

MULTI-FAMILY PROPERTIES WITH 5+ UNITS AND BUSINESSES IN HAYWARD

must keep their recyclables and compostables separate from the garbage.

ENFORCEMENT EXPANDS January 1, 2017.

ACWMA ORDINANCE 2012-01

Attention Hayward Property Owners and Managers:

The Alameda County Waste Management Authority Mandatory Recycling Ordinance 2012-01 has mandated recycling in **Hayward** since July 1, 2012 for businesses and institutions with 4 or more cubic yards of weekly garbage service as well as all multi-family properties with 5 or more units.

Phase 2 of the Mandatory Recycling Ordinance began July 1, 2015, requiring businesses that regularly generate organics and multi-family properties to arrange for separate collection of organics (food scraps and compostable paper). Effective July 1, 2016, all businesses (regardless of garbage service volume) are required to arrange for separate collection of recyclables.

This letter is to notify you that, beginning January 1, 2017, ACWMA will actively enforce all phases of the Ordinance to determine compliance. Expanded enforcement activities include inspection for compliance with the new recycling collection requirements at businesses with less than 4 cubic yards of weekly garbage service. Violations could result in a citation and fine.

FOLLOW THE LAW TO AVOID POSSIBLE CITATION AND FINE

Property owners and managers of commercial properties and multi-family properties with five or more units may be cited and possibly fined for the following violations:

1. For businesses and institutions that generate significant quantities* of organics (such as restaurants and grocery stores) and for multi-family properties: Failure to provide containers and service of sufficient number, size, and collection frequency for **organics** (food scraps, compostable paper, and plant debris) at the same or an equally convenient location as garbage.
2. Failure to provide containers and service of sufficient number, size, and collection frequency for **recyclable materials** at the same or an equally convenient location as garbage. Materials that must be recycled include: cardboard, newspaper, white paper, mixed recyclable paper, recyclable glass food and beverage containers, metal (aluminum and steel) food and beverage containers, PET (#1) and HDPE (#2) plastic bottles. The service must be able to capture all of the recyclables generated on-site.

3. Failure to provide information at least annually to employees, tenants, and contractors describing how to properly use the recycling and garbage containers. This information must also be provided no later than 14 days after move-in and no less than 14 days prior to move-out.

Businesses and institutions may also be cited, and possibly fined for:

4. For businesses and institutions that generate significant quantities* of organics: Failure to place food scraps and compostable paper in a separate container for organics collection.
5. Disposing of recyclable materials in the garbage.
6. Disposing of garbage in the recycling or organics containers.

* See the definition of "significant quantity" on the reverse side.

WHAT ARE "ORGANICS"?

When we refer to “organics,” we are not talking about the pesticide-free produce you buy at the grocery store. Organics is a term used to describe compostable materials such as food scraps, food-soiled paper, and plant debris. These materials, when sent to a composting facility, will become compost – a valuable resource used by landscapers and farmers.

The Mandatory Recycling Ordinance requires “discarded food” and “compostable paper” to be kept separate from garbage and placed in a container for organics collection. Compostable materials that now must be kept separate from the garbage include items such as:

- Food prep trimmings
- Spoiled or contaminated food
- Paper contaminated with food or oils such as pizza boxes and bakery boxes
- Paper that is wet
- Paper plates, towels, and napkins

WHAT IS A "SIGNIFICANT QUANTITY"?

The Ordinance prohibits the disposal of any food scraps or food-soiled paper in the garbage. However, currently only businesses and institutions that generate a “significant quantity” of organics are required to have separate collection service. Organics are considered significant when 20 gallons (four 5-gal buckets) or more of organics are disposed of in a garbage bin or 10 gallons (two 5-gal buckets) or more are disposed of in a garbage cart. To determine if you exceed the threshold, take a look in your garbage bins or carts the day before collection day.



Garbage Bin



Garbage Cart

SETTING-UP COLLECTION SERVICE

To set-up recycling or organics collection service, please contact Waste Management of Alameda County at: (510) 537-5500.

RESOURCES AND ASSISTANCE

- **Free site visits** – Business Assistance representatives can help you identify specific opportunities to reduce waste, comply with the law, and often save money on solid waste bills.
 - » www.RecyclingRulesAC.org/Request-Assistance
- **Downloadable posters and signs** – Options include posters specific to Hayward, generic signs for use in any city, and even a sign-maker tool to customize signs to fit your needs.
 - » www.RecyclingRulesAC.org/city-of-hayward
 - » www.RecyclingRulesAC.org/support-materials
- **Template letters** for compliance with the annual notification requirement.
 - » www.RecyclingRulesAC.org/support-materials
- **Free indoor food scrap bins** – Up to \$500 per approved site.
 - » www.RecyclingRulesAC.org/containers

FREE INDOOR FOOD SCRAP BINS



Up to \$500 per approved business.

APPLY ONLINE NOW

www.RecyclingRulesAC.org/containers