

ORGANIC WASTE CHARACTERIZATION GUIDE



State law SB 1383 states that as of January 1, 2022, all businesses must separate their recycling, trash, and organic waste (food scraps, green waste, and food-soiled paper) into three separate containers. However, some qualifying businesses* can apply for a 5-year exemption waiver if they produce less than 20 gallons or 10 gallons of organic waste per week (depending on total waste generation). This organic waste characterization guide will help you determine if your business qualifies for this waiver. Businesses granted these exemptions will receive an on-site inspection within five years, as required by SB 1383.

Use this guide to help you record your organic waste output over the span of one average, non-holiday work week. *Note: If a portion of your organic material is already being recycled, such as green waste/landscaping trimmings, do not include these materials in your assessment.*

***The following business and commercial property types are NOT ELIGIBLE for a waiver:**

- 1. All businesses that require a permit from Sacramento County Environmental Management Department (EMD) under their Retail Food Protection Program**
- 2. Businesses that make food**
 - Restaurants
 - Food service business (caterer, food pantry/closet, or any business that sells or serves food)
 - Food manufacturer
 - Wholesale food vendor
 - Grocery store
 - Supermarket
 - Market/mini mart serving coffee and/or selling food
- 3. Businesses that serve food**
 - Gas station serving coffee and/or selling food
 - School
 - Office campus with cafe on-site
 - Hotel/motel providing food service
 - Cinema
 - Theater
 - Child care facility
 - Senior care facility
 - Hospital
 - Event venue
 - Convention center
 - Arena
 - Community center
 - Training facility
- 4. Other businesses/commercial properties**
 - Plant business (nurseries, landscapers, florists, cannabis)
 - Multifamily property with five or more units

WHAT IS ORGANIC WASTE?



Food Scraps: Cooked and raw food waste, such as uneaten vegetables, fruits, meats, dairy, bones, baked goods, etc.

Uncoated Food-Soiled Paper:

Used napkins, paper cups, coffee filters, greasy pizza boxes, used paper plates, etc.



Green Waste: Grass clippings, small branches, leaves, cut flowers, garden trimmings, etc.

FOLLOW THESE STEPS TO DETERMINE HOW MUCH ORGANIC WASTE YOUR BUSINESS GENERATES PER WEEK

Monday



Tuesday



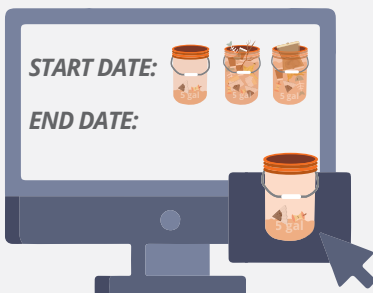
Wednesday



Thursday



Friday



- Review Organic Material Recycling Compliance Form on the attached page.
- Thoroughly review this waste characterization guide and what organic waste is. Pay special attention that food-soiled paper products are included as part your organic waste collection.
- Find and label your container (a 5-gallon bucket is highly recommended) to measure your average output.
- Every day over an average, non-holiday work week, put all organic waste into the designated container(s). Note that you may use multiple containers as needed to collect your organic waste.
- At the end of each work day, take a photo of the organic waste generated, being sure to clearly show how full or empty the container is.
- Save all of the above information from your study for future inspections.
- Please do not put styrofoam, plastic, aluminum foil, or other non-paper food containers in your collection bin.

LEARN MORE AT SACORGANICS.ORG



SB 1383 ORGANIC MATERIAL WASTE STUDY FORM FOR ALL BUSINESSES SEEKING AN EXEMPTION WAIVER

Instructions: After thoroughly reviewing the waste characterization guide, complete this form and submit it to wastecompliance@cityofsacramento.org. Please retain the completed document on-file for review during the mandatory on-site inspection within five (5) years.

For questions, please email wastecompliance@cityofsacramento.org or contact (916) 808-4846.

Materials that should be collected during your Organic Material Waste Study:

Food Scraps: Cooked and raw food waste, such as uneaten vegetables, fruits, meats, dairy, bones, baked goods, etc.



Uncoated Food-Soiled Paper: Used napkins, paper cups, coffee filters, greasy pizza boxes, used paper plates, etc.



Green Waste: Cut flowers, plants, uncoated wooden toothpicks, uncoated wooden chopsticks, etc.



Please do not put styrofoam, plastic, aluminum foil, or other non-paper food containers in your collection bin.

SECTION 1: BUSINESS INFORMATION

Complete all fields below.

