2023 WASTE AUDIT REPORT

SOLID NON-HAZARDOUS WASTE AUDIT
O.REG. 102/94

SHERIDAN COLLEGE

DAVIS CAMPUS

PREPARED BY

TABLE OF CONTENTS

Table of Contents ii

EXECUTIVE SUMMARY 3

Annual Diversion Rates Over Time 3
Overall Capture Rates by Diversion Program 5
ZW Collection Program Performance Over-Time 5
ZW Collection Program Contamination Rates Over Time 6
ZW Collection Program: Specific Waste Contaminants 6
ZW Collection Program by Area 7
Polycoat Cups: A Recent Concern 8
Specific Recommendations –The waste reduction Workplans 9

1.0 INTRODUCTION 11

1.1 Purpose 11
1.2 Methodology 12
1.3 Observations 13

2.0 RESULTS 15

2.1 Waste Generation & Waste Diversion 15
2.2 ZW Recycling Composition 17
2.3 ZW Organic Composition 18
2.4 ZW Waste-to-Landfill Composition 19
2.5 Analysis of ZW Bins by Area 20

3.0 RECOMMENDATIONS 23

General Recommendations 23
Specific Recommendations 23

APPENDICES 25

Glossary of Waste Terms 25
Specific Waste Categories & Waste Audit Data (Davis Campus) 26
MECP Waste Form: Report of a Waste Audit (Davis) 29
MECP Waste Form: Report of a Waste Reduction Work Plan (Davis) 47

EXECUTIVE SUMMARY

This waste audit was conducted October 18 and 19, 2023 at the Davis Campus of Sheridan College. The Davis Campus is the largest of the four Sheridan College campuses in terms of student population and second only to the Trafalgar Campus in terms of physical size. The campus is comprised of multiple buildings, which total 777,888 square feet. There are over 12,000 students attending this campus with 1,393 (2015) employees (including full time and part time).

There are three campuses at Sheridan: Davis, Trafalgar & Hazel McCallion (HMC). All three campuses of Sheridan College have implemented a variety of diversion programs in an effort to get to Zero Waste in the next 5-10 years. Each of the campuses has a variety of single-stream recycling/reuse programs as well as the three-stream Zero Waste (ZW) bins, implemented in 2014, which are the identically marked and colour-coded collection stations for organics, mixed recycling and waste-to-landfill that are found throughout the campus.

At the time of the 2023 audit, the Davis campus had implemented and reported on the following collection programs and events:

1. Cardboard Recycling
2. Paper Shred Recycling
3. Metal Recycling
4. E-Waste Recycling
5. Battery Recycling
6. Wood Recycling
7. Clothing/Textile – Dress for Success Clothing Bins
8. Repair Café Events for Household Item Reuse
9. Freeuse PopUp Shop Reuse Events for:
    i. Office & School Supplies
    ii. Household Items
    iii. Books
    iv. Sporting Goods

In addition to single stream recycling/reuse collection programs and the ZW bin program, Sheridan College has implemented many reduction and sustainability programs including:

1. Installed water bottle refilling stations to reduce PET water bottle generation.
2. Implemented a program to eliminate paper towels from washrooms by switching to air hand dryers.
3. Implemented a paper reduction program at all campus printers.

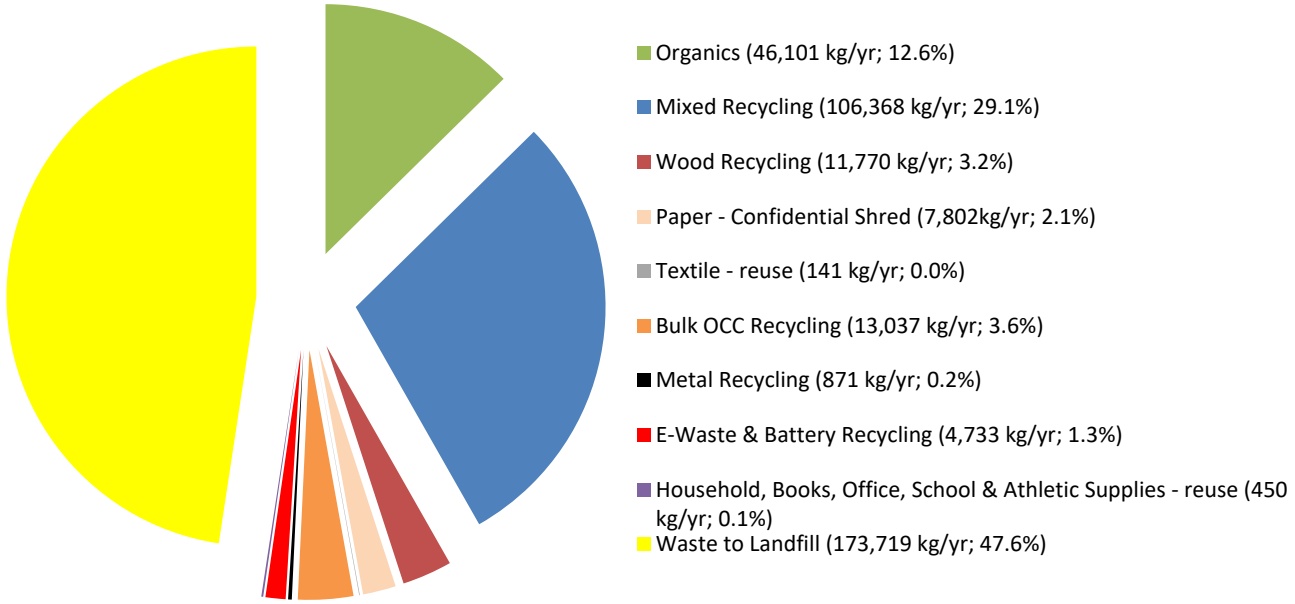
The waste reduction realized by these additional at-source reduction programs is not quantified for inclusion in this report however it is estimated that the water bottle refilling stations at Davis campus are reducing #1 PET Bottle generation at its 24 water bottle refilling stations by 3,612 kilograms per year.

The ZW bin program was rolled out over the course of 2014 at the campuses, so this program has matured: students and staff are familiar with and knowledgeable of the ZW bin collection program. Sheridan continues to encourage participation through engagement and information programs.

