

# SB 1383 Summary Checklist

This SB 1383 Jurisdictional Checklist was prepared by HF&H Consultants, LLC based on CalRecycle's

May 2018 Draft SB 1383 regulations. HF&H provides this as a guidance document to highlight key requirements for jurisdiction compliance. In this checklist, jurisdiction means city or county. Requirements that pertain only to counties are labeled accordingly. Several items in this checklist may be assigned to a jurisdiction's designee; however, it is ultimately the responsibility of a jurisdiction to comply with SB 1383 pursuant to General Provisions, Section 0.1.2.c. Unless otherwise stated, jurisdiction compliance with SB 1383 shall occur by January 1, 2022. SB 1383 also includes requirements for generators, haulers, food recovery services, food recovery organizations, and facility operators, which are not summarized in this checklist.

## Collection & Processing

- ☐ Offer organic waste collection services and recycling (30.a)
- ☐ May comply with Section 30.a by offering three-container collection system where (30.1):
  - Green container is for organics and is taken to organics recovery facility
  - Blue container is for paper, wood, dry lumber, and nonorganic recyclables and is taken to facility for recovery
  - Black container is for nonorganic waste; may include organic waste if it is taken to a high diversion organic waste processing facility
- ☐ May comply with Section 30.a by offering two-container collection system where (30.2):
  - Green container is for organics and is taken to organics recovery facility
  - Blue container is for paper, wood, dry lumber, and nonorganic waste
- ☐ May comply with Section 30.a by offering single-container collection system where (30.3):
  - Black container is for all materials and is transported to a high diversion organic waste processing facility
- ☐ Conduct route reviews of randomly selected containers for contaminants such that all routes are inspected quarterly (30.5)
- ☐ Contact generator and notify generator of recycling requirements if contamination is found (30.5.b)
- ☐ Physically inspect containers along routes if notified by processor that route contains contamination (30.5.d)
- ☐ Provide collection containers to generators that comply with color and labeling requirements when replacing containers or by January 1, 2032 (30.7-30.8)
- ☐ Place or replace labels on all containers with SB 1383 compliant labels by January 1, 2025 (30.8)
- ☐ Allow limited waivers for de minimis volumes and physical space constraints, and maintain records (30.11)
- ☐ Apply to CalRecycle for waiver or exemption if jurisdiction qualifies for low population waiver or rural jurisdiction exemption (30.12)

## Edible Food Recovery

- ☐ Implement edible food recovery program that educates commercial generators and increases access to edible food recovery (10.1)
- ☐ Increase edible food recovery capacity if current capacity is insufficient (10.1)
- ☐ Develop and maintain list of food recovery organizations by February 1, 2022 (40.2.a)
- ☐ Annually provide Tier One and Two edible food generators with information about food recovery program, generator requirements, and food recovery organizations (40.2.b)

## Procurement Requirements

- ☐ Procure a quantity of recovered organic waste, such as compost and renewable natural gas, that meets or exceeds the organic waste product procurement target as determined by CalRecycle (procurement may be satisfied by direct service provider to the jurisdiction) (12.1)
- ☐ Purchase at least 75% of paper products with recycled content of at least 30 percent (by fiber weight, postconsumer fiber) (12.3)

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# Ordinances & Policies

- ☐ Adopt enforceable ordinance or similar mechanism requiring compliance with SB 1383 (Title 14, Division 7, Chapter 12) **(0.1.2.a)**
- ☐ Require organics haulers to identify facilities they will utilize as a condition of contract or agreement authorization **(70.1)**
- ☐ Adopt ordinance(s) or similar mechanism(s) requiring compliance with Sections **30.9, 70.3, 80.1, 9, 10.1, 12 and 16.1.b**

