagged to identify criteria element to: events@rco.on.ca