

INSERT COUNTY LETTERHEAD

Date

Dear **contact name of local government/business/industry**,

County name County is preparing the **2019** Annual Progress Report (APR) to the state to report efforts toward meeting the 25% waste reduction and diversion goal. All local governments, businesses and industry actively engaged in the recovery or recycling of materials are encouraged to contribute their **2019** waste reduction and diversion efforts and be included in the measurement toward achieving the goal. Enclosed/Attached is a Recycling and Diversion Survey that can easily be completed and submitted for inclusion in the APR.

Inclusion in the APR may benefit local business or industry through improved end markets for recovered materials, identification of needed infrastructure to better manage materials being generated, and increased opportunities for materials exchanges with other industries that needing feedstock. The county will benefit toward achieving the 25% waste reduction and diversion goal, by demonstrating a need for collection or processing infrastructure, and by identifying opportunities for improved marketing or diversion.

Please submit the completed Recycling and Diversion Survey by **day of the week, date** to ensure inclusion in the APR. Proprietary information may be submitted directly to the Tennessee Department of Environment and Conservation and compiled and reported in cumulative statewide totals, by type of recovered material [T.C.A. § 68-211-871(e)]. Contact the Division of Solid Waste Management for more details:

Ashby Barnes at (615) 532-8010 or at R.Ashby.Barnes@tn.gov or
Bishop Wagener at (615) 253-9929 or at Bishop.Wagener@tn.gov

If you have any other questions regarding the form or need clarification you may contact **Local Contact Name** at **phone number** or by email at **email address**. Thank you for your efforts toward helping **county name** County and the state achieve their waste reduction and diversion goals.

Sincerely,

Name

Title, Organization

INSERT COUNTY NAME

MUNICIPAL SOLID WASTE REGION

RECYCLING & DIVERSION SURVEYS

The Recycling & Diversion Surveys are to be completed by all collectors or primary collection point recyclers. Processors and end-users are exempt from having to complete this report. The survey should be completed early enough to allow the Annual Progress Report (APR) to be reviewed, approved by the solid waste board for the region and submitted to the Tennessee Department of Environment prior to March 31 of the year immediately following the reporting year.

Should the Region have difficulty collecting the information the statute allows the Region to compel those actively engaged in the collection, transportation, and/or disposal of solid waste to provide the necessary information [T.C.A. § 68-211-871(c) and (d)].¹ If you do not wish to submit your information to the Region, you may submit it directly to TDEC.² Such information shall be treated as proprietary information but may be compiled and reported in cumulative statewide totals, by type of recovered material.³ Such information shall not be released to the public in such a manner as to identify it with an individual recovered materials processing facility.⁴

Amounts can be reported in tons, pounds (Lbs.), cubic yards (Yd³) or gallons. Make sure the correct unit of measure is indicated.

County of Origin:

Name:	Contact:	Phone:
Address :	Email:	Fax:

Select the type of recycling or diversion:

Residential (Curbside, Drop-off, Public) <input type="checkbox"/>	Commercial (Retail and Office) <input type="checkbox"/>
Institutional (Schools, Hospitals) <input type="checkbox"/>	Industry (Manufacturing Sector) <input type="checkbox"/>
Special Events (Festivals, annual activities) <input type="checkbox"/>	Other (Call TDEC) <input type="checkbox"/> Please specify:

¹ T.C.A. § 68-211-871(c) and (d)

² T.C.A. § 68-211-871(e).

³ *Id.*

⁴ *Id.*

Residential Recycling Survey:

Recycling: Means the process by which recovered materials are transformed into new products, including the collection, separation, processing, and reuse of recovered materials either directly or as raw materials for the manufacture of new products.

Commodity	Amount - Curbside (Tons, Lbs., Yd ³ , or Gallons)	Amount - Drop-Off (Tons, Lbs., Yd ³ , or Gallons)
Metals		
Steel		
Tin		
Iron		
Copper		
Aluminum Beverage Containers		
Other Aluminum		
Bronze & Brass		
Mixed Metal		
Auto Body Scrap		
Oil Filters		
Fiber		
Sorted Office Paper (SOP)		
Mixed Office Paper (MOP)		
Old Newsprint Paper (ONP)		
Old Corrugated Cardboard (OCC)		
All other grades		
Plastics		
PET #1		
HDPE #2		
PVC #3		
LDPE #4		
PP #5		
PS #6		
Other #7		
ABS		
Mixed 1&2		
Mixed 3-7		
Mixed All Plastic		
Glass		
Clear (Flint)		
Green		
Amber		
Blue		
Non-ABC		
Mixed Glass		
Batteries		
Lead-Acid		
Dry Cell		
Automotive Fluids		
Used Oil		
Antifreeze		
Transmission Fluid		
Other		
Scrap Tires		
Scrap Tires		