## Enforcement & Penalties

- ☐ Implement inspection and compliance program for organic waste generators, edible food generators, and edible food recovery organizations by January 31, 2022 **(14.1)**
- ☐ Provide educational materials to regulated entities not in compliance from January 1, 2022 through January 1, 2024 **(14.1.a.4)**
- ☐ Investigate and maintain records of all complaints received **(14.3)**
- ☐ Take enforcement actions, including issuing notices of violations and penalties equivalent to or greater than those outlined in Articles 14 and 16 by January 1, 2024 **(14.4)**
- ☐ Pay penalties if assessed by CalRecycle **(15)**
- ☐ Impose penalties on non-compliant entities **(16.2)**

## Education & Outreach

- ☐ By February 1, 2022, annually provide generators utilizing two or three-container system with information on properly separating materials, organic waste prevention, on-site recycling, methane reduction benefits, how to recycle organic waste, a list of approved haulers, and information related to food recovery **(40.1.a)**
- ☐ By February 1, 2022, annually provide self-haulers with information regarding their requirements (outlined in Section 70.3) **(40.1.b)**
- ☐ By February 1, 2022, annually provide generators utilizing single-container system information on organic waste prevention, on-site recycling, methane reduction benefits, how to recycle organic waste, a list of approved haulers, and information that their waste is processed at a high diversion organics facility **(40.1.c)**
- ☐ If more than five percent of jurisdiction's generators are "Limited English Speaking Households" or "Linguistically Isolated", outreach must be in a language or languages that assure information is understood by that community. **(40.1.f)**
- ☐ By February 1, 2022, annually provide businesses that generate edible food waste with information regarding the jurisdictions edible food recovery program, generator requirements, and food recovery organizations **(40.2.b)**

## Record Keeping & Reporting

- ☐ By February 1, 2022, file an initial compliance report containing the ordinance(s) adopted, the date when containers will comply with standards in Sections 30.7-30.8, and the reporting items listed in the annual reporting section **(13.1, 13.2)**
- ☐ Commencing August 1, 2022, shall submit an annual report relative to their compliance with SB 1383 **(13.2)**
- ☐ Maintain all implementation records in a central location (physical or electronic) that can be made available to or accessed by CalRecycle within one business day **(0.1.d, 30.4.a, 30.6, 30.14, 40.3, 70.4, 10.2, 12.2, 14.2)**
- ☐ Counties shall report on capacity planning activities conducted in accordance with Sections 11.1, 11.2, and 11.3 beginning February 1, 2022. **(13.2.i)**

## Capacity Planning

- ☐ Conduct organics waste recycling and edible food recovery capacity planning described below and report in 2022, 2024, 2029, and 2034 **(11.3)**
- ☐ Estimate the amount of organic waste disposed, verifiable organic waste recycling capacity available to the jurisdiction, and estimate the amount of new or expanded capacity required **(11.1)**
- ☐ If verifiable available organic waste recycling capacity is insufficient for jurisdiction's needs, submit an implementation schedule (including timelines and milestones) demonstrating how capacity will be secured by the end of the reporting period **(11.1)**
- ☐ Estimate the edible food that will be disposed by applicable generators, identify existing food recovery capacity available, identify new planned capacity, and calculate minimum capacity necessary to recover 20% of edible food disposed **(11.2.a)**
- ☐ If existing and planned edible food recovery capacity is insufficient for jurisdiction's needs, submit an implementation schedule (including timelines and milestones) demonstrating how capacity will be secured by the end of the reporting period **(11.2.b)**

# SB 1383 Checklist



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SB 1383 also includes requirements for generators, haulers, food recovery services, food recovery organizations, and facility operators, which are not summarized in this checklist.