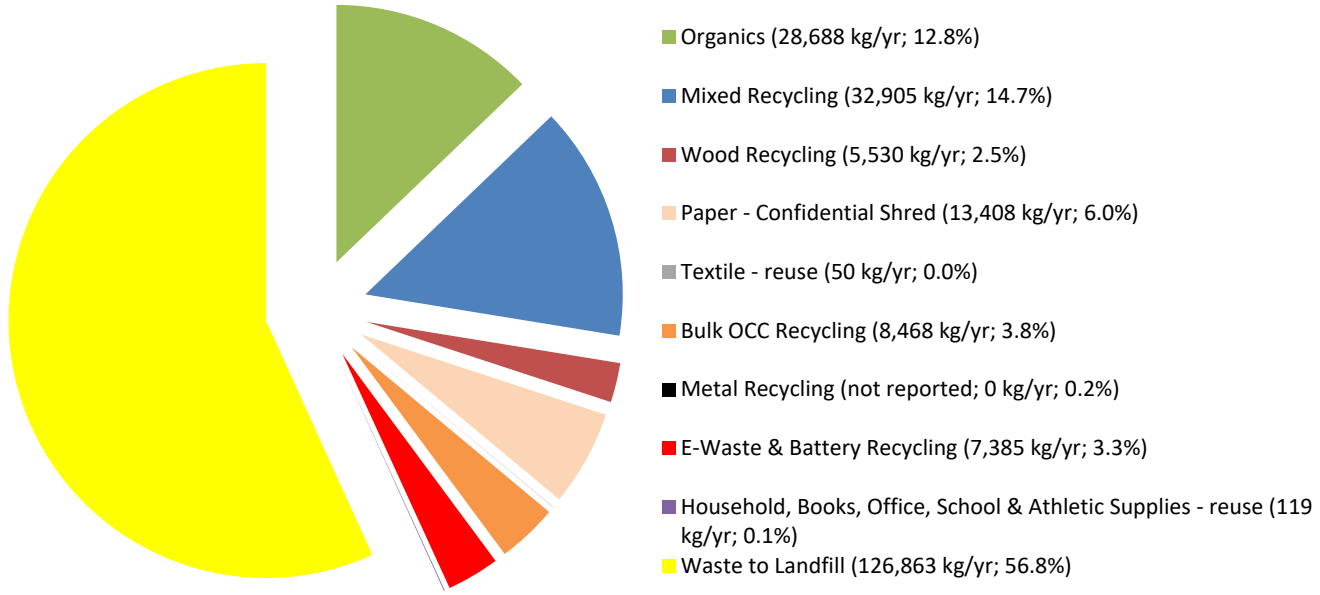
ANNUAL DIVERSION RATES OVER TIME

The 2023 waste diversion rate at the Davis campus is presented below. The 2023 diversion rates were calculated using calendar year 2023 weight-based information provided by Sheridan management and their waste service providers.

Davis Campus 2023 Waste Diversion Rate: 52.4%



Davis Campus 2022 Waste Diversion Rate: 43.2%

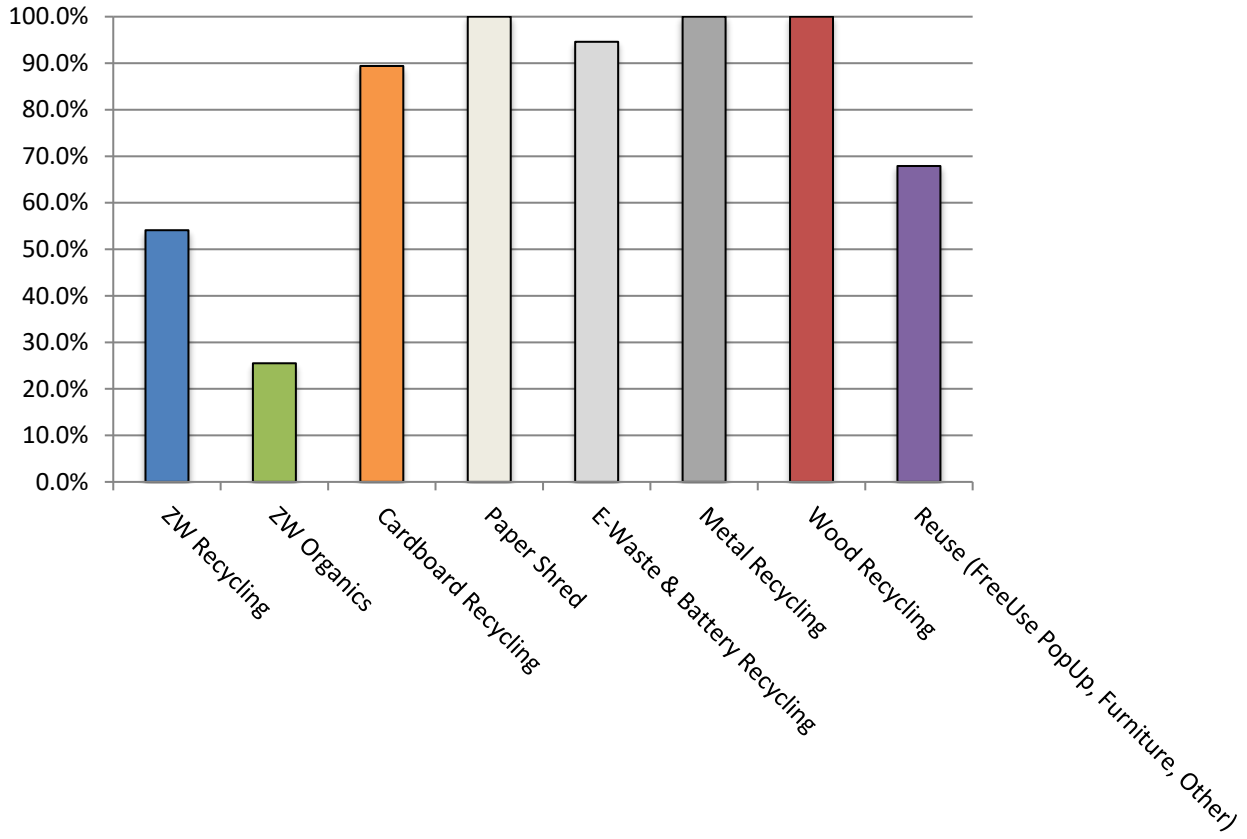


Since 2022, the Davis Campus has seen a 63.4% increase in the total material generated and managed on campus. This dramatic change is likely due to the impact of COVID on activity on campus: 2022 was early post-COVID when many students and staff were studying and working remotely, and now 2023 is rebounding back to pre-COVID levels.

OVERALL CAPTURE RATES BY DIVERSION PROGRAM

Capture rates for each diversion program were calculated at the Davis campus using results of the 2023 waste audit of the ZW bins, combined with weight-based information on the non-ZW collection programs. The capture rates were consistently high for the non-ZW recycling programs where they exist. The capture rate for the ZW mixed recycling is poor in comparison to similar institutions and the ZW organics capture rate is low. The capture rates for the reuse programs (Ex. Freeuse PopUp Shop, Repair Café, etc.) are very good.

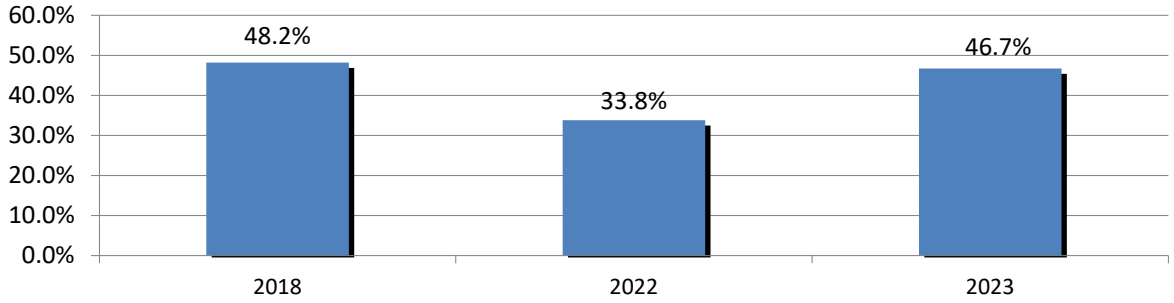
Capture Rates by Waste Diversion Collection Programs



ZW COLLECTION PROGRAM PERFORMANCE OVER-TIME

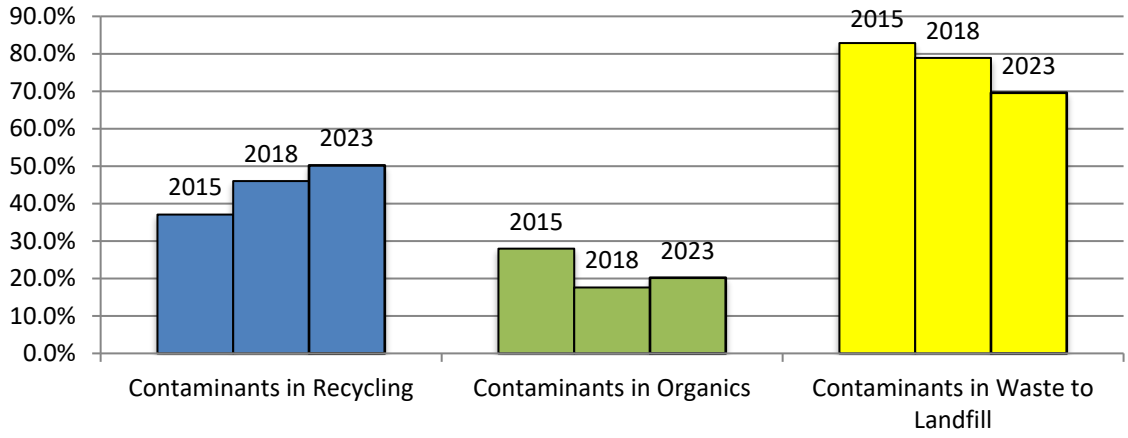
The ZW bin program waste diversion performance has been steady over time at the Davis Campus with only a dip in 2022 which was likely due to the disruptions caused during the COVID years.