Residential Survey (continued):

Commodity	Amount - Curbside (Tons, Lbs., Yd ³ , or Gallons)	Amount - Drop-Off (Tons, Lbs., Yd ³ , or Gallons)
Single Stream		
Single Stream Recycling		
Other Recyclables		
Latex Paint		
White Goods/Appliances		
Textiles		
Pallets		
Electronics		
Mattresses		
Cooking Oil/Grease		
Carpet and Padding		
Recycled C & D (not landfilled)		

Residential Diversion Survey:

Diversion: Items Diverted away from Class I or III/IV landfills but do not fit the definition of recycling in the previous section. State credit will still be given to this material.

Commodity	Amount - Curbside (Tons, Lbs., Yd ³ , or Gallons)	Amount - Drop-Off (Tons, Lbs., Yd ³ , or Gallons)
Organics		
Food Waste (composted)		
Food Waste (donated)		
Yard Trimmings (composted)		
Yard Trimmings (mulched)		
Bio-Solids		
Bio-Solids (land applied)		
Bio-Solids (composted)		
Alternative Daily Cover		
Alternate Daily Cover		
Permanent HHW Facilities		
Permanent HHW Facilities		
Construction and Demolition Debris		
C & D (not landfilled, not recycled)		
Crushed Glass for civil engineering projects (not landfilled, not recycled)		

Industrial, Commercial and Institutional (ICI) Recycling Survey

Instruction: Separate recycling reports will be completed for each ICI who are actively engaged in the recovery or recycling of materials within the county boundaries. Residential tonnages should not be included in these numbers.

Recycling: Means the process by which recovered materials are transformed into new products, including the collection, separation, processing, and reuse of recovered materials either directly or as raw materials for the manufacture of new products.

Commodity	Amount (Tons, Lbs., Yd ³ , or Gallons)	Average Sale Price Per Ton (not required)
Metals		
Steel		\$
Tin		\$
Iron		\$
Copper		\$
Aluminum Beverage Containers		\$
Other Aluminum		\$
Bronze & Brass		\$
Mixed Metal		\$
Auto Body Scrap		\$
Oil Filters		\$
Fiber		
Sorted Office Paper (SOP)		\$
Mixed Office Paper (MOP)		\$
Old Newsprint Paper (ONP)		\$
Old Corrugated Cardboard (OCC)		\$
All other grades		\$
Plastics		
PET #1		\$
HDPE #2		\$
PVC #3		\$
LDPE #4		\$
PP #5		\$
PS #6		\$
Other #7		\$
ABS		\$
Mixed 1&2		\$
Mixed 3-7		\$
Mixed All Plastic		\$
Glass		
Clear (Flint)		\$
Green		\$
Amber		\$
Blue		\$
Non-ABC		\$
Mixed Glass		\$
Batteries		
Lead-Acid		\$
Dry Cell		\$
Automotive Fluids		
Used Oil		\$
Antifreeze		\$
Transmission Fluid		\$
Other		\$

Industrial, Commercial and Institutional (ICI) Recycling Survey (continued):

Commodity	Amount (Tons, Lbs., Yd ³ , or Gallons)	Average Sale Price Per Ton (not required)
Scrap Tires		
Scrap Tires		\$
Single Stream		
Single Stream Recycling		\$
Other Recyclables		
Latex Paint		\$
White Goods/Appliances		\$
Textiles		\$
Pallets		\$
Electronics		\$
Mattresses		\$
Cooking Oil/Grease		\$
Carpet and Padding		\$
Recycled C & D (not landfilled)		\$

Industrial, Commercial and Institutional (ICI) Diversion Survey:

Diversion: Items Diverted away from Class I or III/IV landfills but do not fit the definition of recycling in the previous section.
State credit will still be given to this material.

Commodity	Amount (Tons, Lbs., Yd ³ , or Gallons)	Average Sale Price Per Ton (not required)
Organics		
Food Waste (composted)		\$
Food Waste (donated)		\$
Yard Trimmings (composted)		\$
Yard Trimmings (mulched)		\$
Bio-Solids		
Bio-Solids (land applied)		\$
Bio-Solids (composted)		\$
Industrial Byproducts		
Industrial Byproducts		\$
Alternative Daily Cover		
Alternate Daily Cover		\$
Construction and Demolition Debris		
C & D (not landfilled, not recycled)		\$
Crushed Glass for civil engineering projects (not landfilled, not recycled)		\$