## Collection & Processing

Section	Requirement
30.a	Offer organic waste collection and recycling services to all generators. Sections 30.1 - 30.3 outline acceptable organics collection methods and container requirements. Section 20.1.b outlines activities constituting reductions in landfill disposal.
30.1	<p>May comply with Section 30.a by offering a three-container system where:</p> <ul style="list-style-type: none"><li>• Green containers will be utilized for the collection of organic waste, and this container will be transported to a facility that recovers source-separated organic waste. Jurisdictions may also require additional segregation of organics by utilizing green containers for yard waste and green waste, and yellow containers for food waste.</li><li>• Blue containers will be utilized for collection of nonorganic recyclables (with the exception of paper products, printing and writing paper, wood and dry lumber), and this container will be transported to a facility that recovers the materials designated for collection in the blue container.</li><li>• Black containers will be utilized for collection of nonorganic waste such as textiles, carpets, plastic coated paper, and human or pet waste. Jurisdictions may allow organics waste, such as food waste, to be collected in the black container as long as it is transported to a facility that meets or exceeds the organic waste content recovery requirements specified in Section 30.3.</li></ul> <p>Compliance may be achieved by using split containers as long as they adhere to the prescribed color requirements.</p>

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# Collection & Processing Continued

Section	Requirement
30.2	<p>May comply with Section 30.a by offering a two-container system where:</p> <ul style="list-style-type: none"> <li>Green containers will be utilized for the collection of organic waste, and this container will be transported to a facility that recovers source-separated organic waste.</li> <li>Blue containers will be utilized for collection of all nonorganic waste (with the exception of paper products, printing and writing paper, wood and dry lumber).</li> </ul> <p>If either container is intended for collection of both organic waste and nonorganic waste it must be transported to a facility that meets or exceeds the organic waste content recovery requirements specified in Section 30.3.</p>
30.3	May comply with Section 30.a by offering a single black container to each generator, provided that the contents are transported to a high diversion organic waste processing facility, which is defined as a facility that meets or exceeds an annual average organic content recovery rate of 50% between January 1, 2022 and December 31, 2024, and 75% after January 1, 2025.
30.5	Conduct route review for prohibited contaminants on randomly-selected containers, such that all collection routes are reviewed quarterly; shall provide notice to generators in cases of contamination.
30.5.b	If container contamination is found, contact the generator or provide written notice to the generator of the requirement to properly separate materials.
30.5.d	If a jurisdiction is informed by a solid waste facility operator of contamination, physically inspect containers along the route(s) specified to determine the source of contamination and provide notice to generators with contamination.
30.7	Provide containers to generators that comply with the green, blue, and black color requirements of Sections 30.1 - 30.3 when replacing containers or by January 1, 2032, whichever occurs first.
30.8.a	Clearly label or imprint all new containers to include written or graphic materials indicating which materials are accepted and rejected in each container.
30.8.b	By January 1, 2025, place or replace labels on all containers with new labels which include written or graphic materials indicating which materials are accepted and rejected in each container.
30.11	Allow limited waivers and exemptions to generators for de minimus volumes and physical space constraints and shall maintain records for waivers/exemptions.
30.12	If a jurisdiction qualifies for a low population waiver or a rural exemption, apply to CalRecycle for the waiver or exemption.

## Three-Container Collection



## Two-Container Collection



## Single-Container Collection



HF&H provides this as a guidance document to highlight key requirements for jurisdiction compliance; additional requirements are applicable. Jurisdictions are advised to conduct an independent review of draft and final SB 1383 regulations to develop a list of requirements unique to their jurisdiction, or to contact HF&H Consultants, LLC. for an update.  
Revised June 2018.



# Edible Food Recovery

Section	Requirement
10.1	Implement an edible food recovery program that shall include the actions the jurisdiction plans to take to accomplish the following: <ul style="list-style-type: none"> <li>Identify Tier One and Two commercial edible food generators</li> <li>Educate Tier One and Two commercial edible food generators</li> <li>Increase access to edible food recovery organizations and services</li> <li>Monitor compliance of food generators, food recovery services, and food recovery organization</li> <li>Increase edible food recovery capacity, if jurisdiction has insufficient capacity</li> </ul>
40.2.a	On or before February 1, 2022, develop and maintain a list of food recovery organizations and services operating within the jurisdiction, including: name, physical address, phone number, collection service area and hours of operation.
40.2.b	At least annually, provide Tier One and Two commercial edible food generators with information about the available edible food recovery program, information on generator requirements, and information about food recovery organizations and services.