ZW Diversion Rates over Time (2018-2023)



ZW COLLECTION PROGRAM CONTAMINATION RATES OVER TIME

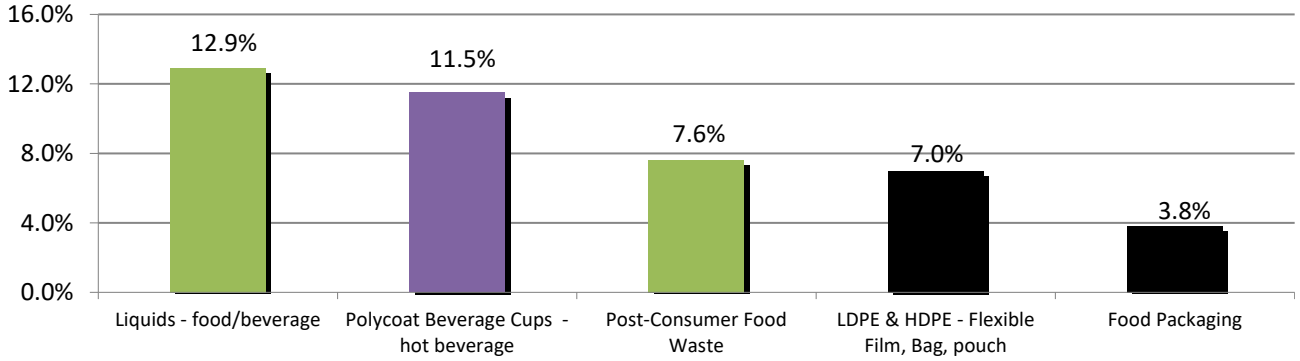
The 2023 Davis Campus contamination rates for each of the three ZW bin streams were calculated and compared against contamination rates in 2018 and 2015 (these years were selected as they are the most recent years for which this data is available for the Davis Campus). Contamination of ZW Recycling and ZW Organics have increased considerably over time suggesting a lack of compliance with sorting of materials into the appropriate receptacles. The ZW Waste stream disposal has improved however as there has been a slight reduction in contamination by materials suitable for ZW Recycling and ZW Organics.



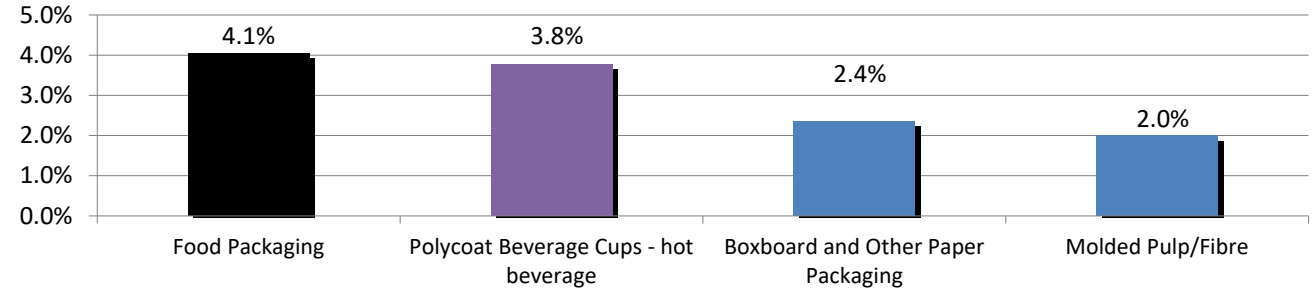
ZW COLLECTION PROGRAM: SPECIFIC WASTE CONTAMINANTS

Contaminants which appear as 2.0% or more by weight in each of the ZW collection program streams are presented below. Contamination can be reduced through improving sorting behaviour with targeted programs to address the most significant contaminants. It appears that Davis campus students and staff are not sorting food related wastes (organics and packaging) and are, in large part defaulting to using the ZW Recycling and ZW waste-to-landfill to dispose of “mixed food and food-related” wastes.

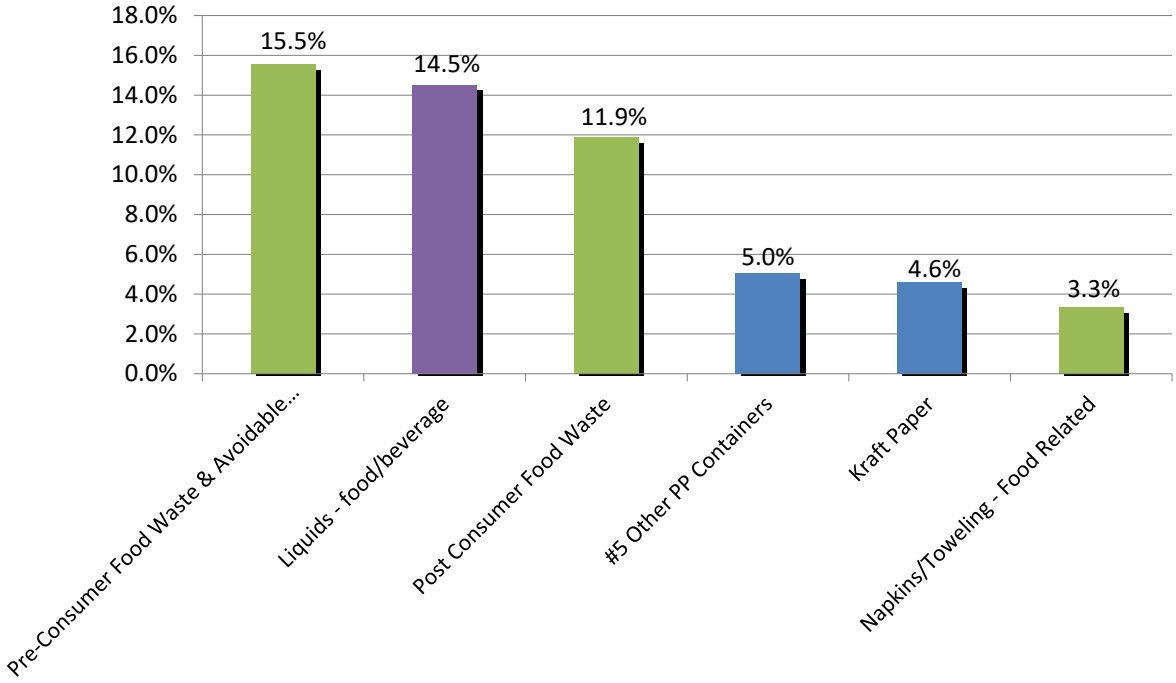
ZW Recycling Contaminants by Weight (2023)



ZW Organics Contaminants by Weight (2023)



ZW Waste-to-Landfill Contaminants by Weight (2023)



ZW COLLECTION PROGRAM BY AREA

Waste diversion rates for the fifteen Areas sampled during the audit at the campus are presented below. You will note that the Davis ZW waste diversion rate of 46.7% is lower than the reported 2023 Davis campus-wide waste diversion rate (52.4%) because the ZW diversion rates do not include single stream recycling/reuse programs which have high capture

rates. Because different Areas were audited in 2018 than 2023, Area waste diversion rate comparison over time is unlikely to be informative and could be simply caused by Area variability (Area sampling error).

