



# TEXAS RECYCLING DATA INITIATIVE

A COLLABORATIVE EFFORT TO MEASURE RECYCLING

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## TRDI Project Overview

What is the Texas Recycling Data Initiative (TRDI)?

Seeking to better understand the level of recycling that is occurring across the State of Texas, a consortium of many stakeholders, led by the State of Texas Alliance for Recycling (STAR), has initiated the first-ever statewide effort to track recycling in Texas. Known as the Texas Recycling Data Initiative (TRDI), the goal of this effort is to quantify the amount of recycling in Texas in order to examine environmental, economic, and policy issues of interest to businesses, citizens and governmental agencies in Texas. **In order to accomplish this, TRDI is conducting a voluntary, statewide survey of processors and end users of recyclables.** Burns & McDonnell, with assistance from Texas State University, will conduct the recycling survey and publish the draft results in early 2015.

### Broad-based Membership and Leadership Consortium

In 2010, a group of stakeholders (shown below) conducted a series of meetings to build the framework for a statewide recycling study. In 2011, the State of Texas Municipal Solid Waste Management and Resource Recovery Advisory Council (MSWMRRAC) passed a resolution supporting the study. The need for a statewide survey gained greater visibility during the 2011 and 2013 legislative sessions, and, in response, STAR and the Texas Solid Waste Association of North America (TxSWANA) partnered to develop the Statewide Survey Development Stakeholder Group (also listed below). This broad and diverse consortium of public, private, governmental, and non-profit stakeholders recommended a:

- Voluntary approach to data gathering
- Confidential process to ensure protection of proprietary data
- Focus on data from processors and end users to prevent double counting

Stakeholders, Supporters, and Leadership Consortium		
Carpet America Recovery Effort (G)	North American Hazardous Materials Management Association (G)	Texas Chemical Council (G)
Cities of Austin, El Paso and Fort Worth (M)	Plastic Pollution Texas (M)	Texas Coal Ash Utilization Group (G)
Construction Material Recycling Association (G)	Public (M, G)	Texas Commission for Environmental Quality (M, G)
Cooperative Teamwork & Recycling Assistance (M, G)	Recycling Council of Texas (G)	Texas Compost Council (STAR) (G)
Electronic Resource Recovery Council (STAR) (G)	Republic Services (M)	Texas Municipal League (M)
ISRI Gulf Coast & Scrap Tire Chapters (G)	State of Texas Alliance for Recycling (M, G)	Texas Oil & Gas Association (G)
National Solid Waste Management Association (M, G)	Texas Assoc. of Business (M)	Texas Product Stewardship Council (M)
	Texas Assoc. of Counties (M)	Texas Retail Association (G)
	Texas Assoc. of Regional Councils (M, G)	Texas SWANA (G)
	Texas Campaign for the Environment (M)	U.S. EPA Region 6 (M, G)
<b>M = Participated in 2010 Stakeholder Meetings</b> <b>G = Member of the Statewide Survey Development Stakeholder Group</b>		

## Confidentiality Plan

*The following language describes the Consultant's (Burns & McDonnell) confidentiality policies and procedures related to the conduct of the TRDI survey.*

With respect to confidentiality of proprietary information, it is Consultant's policy to comply with all applicable laws, regulations, and policies and not knowingly infringe upon the intellectual property rights of others; protect third party information that is subject to a confidentiality obligation in accordance with the terms of such obligation(s); and ensure that subcontractors or subconsultants agree to adhere to any confidentiality obligations imposed by Consultant.

In accordance with our policy and capabilities, Consultant will manage all Business Sensitive Information related to the Texas Recycling Data Initiative Project in a manner that sensitive information will not be shared with the public, nor with any Client staff, Steering Committee members, or Consultant employees not involved in this project; nor shall such information be sold, used in marketing material, or otherwise used in any manner not directly related to this project. All collected data will remain the exclusive property of Consultant.

Business Sensitive Information shall include any facility or operation information related to any survey results concerning amounts of recyclable materials or solid wastes processed, managed, or directed by a Responding Party. Information related to Responding Parties' company names, addresses, and contact names will not be considered business sensitive and will not be kept confidential.

Business Sensitive Information shall not include information that was in the public domain at the time of its release or which becomes a part of the public domain through no fault of Consultant; information that is released with the written approval of the disclosing firm; information that is required to be released by the Steering Committee per Section 6.0(D) of the RFP; information that is released by a Responding Party after five (5) years from the receipt of the information; or information that must be released pursuant to the provisions of a court order.

Consultant will protect such Business Sensitive Information with the same degree of care that Consultant uses to protect its own proprietary information. As further evidence of Consultant's commitment to security, in the general course of business, certain divisions of Consultant supports the nation's security infrastructure and electrical grid; therefore, all Consultant computers are equipped with encryption software that prohibits unauthorized system access or renders hard drives unreadable without the correct encryption codes.