## Ordinances and Policies

Section	Requirement
0.1.2.a	Adopt enforceable ordinance(s), or similarly enforceable mechanisms requiring compliance by generators, haulers, and other entities with SB 1383 regulations.
30.a, 30.9, 70.3	Although not expressly stated SB 1383 draft regulations, adopt an ordinance or similarly enforceable mechanism that requires generators to subscribe to organics collection programs or report self-hauling and/or backhauling of organics.
70.1.a and 70.1.c	Although not expressly stated by SB 1383 draft regulations, adopt an ordinance or enforceable mechanism to regulate haulers collecting organic waste (with exclusions of haulers transporting source separated organic waste to a community-scale composting site and haulers transporting C&D in compliance with CALGreen). A jurisdiction's ordinance/mechanism shall require hauler compliance with SB 1383 regulations, including compliance with collection program requirements and identification of facilities where they will transport organic waste.
70.1.b	If a jurisdiction allows self-hauling of organic waste, adopt an ordinance or similarly enforceable mechanism requiring compliance with Section 70.3.
80.1	Adopt enforceable ordinance(s), or similarly enforceable mechanisms requiring compliance with Sections 4.410.2, 5.410.1, 4.408.1, and 5.408.1 of the California Green Building Standards Code related to construction of buildings with adequate space for recycling containers and C&D recycling.
9	Amend existing ordinances, policies or procedures if needed to comply with SB 1383 Locally-Adopted Standards and Policies.
10.1	Although not expressly stated by the SB 1383 draft regulations, adopt an edible food recovery ordinance or similarly enforceable mechanism to ensure edible food generators, food recovery services, and food recovery organizations comply with SB 1383.
12	Amend or adopt procurement policies to comply with SB 1383 requirements for jurisdictions to purchase recovered organic waste products.
16.1.b	Adopt an enforcement ordinance or enforceable mechanism to impose penalties that are equivalent or stricter than those amounts in Section 16.2.



# Enforcement & Penalties

Section	Requirement
14.1.a	Implement an inspection and compliance program. At a minimum, the program shall include the following requirements by January 31, 2022 and annually thereafter: <ul style="list-style-type: none"> <li>Conduct compliance review of all commercial garbage accounts producing over 2 cubic yards of organics and refuse to ensure compliance with Section 30.9, Organic Waste Generator Requirements</li> <li>Conduct inspections of Tier One commercial edible food generators and food recovery organizations for compliance</li> <li>Conduct inspections, route reviews, or compliance reviews when investigating complaints</li> </ul>
14.1.a.4	From January 1, 2022 to January 1, 2024, provide education materials to any regulated entity it finds to be noncompliant.
14.3	Regarding complaints received, jurisdiction shall: <ul style="list-style-type: none"> <li>Within 90 days of receiving a complaint, investigate the complaint</li> <li>Maintain records of all complaints and responses including a minimum of complaint date, investigation date, and determination of compliance or notice of violation</li> <li>Take enforcement action as required if a jurisdiction determines a violation has occurred</li> </ul>
14.1.a.4 and 14.4	If an entity is found in violation after January 1, 2024, jurisdiction shall document the violation and take enforcement action as follows: <ul style="list-style-type: none"> <li>Issue a notice of violation (NOV) within 60 days of determining violation has occurred</li> <li>Follow up at least every 90 days and issue further NOVs or penalties until compliance is achieved</li> <li>Impose penalties as outlined in Article 16 within 150 days of NOV issuance for the first violation, and within 90 days for subsequent violations</li> <li>Issue monetary penalties equivalent or greater than those set forth in Article 16</li> <li>May grant extensions, at its option, to the compliance deadlines for failure to comply if the entity has made efforts to comply or if compliance is not possible due to infrastructure limitations (the jurisdiction must be under a corrective action plan for infrastructure related extensions)</li> <li>Include in the NOVs, at a minimum, the account name, a list of violations (including local ordinance violations), compliance date by which entity must take corrective actions, and the penalty to be issued for failure to comply</li> </ul>
15	Pay penalties assessed by CalRecycle for its failure to comply, which includes dozens of possible violations and fine from \$50/violation to \$10,000 per day.
16.2	Impose penalties for non-compliant generators, haulers, self-haulers, commercial edible food generator or other entities in amounts equivalent to or stricter than those outlined in Table 1 of Section 16.2.