Area	Percentage by Weight Collected During 24-Hour Sampling Period			ZW Area Waste Diversion Rate
	ZW Recycling	ZW Organics	ZW Waste-to-Landfill	
A Wing Hallway	35.4%	4.9%	59.7%	40.3%
A Wing Office	66.3%	0.0%*	33.7%	66.3%
B Wing 2nd Floor Hallways	39.0%	9.6%	51.4%	48.6%
B Wing 2nd Floor Offices	51.2%	15.2%	33.6%	66.4%
B Wing Cafeteria Back-of-House	0.0%*	0.0%*	100.0%	0.0%
B Wing Cafeteria Front-of-House	46.7%	17.0%	36.3%	63.7%
C Wing Gym & Weights Room	0.0%*	0.0%*	100.0%	0.0%
C Wing Hallways All Floors	37.0%	3.0%	60.0%	40.0%
H Wing Hallways	35.7%	12.9%	51.4%	48.6%
H/J Grounds Outdoor	54.6%	28.7%	16.7%	83.3%
J Wing Learning Commons	35.8%	13.2%	51.0%	49.0%
M Wing Hallways	24.8%	19.0%	56.2%	43.8%
Residence	51.5%	0.0%	48.5%	51.5%
Student Centre Back-of-House	0.0%*	0.0%*	0.0%*	N.D.
Student Centre Food Services	24.8%	74.0%	1.2%	98.8%
ZW Building Wide	32.6%	14.1%	53.3%	46.7%

* Area waste stream that was either not generated or missed being delivered to the auditors.

N.D.= No data for calculation as no material waste delivered to the auditors from this Area

Areas were individually assessed for four parameters: waste diversion rate and the levels of contamination in the three ZW collection streams. Areas underperforming the campus average for all four performance parameters include:

1. H Wing Hallways

Areas underperforming the campus average for three of the four performance parameters include:

1. B Wing 2nd Floor Hallways
2. B Wing Cafeteria Back-of-House
3. J Wing Learning Commons
4. M Wing Hallways

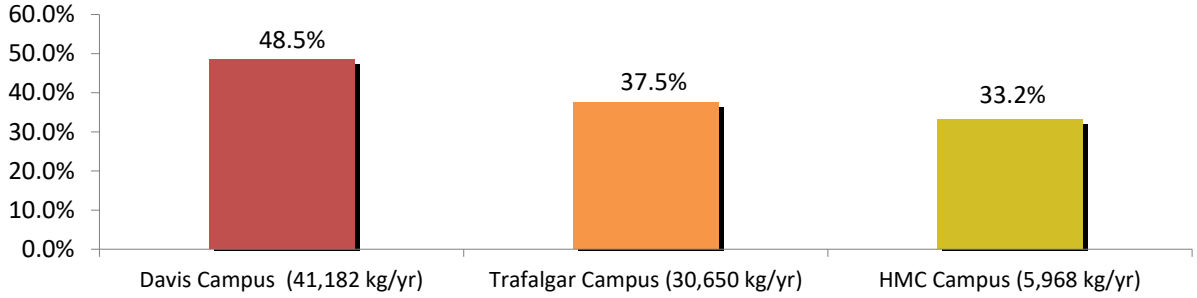
These are the Areas that should be targeted for early implementation of waste reduction workplans.

POLYCOAT CUPS: A RECENT CONCERN

In 2019 all polycoat cups were an acceptable material in Sheridan's ZW Organics bin however it was known at the time that the landscape was changing and indeed it did. Polycoat cups are no longer an acceptable material in the ZW Organics program and are being disposed of in all three ZW streams, likely due to the confusion caused by the change of its appropriate disposition. Further, since COVID, it appears that many students, staff and visitors have not reverted to using a reusable coffee cup meaning that more than ever polycoat coffee cups are being purchased and making the polycoat coffee cup the single largest waste material (specific waste with no current diversion option) at all of Sheridan's campuses – by a large margin.

Polycoat beverage cup disposal at all three of Sheridan's campuses are represented in the figure below. Davis generates 40 tonnes per year, Trafalgar 30 tonnes per year and HMC almost 6 tonnes per year. Polycoat beverage cups make up anywhere from 35.5% to 48.5% of the specific waste disposed on campus for which there is currently no viable diversion option.

Polycoat Beverage Cups (Hot) as a Percentage of Specific Wastes Acceptable only in Waste-to-Landfill



It is strongly recommended that, in the short term, Sheridan work towards reducing polycoat beverage cup generation by encouraging the use of reusable coffee cups, with a long-term goal of sourcing a disposable cup with a viable diversion option or a waste services supplier with a viable polycoat beverage cup recycling program.

SPECIFIC RECOMMENDATIONS –THE WASTE REDUCTION WORKPLANS

CAMPUS WIDE FOCUS:

Sheridan's Davis Campus has an excellent combination of diversion programs that address the divertible materials generated at the campus. Consequently, the most significant future waste diversion improvements will likely come from enhancing compliance with the three stream ZW bins across campus and the implementation of elimination/substitution strategies for non-recyclable food and beverage packaging – in particular polycoat beverage cups.

The Davis Campus needs to ensure recycling and organics programs are kept "clean of contaminants". To this end, Sheridan should continue to assess and identify barriers to sorting and develop Area-specific action plans to increase participation and decrease errors in sorting. Sheridan may wish to pilot strategies to improve sorting at underperforming Areas such as H Wing Hallways, B Wing 2ndFloor Hallways, B Wing Cafeteria Back-of-House, J Wing Learning Commons and/or M Wing Hallways.

SPECIFIC RECOMMENDATIONS:

1. ZW Organics Strategy:
    a. Use signage and education to improve the capture of specific organics with a focus on capturing food waste, napkins and paper food packaging.
    b. Use signage and education to eliminate the contamination of ZW Organics with a focus on eliminating food packaging waste, recyclable paper and disposable polycoat coffee cups.
    c. In or near food service locations and hallways (underperforming Areas), consider:
        i. Bin placement to ensure there is sufficient space for sorting and to encourage better sorting (e.g., placement in high visibility Areas, avoiding fast-moving traffic Areas, etc.)
        ii. Consider adding amenities such as napkins, bottle filling/emptying stations, etc. to facilitate sorting.

Anticipated impact: reduction in waste-to-landfill of 16,818 kg per year (assumes capture of an additional 30% of the organic material currently disposed in waste-to-landfill)

2. ZW Recycling Strategy:
    a. Use signage and education to improve the capture of specific recyclables with a focus on the capture of other #5 PP containers, kraft paper, molded pulp, boxboard, fine paper, steel cans, glass bottles and #1 PET bottles.
    b. Encourage emptying of beverage containers prior to placement in ZW Recycling through a combination of education/signage and placement of emptying stations where practicable.
    c. Use signage and education to eliminate the contamination of ZW Recycling with food waste, coffee cups and napkins.
    d. Focus this strategy on all hallways, B Wing Back-of-House and J Wing Learning Commons.

Anticipated impact: reduction in waste-to-landfill of 15,361 kg per year (assumes capture of an additional 20% of the recyclable material currently disposed in waste-to-landfill and a reduction of 20% of liquids disposed in waste-to-landfill).

3. Elimination/Substitution Strategy for Polycoat Cup Waste & Disposable Food Package Waste:
    a. Encourage students and staff to use a reusable coffee cup/thermos.
    b. Encourage food services to provide reusable cups and reusable food service material wherever possible.
    c. Switch to a disposable cup and food packaging that is an acceptable material in ZW Organics and/or ZW Recycling.

Anticipated impact: reduction in waste-to-landfill of 4,514 kg per year (assumes reduction in disposable cup use of 10% in first year).