To assure that Business Sensitive Information is kept confidential, Consultant will take the following steps during the course of this project:

- Consultant will execute a confidentiality agreement with Client;
- Consultant will execute a confidentiality agreement with each subconsultant engaged on this project;

- Consultant will offer to execute a confidentiality agreement with any entity that completes a survey;
- Consultant will require each employee engaged on the project to sign a statement acknowledging their understanding and acceptance of the confidential nature of data associated with this project;
- Consultant employees not engaged in this project will not be allowed access to the project files;
- Consultant will aggregate all data by state and Council of Government (COG) planning region for presentation to the public, Client, or the Steering Committee. Data will only be released at the COG level if there are three or more data points in the region; and,
- Consultant will not release raw, company-specific data (unless directed to do so pursuant to a court order, governmental proceeding, or by law, in which case we will notify Client).

However, Consultant cannot agree or confirm that data collected shall not be subject to state or federal open records rules or the Freedom of Information Act, as information that is subject to such rules is governed by the applicable statute/rule. If such information is not exempt from disclosure under the applicable open records rule or FOIA, Consultant has no control over the disclosure of such information, and cannot be held liable for the proper release of the information.

## Definitions of Material Categories and Recycling Activities

### Material Categories

The following definitions describe the material categories that will be used for reporting for the TRDI survey. These material categories also include reporting instructions. For instance, all material generated from construction and demolition activities should be reported as Construction and Demolition Materials, not separately under different commodities, such as ferrous metals.

Respondents should report material that has been recycled that, if not recycled, would have been considered municipal solid waste (MSW). Respondents should not report material used as fuel or material that is reused. Respondents should not report material that, if not recycled, would have been considered industrial waste.

Material categories for TRDI are listed below.

- **Biosolids (i.e. sludge)** – Solid, semi-solid, or liquid residue generated during the treatment of domestic sewage in treatment works. *Do not report biosolids used in land spreading applications or as fuel.*
- **Construction and Demolition Materials** – Refers to waste that is generated during the construction, remodeling, repair, or demolition of buildings, bridges, pavements, and other structures. C&D debris includes: concrete, asphalt, lumber, steel girders, steel rods, wiring, dry wall, carpets, window glass, metal and plastic piping, tree stumps, soil, and other miscellaneous items related to the activities listed above. This category also includes natural disaster debris. *Report the aggregate quantity of all types of C&D materials. Do not double report tonnages of C&D under individual material types. Do not report materials used as fuel.*
- **Electronic materials** - Post-consumer electrical or electronic devices from residential or commercial generators. *Do not report electronics reused or refurbished, but only those processed for recycling.*
- **Ferrous Metals** – Refers to magnetic metals derived from iron (steel). Products made from ferrous metals include major and small appliances, furniture, and containers and packaging (steel drums and barrels). Examples of recycling include processing tin/steel cans, strapping, and ferrous metals from appliances into new products. *Include post-consumer ferrous and nonferrous containers, white goods, and other primarily metal items.*
- **Food and Beverage Materials** – Refers to uneaten food and food preparation wastes from residences and commercial establishments (grocery stores, restaurants, and produce stands), institutional sources (school cafeterias), and industrial sources (employee lunchrooms). *Exclude food-processing waste from industrial operations.*
- **Glass** – Refers to containers and packaging such as beer and soft drink bottles, wine and liquor bottles, and bottles and jars for food, cosmetics, and other products such as flat glass used in windows.

- **Household Hazardous Waste (HHW)** – Refers to hazardous products that are used and disposed of by residential—rather than industrial or commercial —consumers. These products include some paints, stains, batteries, varnishes, solvents, and pesticides, and other materials or products containing volatile chemicals that catch fire, react, explode under certain circumstances, or that are corrosive or toxic. *Exclude materials used as fuel, and report all electronic materials under the separate category provided.*
- **Non-Ferrous Metals** – Refers to nonmagnetic metals such as aluminum, lead, and copper. Products made from nonferrous metals include containers and packaging such as beverage cans, food and other nonfood cans; nonferrous metals found in appliances, furniture, electronic equipment; and nonpackaging aluminum products (foil, closures, and lids from bimetal cans). *Include post-consumer ferrous and nonferrous containers, white goods, and other primarily metal items.*
- **Paper** – Refers to paper products and materials such as old newspapers, old magazines, office papers, telephone directories, old corrugated containers, bags, and paperboard packaging. *Exclude pre-consumer material.*
- **Plastic** – Refers to plastic containers and packaging made from various resins, including PETE, HDPE, PVC, LDPE, PP, and PS. *Exclude pre-consumer material, plastics in transportation (automobiles), and construction products (PVC piping).*
- **Textiles** – Refers to fibers from discarded apparel, furniture, linens (sheets and towels), carpets and rugs, and footwear. *Do not report here if included in aggregated C&D above.*
- **Tires** – Used tires from automobiles and trucks (other vehicles). *Do not report tires sold for direct reuse, or for use as tire-derived fuel.*
- **Yard Trimmings, Brush, and Greenwaste** – Refers to grass, leaves, tree branches, brush, and tree stumps from residential, institutional, and commercial sources. *Do not report material processed for use as fuel.*
- **Other** – Respondent must provide a description. Project Team will evaluate reporting of “other” materials on a case-by-case basis.