# Education & Outreach

Section	Requirement
40.1.a	Prior to February 1, 2022, and annually thereafter, provide generators using a two or three-container system with the following information: <ul style="list-style-type: none"> <li>Requirements to properly separate materials</li> <li>Organic waste prevention and on-site recycling</li> <li>Methane reduction benefits</li> <li>How to recycle organic waste, and a list of approved haulers</li> <li>Information related to edible food donation</li> </ul>



# Education & Outreach Continued

Section	Requirement
40.1.b	Prior to February 1, 2022, and annually thereafter, provide self-haulers/back-haulers with information regarding self-haul/back-haul requirements as outlined in Section 70.3.
40.1.c	<p>Prior to February 1, 2022, and annually thereafter, provide generators using a single-container system with the following information:</p> <ul style="list-style-type: none"> <li>• Organic waste prevention and on-site recycling</li> <li>• Methane reduction benefits</li> <li>• How to recycle organic waste, and a list of approved haulers</li> <li>• Information that their waste is processed at a high diversion organic waste facility</li> </ul>
40.1.f	If more than five percent (5%) of a jurisdiction's generators are defined as "Limited English Speaking Households" or "Linguistically Isolated," provide education and outreach in a language or languages that will assure the information is understood by that community.
40.2	On or before February 1, 2022, develop and maintain a list of food recovery organizations and food recovery services within the jurisdiction and maintain it on jurisdiction's website; and, at least annual, provide commercial edible food generators information on edible food collection programs, edible food generator requirements, and information on the list of food recovery organizations and food recovery services.

## Record Keeping & Reporting Initial Compliance Report

Section	Requirement
13.1	<p>By February 1, 2022, submit Initial Compliance report with the following information:</p> <ul style="list-style-type: none"> <li>• A copy of adopted ordinances</li> <li>• The date that the jurisdiction will ensure that all containers will be compliant with the container color requirements as specified in Section 30.7</li> <li>• Reporting items listed in the annual report Section 13.2</li> </ul>

## Annual Report

Section	Requirement
13.2	Commencing August 1, 2022, submit an Annual Report to CalRecycle containing the below information. Note that the August 1, 2022 report will be for the period of January 1, 2022 through June 30, 2022, while subsequent reports will be for the entire previous year (July 1 through June 30). Some of this information must also be maintained with the jurisdiction's Implementation Record.
13.2.b	<p>Report the following relative to the organic waste collection requirements outlined in Section 3:</p> <ul style="list-style-type: none"> <li>• The type(s) of organic waste collection services provided</li> <li>• The number of generators receiving each type of collection service</li> <li>• If a jurisdiction implements a program that requires use of a high diversion organic waste processing facility, the jurisdiction shall list organic waste processing facilities utilized</li> </ul>