Anticipated Result:
With the implementation of the above noted waste reduction plans, it is estimated that the waste diversion rate at the Davis Campus will increase from 52.4% to 62.4% and the Davis Campus will divert an additional 36,692 kg of waste from landfill in 2024.

1.0 INTRODUCTION

1.1 PURPOSE

The solid waste audits performed by Innovate Waste Solutions Corp. ("Innovate") at the Davis Campus of Sheridan College was designed to:

CALCULATE CURRENT DIVERSION RATES FOR RECYCLED, ORGANIC AND REUSED MATERIALS TO DETERMINE THE EFFECTIVENESS OF DIVERSION PROGRAMS

IDENTIFY OPPORTUNITIES FOR IMPROVEMENT AND EXPANSION TO DIVERSION PROGRAMS

DEVELOP A WASTE REDUCTION WORKPLAN THAT IDENTIFIES POLICIES, PRACTICES, TARGETS AND GOALS FOR NEW AND DEVELOPING WASTE REDUCTION PROGRAMS

COMPLETE & DOCUMENT THE AUDIT AS PER ONTARIO REGULATION 102/94 UNDER THE ENVIRONMENTAL PROTECTION ACT

At the time of the 2023 audit, the Davis campus had implemented and reported on the following collection programs and events:

1. Cardboard Recycling
2. Paper Shred Recycling
3. Metal Recycling
4. E-Waste Recycling
5. Battery Recycling
6. Wood Recycling
7. Clothing/Textile – Dress for Success Clothing Bins
8. Repair Café Events for Household Item Reuse
9. Freeuse PopUp Shop Reuse Events for:
    i. Office & School Supplies
    ii. Household Items
    iii. Books
    iv. Sporting Goods

Sheridan College's Davis Campus recycling programs meet and exceed Ontario Regulation 102/94 requirements for designated facilities as the recycling programs include the capture of the following recyclable materials:

- Aluminum food or beverage cans
- Cardboard
- Fine Paper
- Glass Bottles, Jars & Food/Beverage
- Newsprint
- Steel Food & Beverage Cans
- Polyethylene Terephthalate (PET)

1.2 METHODOLOGY

The waste audit results presented in this report were obtained from observations and information collected during one on-site meeting and on two days of on-site waste auditing conducted on October 18 and 19, 2023 at the Davis Campus.

Two data sets were employed to generate the annual waste generation rates of specific waste materials at the Davis Campus. First, the 2023 annual weight information for the individual collection streams was obtained from the service providers and the second data set was generated during the sorting and weighing of a 24-hour accumulation of material in ZW bins during the October 2023 on-site waste audit at the Campus.

The 2023 non-ZW diversion program weights provided by Sheridan and their service providers were not audited and were assumed to have no contamination by other materials. In addition to the three stream ZW bin program, Sheridan's Davis Campus has implemented the following diversion programs and events including:

1. Corrugated Cardboard (OCC) Recycling
2. Paper Shred Recycling
3. Metal Recycling
4. E-Waste Recycling
5. Battery Recycling
6. Wood Recycling
7. Wood Dust Recycling
8. Clothing/Textile – Mask Donation Event
9. Clothing/Textile – Dress for Success Clothing Bins
10. Repair Café Events for Household Item Reuse
11. Freeuse PopUp Shop Reuse Events for:
    i. Office & School Supplies
    ii. Household Items
    iii. Books
    iv. Sporting Goods

The second source of data was generated through the on-site audit of the ZW bin streams at Davis. All Sheridan College campuses have implemented a Zero Waste (ZW) program with a long-term goal of becoming a Zero Waste Campus in the next 5 to 10 years. The ZW program includes three regular collection streams in ZW bins:

1. Organics
2. Mixed Recycling (glass, metal, paper, plastic)
3. Waste-to-landfill

These material streams are "mixed" composition, so they were sorted and weighed to determine the relative proportions by weight of specific wastes in the individual ZW bin program streams. These relative proportions were applied to the 2023 annual weight information by ZW stream provided by the service providers. In this way, it is possible to determine contamination levels and identify specific materials that are being improperly disposed in these "mixed" waste streams.

One project manager and three waste analysts sorted, quantified and recorded the waste generated over a 24-hour sample accumulation period. To identify opportunities to improve waste diversion at specific functional Areas within the campus, the Davis campus was divided into 15 Areas for the purpose of the waste audit which represented most but not all of the campus. The Areas audited included:

1. A Wing Hallway
2. A Wing Office
3. B Wing 2nd Floor Hallways
4. B Wing 2nd Floor Offices
5. B Wing Cafeteria Back-of-House
6. B Wing Cafeteria Front-of-House

7. C Wing Gym & Weights room
8. C Wing Hallways All Floors
9. H Wing Hallways
10. H/J Grounds Outdoor
11. J Wing Learning Commons
12. M Wing Hallways
13. Residence
14. Student Centre Back-of-House
15. Student Centre Food Services

ZW bin material streams were collected by the cleaning personnel and labeled as to the Area from where it was generated. The ZW Recycling, Organics and waste-to-landfill bags were collected on-site and delivered to a designated Area for sorting and weighing. All bags were sorted by generation Area and ZW bin type (organics, recycling, waste-to-landfill), opened, and further sorted into labeled collection bins by specific waste category (Appendix). A Digital Receiving Scale was used for all measurements to the nearest one thousandth decimal. All recyclable material and organic material removed from the waste were discarded in appropriate containers for diversion from landfill.

At the Davis Campus, Innovate sorted, weighed and evaluated 31 kilograms of organics, 82 kilograms of mixed recycling, and 131 kilograms of waste-to-landfill. Eight Areas were audited on the first day and seven Areas were audited on the second audit day.

Specific waste categories were established before the audit based on *Ontario Ministry of Environment, Conservation & Parks* guidelines and industry best practices. Additional categories were added to the list based on the waste composition observed during the audit. This audit surpasses the requirements outlined in the *Ontario Ministry of the Environment, Conservation & Parks' Guide to Waste Audits and Waste Reduction Work Plans* and includes completed Ministry required audit report forms in the Appendix.

The annual diversion rate was calculated by adding total recycled with total reused and dividing by the amount of total waste generated. *Annual Diversion Rate = (Total Recycled + Total Reused) / (Total Recycled +Total Reused + Total Landfilled).*

1.3 OBSERVATIONS

The Davis Campus is the largest of the four Sheridan College campuses in terms of student population and the second largest to the Trafalgar Campus in terms of physical size. The campus is comprised of multiple buildings, which total 777,888

square feet. There are over 15,000 students attending this campus with 1,393 (2015) employees (including full time and part time).

Davis Campus of Sheridan College is committed to its Zero Waste Program: a program guiding the institution to becoming a Zero Waste campus in five to ten years. An integral part of the program, the Zero Waste (ZW) stations were introduced to increase waste diversion at Sheridan. These ZW stations have replaced the old waste bins in the public and office Areas in all campuses. Three waste streams are provided: Organics, Recycling, and Waste-to-Landfill (see photo). All ZW stations have the same order, colour coding, labeling and signage.

Cleaning of this facility is completed by a team of cleaners who use a cart system for the collection of the ZW bin material from the office staff and students. The different ZW streams are collected daily on an as needed basis. The campus operates 7 days a week with offices open generally 5 days a week during normal business hours while other buildings such as the library are open on weekends with shortened hours. At the time of the audit there were regular classes and no unusual activities taking place in the building that may have altered the audit results.

