


Waste Reduction Work Plan Summary

St. John Catholic High School Students 807 For period May 2011 to May 2012		Telephone No. 613-883-1720 x 240		Waste Disposal for Current Year 2010/2011 12,079 kg/yr				
Name of company Catholic District School Board of Eastern Ontario		Name of contact person Caroline Chesbro Occupational Health & Safety Coordinator						
Site location St. John Catholic High School RR#3 2066 Scotch Line Road Perth, ON, K7H 3C5								
Material Category	Weight of Waste (kg/yr)	Proposed Action to Divert Material	Current Diversion %	Projections			End date	Individual Responsible for Implementation
				Reduction (kg/yr)	Reuse (kg/yr)	Recycling (kg/yr)		
Blue Box Recyclables (paper, plastic, metal)	5,846	Increase capture rate for existing recyclable materials to 90% through education / promotion / and proper signage.	59.12%			5,262	Ongoing	Caroline Chesbro
Mixed Fine Paper	2,209	Encourage double sided printing and the reduction of paper used in the school through education and promotion. Increase capture rates for mixed fine paper to 90% and reduce overall paper generation by 25%.	84.38%	552		1,491	Ongoing	Caroline Chesbro
Tissue/Towelling	792	The installation of electric hand dryers for staff washrooms is currently under review as a fair amount of tissue/towelling is generated in the washrooms. Consider the removal of paper towel dispensers in classrooms to reduce paper towel use in this area, as the vast majority of tissue/towelling is generated in the classrooms. Reduction goal of 30% through education and awareness.	0.00%	238			Ongoing	Caroline Chesbro
Non-Recyclable Plastic Bags/Film	1,569	As the majority of film generated is garbage bags, propose reducing garbage bag usage through education and awareness. Consider not lining recycling bins with garbage bags where the contents are normally clean and dry. Encourage students to participate in litterless lunches. Reduction goal of 25%.	N/A	392			Ongoing	Caroline Chesbro
I hereby certify that the information provided is complete and correct, and the establishment complies with all the requirements of Regulation 102/94.								Title Occ. H&S Coordinator
Signature of Official 								Date Aug 4 / 2011

Waste Audit Summary
Industrial, Commercial and Institutional Establishments
As required by Ontario Regulation 102/94

Name of Company Catholic District School Board of Eastern Ontario		Name of contact person Caroline Chesbro Occupational Health & Safety Coordinator		Telephone No. 613-933-1720 x 240
Site/Location (if applicable) St. John Catholic High School RR#3 2066 Scotch Line Road Perth, ON, K7H 3C5				Current Year 2010/2011
Type of Establishment				
Educational Institution	Enrolment	807	Manufacturing Office building Retail shopping complex	Hours Square m. Square m.
Restaurant	<\$3 mill	>\$3 mill		
Hospital	Class			
Hotel/Motel	No. of units			
Base Year Audit Conducted at: St. Mary Catholic High School				

Material Category	Waste Generated (kg)		Reused Material (kg)		Recycled Material (kg)		Disposed (kg)	
	Base Year 2009/2010	Current Year 2010/2011	Base Year 2009/2010	Current Year 2010/2011	Base Year 2009/2010	Current Year 2010/2011	Base Year 2009/2010	Current Year 2010/2011
1. PAPER								
Newspaper	84.66	307.59	0.00	0.00	28.22	249.40	56.44	58.19
Mixed Fine Paper	1,377.57	2,209.23	0.00	0.00	518.19	1,964.24	859.38	345.00
Other Recyclable Paper	702.89	1,280.23	0.00	0.00	194.96	1,012.13	507.93	268.10
Corrugated Cardboard	138.53	500.87	0.00	0.00	0.00	480.09	138.53	20.78
Boxboard / Cores	443.80	222.38	0.00	0.00	20.52	93.52	423.28	128.85
Polycoat	515.83	484.24	0.00	0.00	51.31	45.72	464.32	438.52
Paper Cups	105.18	124.70	0.00	0.00	10.26	14.55	94.92	110.15
Tissue/Towelling	2,342.12	791.83	0.00	0.00	0.00	0.00	2,342.12	791.83
Other Compostable Paper	0.00	141.32	0.00	0.00	0.00	0.00	0.00	141.32
Other Non-Recyclable, Non-	515.63	261.87	0.00	0.00	0.00	0.00	515.63	261.87
2. PLASTICS								
PET Bottles, Containers, Packaging	910.68	330.45	0.00	0.00	320.66	95.60	590.02	234.85
HDPE Bottles & Jugs	102.61	76.90	0.00	0.00	0.00	18.70	102.61	58.19
Other Rigid Recyclable Plastic Packaging	402.75	87.29	0.00	0.00	2.57	2.08	400.19	85.21
Other Rigid Non-Recyclable Plastic Packaging	138.53	272.26	0.00	0.00	0.00	0.00	138.53	272.26
Recyclable Plastic Bags & Film	107.74	0.00	0.00	0.00	15.39	0.00	92.35	0.00
Non-Recyclable Plastic Bags & Film	2,211.29	1,569.12	0.00	0.00	0.00	0.00	2,211.29	1,569.12
Durable Plastic Products	513.06	494.64	0.00	0.00	0.00	0.00	513.06	494.64
3. METALS								
Recyclable Aluminum Containers	166.74	137.17	0.00	0.00	35.91	39.49	130.83	97.68
Recyclable Steel Containers	23.09	85.21	0.00	0.00	0.00	20.78	23.09	64.43
Other Recyclable Metal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other Non-Recyclable Metal	82.09	56.11	0.00	0.00	0.00	0.00	82.09	56.11
4. GLASS								
Glass Bottles	841.42	0.00	0.00	0.00	425.84	0.00	415.58	0.00
Other Glass	2.57	0.00	0.00	0.00	0.00	0.00	2.57	0.00
5. SPECIAL WASTE								
Batteries	5.13	0.00	0.00	0.00	0.00	0.00	5.13	0.00
Other HSW Liquids	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other HSW Solids	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6. ORGANICS								
Food Waste	5,787.32	5,064.82	0.00	0.00	0.00	0.00	5,787.32	5,064.82
Yard Waste	0.00	141.32	0.00	0.00	0.00	0.00	0.00	141.32
7. OTHER MATERIALS								
Sanitary Products	369.40	24.94	0.00	0.00	0.00	0.00	369.40	24.94
Textiles	564.37	174.58	0.00	0.00	0.00	0.00	564.37	174.58
Computer/IT Equipment	25.65	0.00	0.00	0.00	0.00	0.00	25.65	0.00
Other Electronics & Electrical	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other Waste	987.64	1,176.32	0.00	0.00	0.00	0.00	987.64	1,176.32
Total Waste	19,468.09	16,015.39	0.00	0.00	1,623.84	3,936.30	17,844.25	12,079.09