# Record Keeping & Reporting Continued

## Annual Report

Section	Requirement
13.2.c	Report the following relative to the contamination monitoring requirements of Article 3: <ul style="list-style-type: none"> <li>The number of route reviews conducted</li> <li>Number of times notices, violations, or targeted education materials were issued</li> <li>The number of notifications received from a solid waste facility operator regarding container contamination</li> </ul>
13.2.d	Report the following relative to its implementation of waivers pursuant to Article 3: <ul style="list-style-type: none"> <li>Number of days processing facility temporary equipment or operational failure was in effect</li> <li>Tons of organic waste disposed as a result of aforementioned waiver</li> <li>Number of generators issued a de-minimis waiver</li> <li>Number of generators issued a physical space waiver</li> <li>Number of generators issued any other waiver pursuant to Article 30.12</li> </ul>
13.2.e	Report the following regarding education and outreach: <ul style="list-style-type: none"> <li>Number of organic waste and edible food generators that received education and outreach, as well as the type of outreach conducted</li> <li>Number of limited English and linguistically isolated households that received information</li> </ul>
13.2.f	Report the following regarding its implementation of hauler oversight: <ul style="list-style-type: none"> <li>Number of haulers approved to collect organic waste in the jurisdiction</li> <li>The Recycling and Disposal Reporting System number of each facility receiving organic waste from the jurisdiction</li> <li>Number of haulers who have had their approval revoked or denied</li> <li>Number of self-haulers approved to operate within the jurisdiction</li> <li>Total amount, in tons, of source-separated organic waste hauled by self-haulers</li> </ul>
13.2.g	Report the number of C&D removal activities conducted in compliance with Section 80.1 related to CalGreen.
13.2.h	Report the following regarding its implementation of edible food recovery: <ul style="list-style-type: none"> <li>Number of commercial edible food generators within jurisdiction</li> <li>Number of recovery organizations and services located and operating within the jurisdiction that collect or receive 6 tons or more of edible food per year</li> <li>The total amount of food recovered by edible food organizations</li> </ul>
13.2.j	Report the following regarding its procurement of recovered organics: <ul style="list-style-type: none"> <li>Volume of each recycled organic waste product procured by the jurisdiction or through direct service providers</li> <li>Total dollar amount spent on all paper purchases</li> <li>Total dollar amount spent on recycled content paper purchases</li> <li>If jurisdiction purchases a reduced amount of recovered organic waste products in accordance with Article 12, they must provide the total volume of virgin products purchased the year before</li> <li>Additional procurement opportunities as identified by the requirements of Section 12.1</li> </ul>





# Record Keeping & Reporting Continued

## Annual Report

Section	Requirement
13.2.k	<p>Report the following regarding its implementation of compliance, monitoring, and enforcement as specified in Articles 14 - 16:</p> <ul style="list-style-type: none"> <li>• Number of commercial businesses subject to compliance reviews and number of violations found and corrected through compliance reviews</li> <li>• Number of route reviews conducted by the jurisdiction or designee</li> <li>• Number of inspections conducted by type for commercial edible food generators, food recovery organizations, and commercial businesses</li> <li>• Number of complaints received and investigated, and violations found based on complaints</li> <li>• Number of "Notice of Violations" issued by entity type (generator, hauler, etc.)</li> <li>• Number of penalties issued by type of entities</li> <li>• Number of entities by type that came into compliance during the calendar year</li> </ul>

## Implementation Record

Section	Requirement
14.2	Maintain an Implementation Record containing information and documents specified in the regulations in a central location (physical or electronic) that can be accessed by the CalRecycle. All information shall be retained for five years.
14.2.c	Provide access to the Implementation Record to CalRecycle within one business day.
0.1.2.d	If a jurisdiction designates another entity as allowed in Section 0.1.2.b, the jurisdiction shall include copies of all agreements and contracts in the Implementation Record.
30.4.a.1	Include a description of which collection method(s) it will use to comply with Article 3 (mandatory organic waste collection).
30.4.a.2	If a jurisdiction implements a program that requires use of a high diversion organic waste processing facility, the jurisdiction shall list organic waste processing facilities utilized, quarterly and annual average content recovery rates, a list of approved haulers within the jurisdiction who may utilize this facility, and the geographical area the hauler serves.
30.6	<p>Include the following information regarding container contamination minimization in their implementation records:</p> <ul style="list-style-type: none"> <li>• Description of process for determining contamination levels</li> <li>• Copies of random route reviews (including dates)</li> <li>• Copies of all written notices, violations, education and enforcement actions issued</li> <li>• Copies of notifications from solid waste facility operators of contaminated loads</li> </ul>
30.14	<p>Include in their implementation records:</p> <ul style="list-style-type: none"> <li>• A description of the jurisdiction's process for granting waivers</li> <li>• A copy of all waivers, including location, date and name of generator</li> </ul>
40.3	Include all relevant documents supporting compliance with the edible food recovery and education requirements outlined in Section 40.2, including: copies of information provided to generators, distribution method, date, and contact information of those contacted