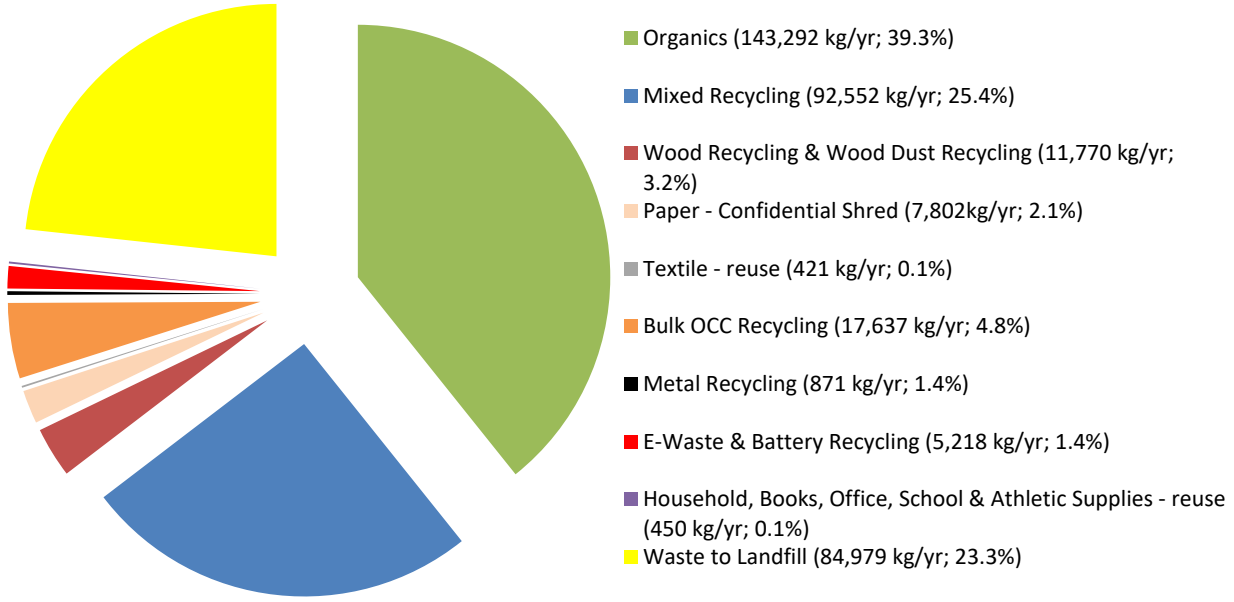
Staff collect materials from the three stream ZW bins and deposit the bags in dedicated receptacles: roll-carts for the organics, large containers in various sizes for mixed recycling and a compactor for the waste to landfill.

2.0 RESULTS

2.1 WASTE GENERATION & WASTE DIVERSION

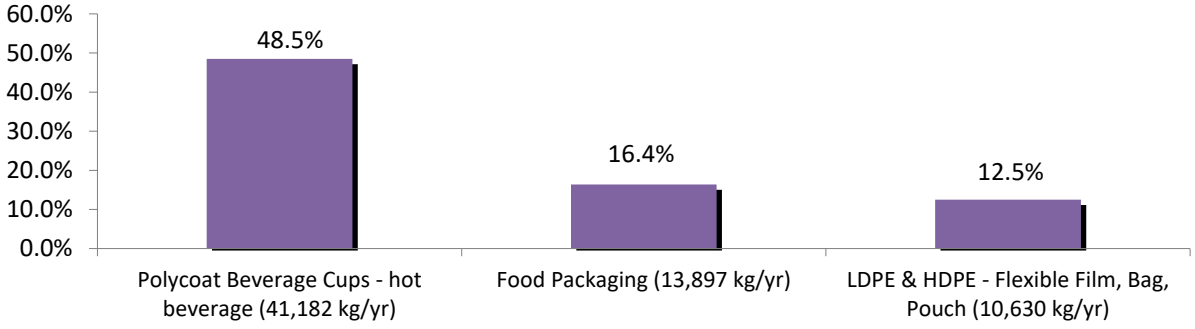
Analysis of all the specific wastes to be removed from Sheridan College Davis Campus in 2023 reveals that the campus could potentially achieve a waste diversion rate of 76.7% through the existing diversion programs. Figure 1 below shows the weight of the specific wastes being disposed at the campus in 2023 grouped by existing diversion, reuse and waste-to-landfill programs. This figure represents the Davis Campus potential for waste diversion using existing programs and assumes a 100% capture rate for all programs.

Figure 1: Waste Generation



Three specific waste types account for 65,709 kg per year (77.4% by weight) of all the specific wastes disposed in waste-to-landfill for which there is presently no diversion option. These specific wastes are presented in the figure below.

Figure 1: Significant Specific Wastes not Acceptable in Current Diversion Programs



Strategies to reduce disposal in waste-to-landfill of these three streams will be important in Sheridan's goal of getting to Zero Waste. These specific wastes and possible strategies include:

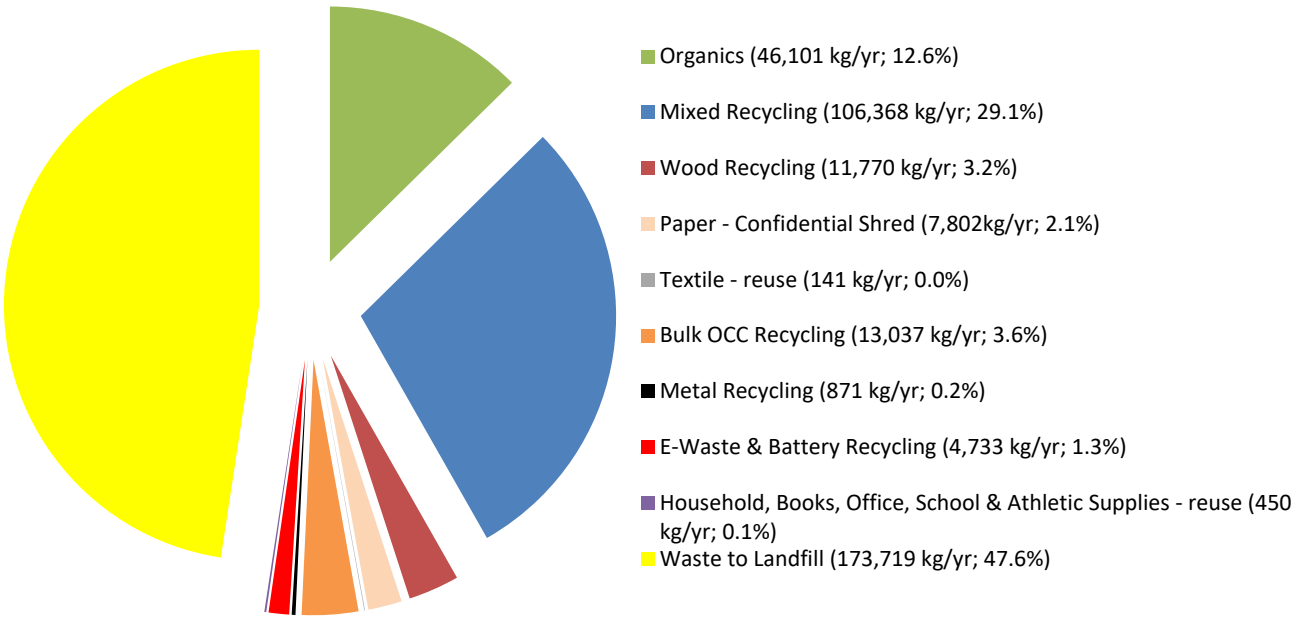
1. Polycoat Beverage Cups – Hot and Cold:

a. Switch to reusable coffee and beverage cups.
b. Switch to a disposable cup that is an acceptable material in ZW Organics/Recycling.

2. Food Packaging, including LDPE & HDPE films, bags & pouches:
   a. Reduce packaging in food services by switching to reusable alternatives.
   b. Switch to food packaging that is acceptable in ZW Organics/Recycling.

The 2023 Davis waste diversion rate is 52.4%. The Figure below shows the 2023 weight of material being collected through the existing waste collection programs.