Business/Commercial Property Name: _____

Property Street Address: _____

Name & Title of Person Completing Form: _____

Contact Phone: _____ Contact Email: _____

Type of container used for waste study (i.e.: bucket, trash can, etc): _____

Size of container used for waste study (i.e.: 5-gallon, 3-gallon, 13-liter, etc. Please used the same sized container if collection using multiple containers for this study): _____

How did you educate all employees and customers about waste study and requirement to use separate container during waste study period (ie: email, company meeting, etc)? Attached additional document if more space is needed.

Waste Study Dates (*note: your waste study should be done over one full representative work week without holidays*):

Beginning Date: _____ Ending Date: _____



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SECTION 2: WASTE STUDY RESULTS

Provide collection information for each day of the work week.

| | Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|--|--|--|--|--|--|--|--|
| Date <i>(xx/xx/xx format)</i> | | | | | | | |
| Is this day part of the typical work week? <i>(check one)</i> | <input type="checkbox"/> YES <input type="checkbox"/> NO | <input type="checkbox"/> YES <input type="checkbox"/> NO | <input type="checkbox"/> YES <input type="checkbox"/> NO | <input type="checkbox"/> YES <input type="checkbox"/> NO | <input type="checkbox"/> YES <input type="checkbox"/> NO | <input type="checkbox"/> YES <input type="checkbox"/> NO | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| Container number | | | | | | | |
| Container fullness <i>(check one)</i> | <input type="checkbox"/> 0% <input type="checkbox"/> 25% <input type="checkbox"/> 50% <input type="checkbox"/> 100% | <input type="checkbox"/> 0% <input type="checkbox"/> 25% <input type="checkbox"/> 50% <input type="checkbox"/> 100% | <input type="checkbox"/> 0% <input type="checkbox"/> 25% <input type="checkbox"/> 50% <input type="checkbox"/> 100% | <input type="checkbox"/> 0% <input type="checkbox"/> 25% <input type="checkbox"/> 50% <input type="checkbox"/> 100% | <input type="checkbox"/> 0% <input type="checkbox"/> 25% <input type="checkbox"/> 50% <input type="checkbox"/> 100% | <input type="checkbox"/> 0% <input type="checkbox"/> 25% <input type="checkbox"/> 50% <input type="checkbox"/> 100% | <input type="checkbox"/> 0% <input type="checkbox"/> 25% <input type="checkbox"/> 50% <input type="checkbox"/> 100% |

Below is an example of a filled out form. For questions on filling out this form, please email wastecompliance@cityofsacramento.org or contact (916) 808-4846.

| | Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|--|---|---|---|---|---|---|---|
| Date <i>(xx/xx/xx format)</i> | 09/18/22 | 09/19/22 | 09/20/22 | 09/21/22 | 09/22/22 | 09/23/22 | 09/24/22 |
| Is this day part of the typical work week? <i>(check one)</i> | <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO | <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO | <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO | <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO | <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO | <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO | <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO |
| Container number | 1 | 1 | 2 | 2 | 2 | 3 | 4 |
| Container fullness <i>(check one)</i> | <input checked="" type="checkbox"/> 0% <input type="checkbox"/> 25% <input type="checkbox"/> 50% <input type="checkbox"/> 100% | <input type="checkbox"/> 0% <input type="checkbox"/> 25% <input type="checkbox"/> 50% <input checked="" type="checkbox"/> 100% | <input type="checkbox"/> 0% <input checked="" type="checkbox"/> 25% <input type="checkbox"/> 50% <input type="checkbox"/> 100% | <input type="checkbox"/> 0% <input type="checkbox"/> 25% <input checked="" type="checkbox"/> 50% <input type="checkbox"/> 100% | <input type="checkbox"/> 0% <input type="checkbox"/> 25% <input type="checkbox"/> 50% <input checked="" type="checkbox"/> 100% | <input type="checkbox"/> 0% <input type="checkbox"/> 25% <input checked="" type="checkbox"/> 50% <input type="checkbox"/> 100% | <input type="checkbox"/> 0% <input checked="" type="checkbox"/> 25% <input type="checkbox"/> 50% <input type="checkbox"/> 100% |



SB 1383 ORGANIC MATERIAL WASTE STUDY FORM FOR ALL BUSINESSES SEEKING AN EXEMPTION WAIVER

SECTION 3: PHOTOS

A photo for each day marked "YES" for question "Is this day part of the typical work week?" on page two MUST be provided. Insert the images below or attached as a separate document.

Photo 1 - Date: _____

Photo 2 - Date: _____

Photo 3 - Date: _____

Photo 4 - Date: _____



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SECTION 3: PHOTOS (CON'T)

A photo for each day marked "YES" for question "Is this day part of the typical work week?" on page two MUST be provided. Insert the images below or attached as a separate document.

Photo 5 - Date: _____

Photo 6 - Date: _____

Photo 7 - Date: _____