#### Recycling Activities

- Processing Activities
  - **Household Hazardous Waste Collection**– Accepting household hazardous waste (HHW) from the public, including but not limited to paint, solvents, pesticides, fluorescent tubes and other items identified as HHW.
  - **Material Recovery** – Accepting source- separated recyclables and processing them for wholesale distribution through sorting, size reduction, baling or other processes for shipment to end-users or brokers. Includes facilities that collect recyclables from public or commercial sources, and that sell the materials directly to brokers or an end-market, but excludes such facilities that only aggregate and/or transport collected recycled materials to a materials recovery facility for further processing.
  - **C&D Processing** – Accepting commingled or sorted construction and demolition materials and processing them through sorting, size reduction, baling or other processes for shipment to end-users or brokers.
  - **Electronics Processing** – Processing of discarded electronics for recycling via deconstruction, shredding, sorting, baling or other preparation, for sale to end-users or

brokers. Does not include collection of materials for shipment to processors as defined above, and does not include handling electronics for reuse purposes only.

- **Textile Processing** – Accepting textiles from the public and/or businesses for the purpose of cleaning, sorting, size-reducing and/or other processes, for the purpose of shipping to end-users for recycling (not fuel or sale for reuse) uses. Includes carpets, clothing and other textile products. Excludes thrift stores and shipment of clothing for reuse.
- **Tire Processing** – Receipt of whole, discarded tires and processing them through size reduction for the purpose of recycling, including production of crumb rubber, shredding for use in civil engineering projects or other recycling applications. Excludes shipment of whole tires for reuse and of tire shreds for use as fuel.
- **Scrap Metal Processing Facility** – Accepting discarded ferrous and/or nonferrous metal scrap from the public and from businesses, for processing via sorting, size reduction, baling or other preparations, for sale to end-users or brokers. Does not include smelters or remelting facilities which are defined as end-product manufacturing below.
- End use activities
  - **Compost/Mulch Production** – Production of compost, mulch or other soil amendment or landscaping products from recovered yard waste, food waste, or biosolids. Excludes land application and production of fuel.
  - **Plastics Reclamation** – Receipt of recycled plastics, typically from material recovery facilities, and cleaning, sorting, and size reducing the plastics through grinding and/or extrusion of pellets meeting manufacturer specifications, for sale to end-users or brokers or on-site use to manufacture products.
  - **Glass Beneficiation** – Receipt of crushed glass, typically from materials recovery facilities, and/or whole glass containers, flat glass and/or other products direct from generators, and processing through further cleaning, sorting, and crushing to meet manufacturer specifications, for sale to end-users or brokers.
  - **End Product Manufacturing** – Accepting processed recyclables from the facilities described above, for the purpose of manufacturing recycled-content products for sale to consumers or other industries as intermediate products. Includes: glass container and fiberglass producers; pulp, paper and paperboard mills; ferrous smelters and aluminum melters; plastics converters producing intermediate or final products; and other (specify).

## Facility Directory – Sample

### Overview

The TRDI report will include a directory of facilities that responded to the survey. The survey will allow respondents to opt for the following:

- Be included in the facility directory with complete contact information;
- Be included in the facility directory with partial contact information;
- Be excluded from the facility directory.

The following are examples of the format for the facility directory with complete and partial contact information. **Please note that no facility-specific recyclable tonnage information will be released. The facility directory will comply with the Confidentiality Plan.**

### Sample Facility Directory – Complete Information

Sample Recycling Company

Operator: Sample Recycling Company

Owner: City of Sample, TX

123 Green Street

Sample, TX 77777

Material Recovery Facility

[www.samplerecycling.com](http://www.samplerecycling.com)

Contact: Sue Smith, [ssmith@samplerecycling.com](mailto:ssmith@samplerecycling.com), (777) 777-7777

### Sample Facility Directory – Partial Information

Sample Recycling Company

Operator: Sample Recycling Company

Owner: City of Sample, TX

123 Green Street

Sample, TX 77777