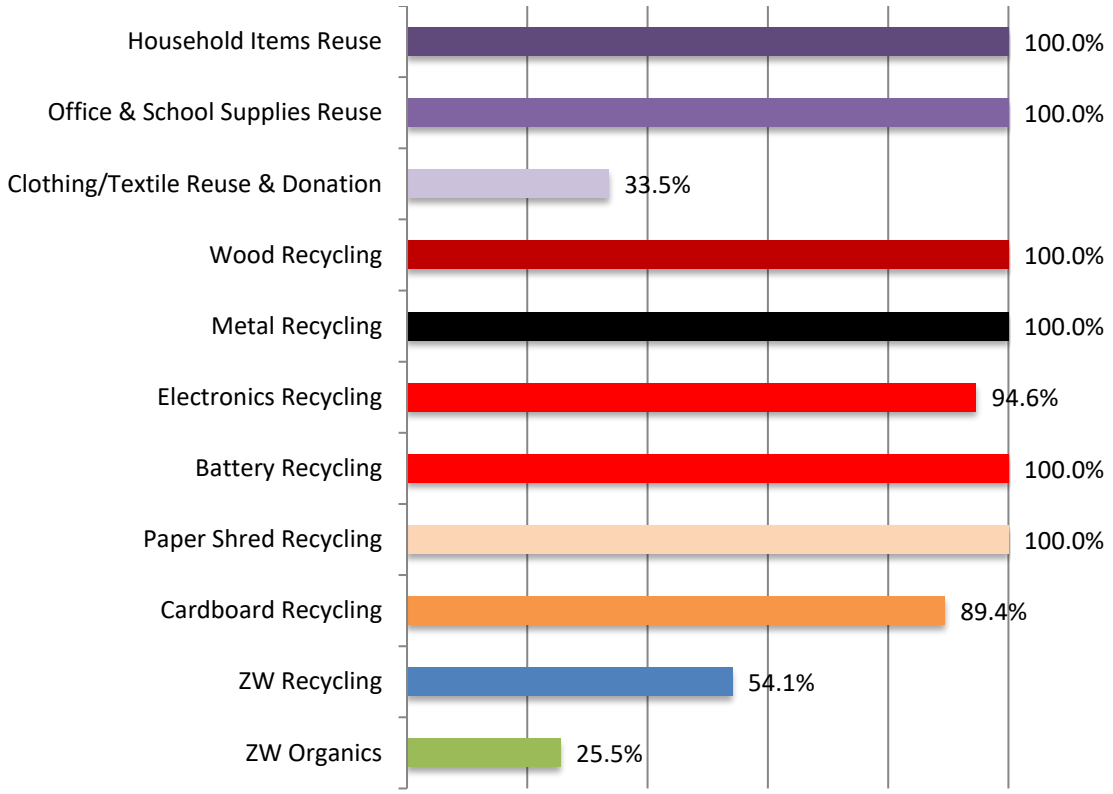
Figure 3: Davis Campus 2023 Waste Diversion



The Figure below shows the capture rates by the individual collection programs. The Davis Campus has eleven diversion programs. Capture rates were calculated as follows: total weight of all divertible material correctly captured by the diversion stream exclusive of contaminants divided by the total weight of all divertible material generated at the campus in any stream.

Most programs have very high capture rates; however, ZW Organics and ZW Recycling capture rates could be improved.

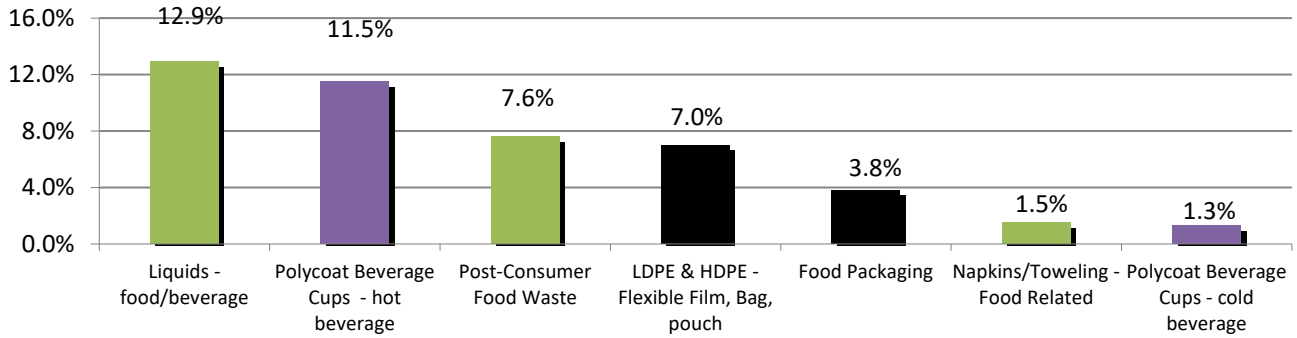
Figure 4: Davis Capture Rates by Collection Program



2.2 ZW RECYCLING COMPOSITION

The ZW Recycling contamination rate is high at 50.2% by weight. The most disposed contaminants (i.e., non-recyclable specific wastes) in the ZW Recycling at Davis are presented in the Figure below. Specific wastes are colour coded: green are suitable for ZW Organic bin, black are suitable for ZW waste-to-landfill bin and purple are reusable or reducible wastes.

Figure 5: Contaminants in ZW Recycling (over 1.0% by weight of material stream)



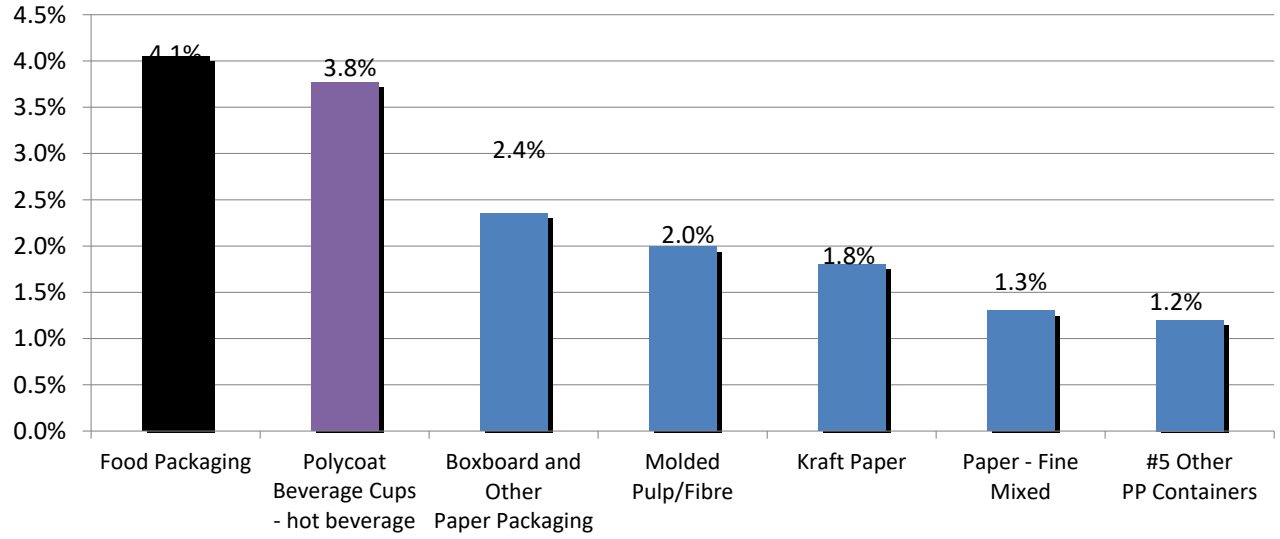
The waste reduction workplan should focus on those contaminants that can with minimal effort and cost be managed to be suitable for inclusion in ZW Recycling or eliminated from improper disposal. These include:

1. Liquids – food/beverage: encouraging staff, students and visitors to empty beverage containers prior to recycling them.
2. Post-consumer food waste & napkins:
    a. consider launching a "Keep it Clean" campaign to educate staff and students that contaminants in ZW Organics and ZW Recycling risk turning all the good divertible material into garbage.
    b. ensure there is sufficient space and amenities (additional napkins, bottle filling/emptying stations, etc.) for sorting in/near food service locations.
3. Polycoat beverage cups, LDPE & HDPE flexible film, and food packaging: promote reusable cups and reusable crockery in food services wherever possible and continue to seek alternative disposables that are acceptable in ZW Recycling or ZW Organics programs.