# Record Keeping & Reporting Continued

## Implementation Record

Section	Requirement
70.4	<p>Maintain records including, but not limited to:</p> <ul style="list-style-type: none"> <li>• Ordinances, contracts, franchise agreements, policies, procedures, or programs</li> <li>• Description of hauler program including: type of hauler system(s), type and conditions of approvals, criteria for approvals, process for issuing, revoking or denying approvals, requirements associated with back-hauling or self-hauling</li> <li>• A record of hauler compliance including: copies of all reports submitted by haulers, copies of reports from self-haulers, copies of all approvals, denials and revocations</li> </ul>
10.2.a	<p>Document the steps taken to:</p> <ul style="list-style-type: none"> <li>• Educate commercial edible food generators</li> <li>• Increase access to edible food recovery organizations and services</li> <li>• Monitor edible food generator compliance</li> </ul> <p>A jurisdiction shall also include:</p> <ul style="list-style-type: none"> <li>• A list of commercial edible food generators that have arrangements with edible food recovery organizations or services</li> <li>• A list of edible recovery organizations in the jurisdiction and their capacity</li> <li>• Documentation of actions taken to increase edible food recovery capacity</li> </ul>
12.2	<p>Include all documents supporting compliance with recovered organic waste procurement targets, including but not limited to:</p> <ul style="list-style-type: none"> <li>• Description of how the jurisdiction will comply</li> <li>• Name, location, and contact information for the entity from who the recovered organics are procured</li> <li>• All invoices evidencing purchases</li> </ul>
12.2	<p>Include all documents supporting compliance with recycled content paper procurement, including, but not limited to:</p> <ul style="list-style-type: none"> <li>• Copies or invoices of receipts of all purchases</li> <li>• Copies of certifications as required under Section 12.3</li> </ul>
13.2.1	<p>Counties shall report on capacity planning activities for organic waste recycling and edible food recovery conducted in accordance with Sections 11.1, 11.2, and 11.3</p>
11.3	<p>Counties, in coordination with cities and regional agencies located in the county, shall conduct capacity planning requirements in accordance with Sections 11.1 and 11.2 (see Capacity Planning Section below) and report on the following schedule pursuant to Section 11.3:</p> <ul style="list-style-type: none"> <li>February 1, 2022 – report on upcoming 3 years (2022 – 2024)</li> <li>August 1, 2024 – report on upcoming 10 years (2025 – 2034)</li> <li>August 1, 2029 – report on upcoming 10 years (2030 – 2039)</li> <li>August 1, 2034 – report on upcoming 10 years (2035 – 2044)</li> </ul>



# Record Keeping & Reporting Continued

## Implementation Record

Section	Requirement
13.2.i	<p>A county shall report the following regarding organic waste recycling capacity and edible food recovery capacity planning:</p> <ul style="list-style-type: none"> <li>• The tons estimated to be generated for disposal</li> <li>• The capacity verifiably available to the county and cities within the county</li> <li>• The amount of new capacity needed</li> <li>• The locations identified for new or expanded facilities</li> <li>• The jurisdictions that are required to submit implementation schedules</li> </ul>
11.1.c, 11.2.b, 11.3.b	<p>A jurisdiction that is required to submit implementation schedule shall report the following information 60 days following the County's report submittal:</p> <ul style="list-style-type: none"> <li>• Timelines and milestones for new or expanded capacity</li> <li>• Funding strategy and timeline</li> <li>• Identification of facilities, operations, and activities that could be used for additional capacity</li> <li>• Identification of proposed new or expanded facilities that will be used</li> </ul>

