

# Ontario's 3Rs Regulations

Ontario's 3Rs Regulations (Regulation 102) governing non-hazardous solid waste from residential, industrial, commercial and institutional (IC&I) sources became law in March 1994. Designated industrial, commercial and institutional (IC&I) organizations are now required to implement waste audits, waste reduction work plans and source separation programs. This document briefly describes the regulatory requirements for IC&I organizations. Contacts are provided at the end of this fact sheet if you require more information.

## Waste Audits

Designated organizations are required to conduct a waste audit which must be updated annually. A waste audit will tell your organization (and the government) what types of wastes are produced and in what quantities. The waste audit must go beyond looking at what waste is produced to also identify the underlying reasons and operational factors for waste generation (such as procurement policies, and specifications for raw materials, supplies and equipment). Specifically, the audit should address:

- the amount, nature and composition of the waste produced in all departments
- how the waste is produced including relevant management policies and practices
- how the waste is currently managed

It does not matter who conducts the waste audit. It could be members of your staff, a consulting firm, or it could be conducted in cooperation with students from a local high school. For more information on conducting a waste audit, contact the RCO at [rco@rco.on.ca](mailto:rco@rco.on.ca) or call 416-657-2797.

## Waste Reduction Work Plans

Once you have established what waste is produced and how, the waste reduction work plan will establish concrete goals for reducing that waste. The waste reduction work plan must include a plan for reducing, reusing and recycling waste; identify who is responsible for implementation; and provide a summary of timing and expected results from the waste reduction projects.

As part of the implementation, the work plan must be communicated to all employees, and a summary of the plan must be posted so that it is clearly visible to employees. Both the waste audit and the waste reduction work plan must be updated annually.

### WHO MUST COMPLY:

- Retail shopping complexes of 10,000 +m2 floor area
- Class A,B or F hospitals under Ontario Reg 964
- Schools with 350+ students at a location or campus
- Restaurants with gross annual sales of \$3,000,000+
- Office buildings with 10,000 +m2 floor area
- Hotels and motels with 75+ units
- Building construction projects of 2,000 +m2 floor area
- Building demolition projects of 2,000 +m2 floor area
- Manufacturing sites with 16,000 employee hours per month

## Source Separation Programs

As part of the source separation program, collection, handling and storage facilities must be provided for recyclable materials. The generator must make reasonable efforts to ensure that the system is used and that source separated materials are reused or recycled.

The source separation program must have a communications component to promote the program, to instruct employees on how to use the program, and to provide feedback on how many materials are diverted.

## Packaging Audits & Reduction Work Plans

Regulations require major packaging users to conduct packaging audits and packaging reduction work plans. Packaging refers to all materials used to protect, contain or transport a product. It also includes materials which are physically attached to a product or its container for the purposes of marketing and communications.

The Packaging Audit is an examination of the impact of packaging on the waste management system. The packaging audit must address:

- the types and quantities of packaging used
- reusability or recyclability of packaging
- the extent of unused packaging
- recycled content of packaging
- environmental impact of packaging that becomes waste
- the fate of the packaging following its normal distribution pattern

The Packaging Reduction Work Plan uses the information collected from the audit to evaluate the opportunities for implementing the 3Rs. The Work Plan includes actions which will ensure:

- a reduction in the amount of packaging used
- an increase in reused or recycled content of the packaging used
- an increase in the reusability and recyclability of the packaging used
- a reduction in the environmental impact of packaging that becomes waste
- a reduction in the burden of waste for consumers

Like the waste reduction work plan, the packaging reduction work plan must identify

### WHO MUST COMPLY:

- IC&I establishments in municipalities with 5,000 + population
- Retail shopping complexes with 10,000 +m2 floor area
- Class A, B or F hospitals under Ontario Reg. 964
- Schools with 350+ students at a location or campus
- Restaurants with annual gross sales of \$3,000,000+
- Office buildings with 10,000 +m2 floor area
- Hotels and motels with 75+ units
- Multi-unit residential buildings with 6 or more units

The following IC&I sectors must comply regardless of location:

- Building construction projects of 2,000 +m2 floor area
- Building demolition projects of 2,000 +m2 floor area
- Manufacturing sites with 16,000 + employee hours per month

implementation responsibilities, timing and expected results. A review of the audit and work plan must be done at least every two years. A summary of the work plan must be posted so that it is visible to employees. If requested by the Ministry of the Environment and Energy, the packaging audit and reduction work plan must be submitted within seven days of the request.

**WHO MUST COMPLY:**

- Manufacturers or packagers of packaged food, beverage, paper or chemical products with total employee hours of 16,000+ per month.
- Importers of packaged food, beverage, paper or chemical products for sale in Ontario, with value of goods imported of \$20,000,000 per year.

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For more information on the 3Rs Regulations, Waste Audits, Waste Reduction Work Plans and Packaging Audits, contact:

**Ontario Ministry of Environment**

Ph: 1-800-565-4860 or (416) 325-4000

Web: [www.ene.gov.on.ca](http://www.ene.gov.on.ca)

Em: [picemail@ene.gov.on.ca](mailto:picemail@ene.gov.on.ca)

**Recycling Council of Ontario**

Ph: (416) 657-2797

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