Materials (bought/sold) that contain recycled content	
Material	%-age of recycled content

Gross Summary				
	Base Year (total kg/yr)	Current Year (total kg/yr)	(+/-) (total kg/yr)	% Change
Waste Generated (kg)	19,468.09	16,015.39	-3,452.70	-17.74%
Reduced (kg)	0.00	0.00	0.00	N/A
Reused (kg)	0.00	0.00	0.00	N/A
Recycled (kg)	1,623.84	3,936.30	2,312.47	142.41%
Disposed (kg)	17,844.25	12,079.09	-5,765.16	-32.31%
Overall Diversion %	8.34%	24.58%	16.24%	194.67%

I hereby certify that the information provided is complete and correct, and the establishment complies with all the requirements of Regulation 102/94.

Signature of authorized official: Caroline Chesbro Title: Occ. H & S Coordinator Date: Aug 4/11

#	Material Category	Recyclable, Organic, Waste	Description / Examples
1	Newspaper	R	Newspapers or flyers printed on newsprint material.
2	Mixed Fine Paper	R	Fine paper, writing paper, office paper, copy paper, bills and statements, ad mail, etc. Includes glossy flyers and advertising that are not distributed with newspapers.
3	Other Recyclable Paper	R	Magazines, books, telephone books, kraft paper, moulded pulp, etc.
4	Corrugated Cardboard	R	All clean corrugated cardboard.
5	Boxboard / Cores	R	Boxboard, paperboard, latex glove box, shoe box, frozen food box, cores from toilet paper/ toweling/gift wrap, etc. Includes wet-strength boxboard, fast food cartons such as burger boxes.
6	Polycoat	R	Includes gable top (milk cartons), aseptic containers (juice boxes).
7	Paper Cups	R	Coffee cups, fast food cups that are not heavily plastic-coated (i.e. can be torn).
8	Tissue/Towelling	W	Paper-based tissues, napkins, paper towels (includes wet/damp items).
9	Other Compostable Paper	W	All paper which is compostable and includes contaminated/soiled recyclable paper e.g non-foil sandwich wrappers.
10	Other Non-Recyclable, Non-Compostable Paper	W	All paper which does not fit into the other paper categories or contaminated/soiled recyclable.
1	PET Bottles, Containers, Packaging	R	All PET #1 plastics which packaged foods or beverages.
2	HDPE Bottles & Jugs	R	All HDPE #2 plastic bottles & jugs.
3	Other Rigid Recyclable Plastic Packaging	R	All other bottles, jugs, tubs, & lids which display a recyclable symbol (#1-7).
4	Other Rigid Non-Recyclable Plastic Packaging	W	All non-recyclable rigid plastic packaging (may include blister packaging, un-marked containers, etc.)
5	Recyclable Plastic Bags & Film	R	All recyclable plastic bags & film (may included retail bags, shrink wrap, etc.)
6	Non-Recyclable Plastic Bags & Film	W	All non-recyclable bags & film (may include garbage bags, laminated film, etc.)
7	Durable Plastic Products	W	Non-packaging such as VCR tapes, CDs, pens, floppy discs, Tupperware, etc.
1	Recyclable Aluminum Containers	R	Soft drinks, soda, juice, beer, trays, etc.
2	Recyclable Steel Containers	R	Apple juice, soup, beans, peaches, etc
3	Other Recyclable Metal	R	Scrap metal, copper pipe, etc.
4	Other Non-Recyclable Metal	W	Multi-material items (mostly metal by weight).

#	Material Category	Recyclable, Organic, Waste	Description / Examples
1	Glass Bottles	R	All glass bottles & containers.
2	Other Glass	W	Window glass, tableware, lightbulbs, etc.
1	Batteries	W	All types.
2	Other HSW Liquids	W	Starter fluid, solvents, antifreeze, acids, etc.
3	Other HSW Solids	W	Fluorescent light tubes, etc.
1	Food Waste	O	Organic and inorganic (including vegetable and fruit peelings, meats, fish, fats, bones, etc.).
2	Yard Waste	W	Leaves, grass, branches, etc.
1	Sanitary Products	W	Includes feminine hygiene products, diapers, bandaids, etc.
2	Textiles	W	Clothing, rags, shoes, mats etc.
3	Computer/IT Equipment	W	PCs, notebooks, CRT and LCD monitors, scanners, printers, mouse, cables.
4	Other Electronics & Electrical	W	Damaged electrical equipment, switches, wiring.
5	Other Waste	W	All other materials.