## Organics Procurement Requirements

Section	Requirement
12.1	<p>Procure a quantity of recovered organic waste that meets or exceeds the organic waste product procurement target as determined by the CalRecycle. Organic waste products are defined as compost and renewable natural gas and may be procured directly by the jurisdiction, or through a contract with a direct service provider to the jurisdiction. If the product procurement target exceeds the jurisdiction's consumption of comparable virgin products purchased in the prior year, the jurisdiction will only be required to purchase the same volume of recovered organic waste as purchased in the prior year.</p>
12.3 and 1.a.61	<p>At least 75% of a jurisdiction's annual purchase of paper products, printing paper and writing paper shall be recycled content paper. Recycled content paper means paper products and printing and writing paper that consists of at least 30 percent, by fiber weight, postconsumer fiber. These paper products shall be eligible to be labeled with an unqualified recyclable label as defined in 16 C.F.R. 260.12. Jurisdiction shall require all businesses that it purchases paper products and printing/writing paper to certify minimum percentage of postconsumer material in paper.</p>



REDUCE  
REUSE  
RECYCLE



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# Capacity Planning (County Requirements in Coordination with Cities and Regional Agencies)

## Organic Waste Capacity Planning

Section	Requirement
11.1.a and 11.1.b	<p>Counties, in coordination with cities and regional agencies shall:</p> <ul style="list-style-type: none"> <li>Estimate the amount of organic waste in tons that will be disposed by the county and cities</li> <li>Identify the amount (in tons) of organic waste recycling infrastructure capacity that is verifiably available</li> <li>Estimate the amount of new or expanded capacity that will be necessary to process organic waste</li> </ul> <p>In order to comply with this Section, the county shall:</p> <ul style="list-style-type: none"> <li>Consult with the Enforcement Agency regarding status of new or expanded facilities</li> <li>Consult with haulers and facility owners regarding existing capacity, planned expansion and potential new facilities</li> <li>Conduct community outreach regarding expansion or consideration of new facilities</li> <li>Consult with community composting operations to estimate capacity</li> </ul>
11.1.c	<p>If a county determines that existing and planned capacity is insufficient, they shall:</p> <ul style="list-style-type: none"> <li>Submit implementation schedule demonstrating how the county will ensure there is enough new or expanded capacity within their jurisdiction by the end of the report period. The implementation plan shall include timelines and milestones for planning efforts.</li> <li>Identify proposed new or expanded facilities that could be used for additional capacity</li> </ul>

## Edible Food Capacity Planning

Section	Requirement
11.2.a	<p>Counties, in coordination with cities and regional agencies shall:</p> <ul style="list-style-type: none"> <li>Estimate edible food that will be disposed by generators within the county</li> <li>Identify existing capacity at edible food recovery organizations that is available to commercial generators</li> <li>Identify proposed new or expanded food recovery capacity</li> <li>Identify the minimum capacity required to recover 20% of edible food that is estimated to be disposed</li> </ul>
11.2.b	<p>If a county determines that existing and planned capacity is insufficient, they shall:</p> <ul style="list-style-type: none"> <li>Submit implementation schedule demonstrating how the county will ensure there is enough new or expanded capacity within their jurisdiction by the end of the report period. The implementation plan shall include timelines and milestones for planning efforts.</li> <li>Identify proposed new or expanded facilities that could be used for additional capacity.</li> </ul>

*HF&H provides this as a guidance document to highlight key requirements for jurisdiction compliance; additional requirements are applicable. Jurisdictions are advised to conduct an independent review of draft and final SB 1383 regulations to develop a list of requirements unique to their jurisdiction, or to contact HF&H Consultants, LLC. for an update. Revised June 2018.*