2.3 ZW ORGANIC COMPOSITION

The contamination rate in the ZW Organic bins was moderately high at 20.2% by weight. The most disposed contaminants (i.e., non-organic specific wastes) disposed in the ZW Organics bins are presented in the Figure below. Specific wastes are colour coded: blue are suitable for ZW Recycling bin and black are suitable for ZW waste-to-landfill bin.

Figure 6: Contaminants in ZW Organic Stream (over 1.0% by weight of material stream)



The waste reduction workplan should focus on those contaminants that can with minimal effort and cost be managed to be suitable for inclusion in ZW Organics or eliminated from improper disposal. These include:

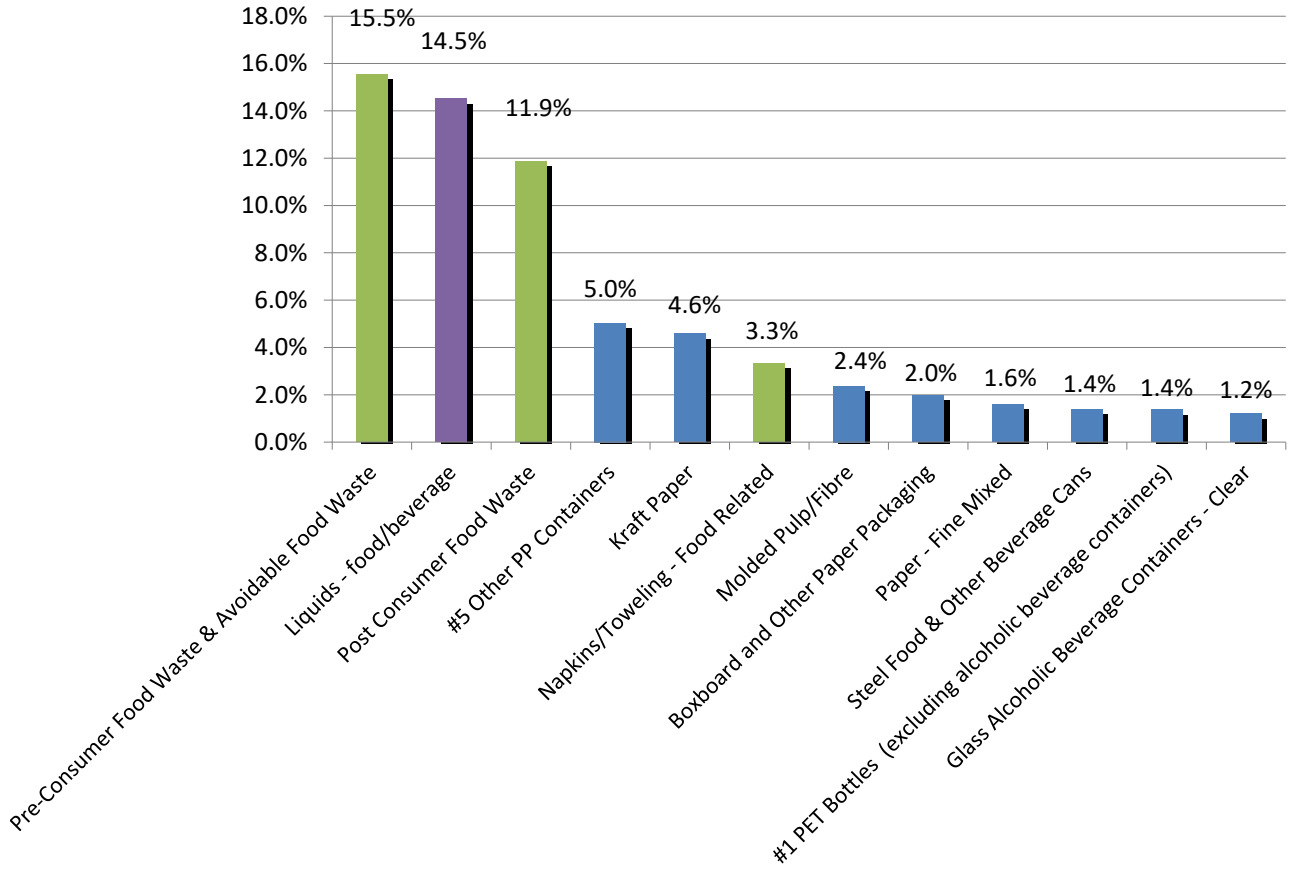
1. Food packaging and polycoat beverage cups: promote reusable cups and reusable crockery in food services wherever possible and continue to seek alternative disposables that are acceptable in ZW Recycling or ZW Organics programs.
2. Boxboard, molded pulp/fibre, kraft & fine paper, and #5 PP containers:
    a. consider launching a "Keep it Clean" campaign to educate staff and students that contaminants in ZW Organics and ZW Recycling risk turning all the good divertible material into garbage.
    b. ensure there is sufficient space and amenities (additional napkins, bottle filling/emptying stations, etc.) for sorting in/near food service locations.

2.4 ZW WASTE-TO-LANDFILL COMPOSITION

The ZW waste-to-landfill contamination rate was calculated by summing the weight of material that was disposed in waste-to-landfill for which there is a diversion program available on campus divided by the total weight of material disposed in waste-to-landfill. The ZW waste-to-landfill contamination rate was high at 69.6% and the contaminants were mostly food waste suitable for the ZW Organics program and secondarily recyclables suitable for ZW Recycling. This suggests that users are defaulting to disposing of mixed materials in this stream and are not sorting food waste and containers/packaging into appropriate streams.

The top 10 most disposed contaminants (i.e., organic or mixed recyclable wastes) disposed in the ZW waste-to-landfill bins at Davis are presented in the Figure below. Specific wastes are colour coded: blue are suitable for ZW Recycling bin, green are suitable for ZW Organics bin and purple are reducible.

Figure 7: Contaminants in ZW Waste-to-Landfill (over 1.0% by weight of material stream)



Analysis of the three ZW streams at this campus indicates that the most significant impediment to improved diversion is the use of the ZW waste-to-landfill bin for the disposal of mixed material wastes. The waste reduction workplan must focus on

those contaminants that can with minimal effort and cost be managed to be suitable for inclusion in ZW Organics or eliminated from improper disposal. These include:

1. Pre-consumer food waste: all the pre-consumer food waste & avoidable food waste was collected from the B Wing Cafeteria Area where over 20 kg of food waste was disposed in the ZW waste bin during the sampling period. This may have been an anomaly in sampling, however monitoring disposal of organics in this Area may be warranted.
2. Liquids – food/beverage: encourage the emptying of beverage containers prior to placement of empty in ZW Recycling through a combination of education/signage and placement of emptying stations where practicable.
3. Post-consumer food waste & napkins/toweling: promote sorting of mixed food wastes by encouraging and facilitating the emptying of food waste, napkins, paper food packaging and molded pulp (coffee cup trays) in the ZW Organics bin, then the disposal of the other food packaging in the appropriate ZW Recycling or ZW Organics bin.
4. Other #5 PP containers, kraft paper, molded pulp, boxboard, fine paper, steel cans, glass bottles and #1 PET bottles: encourage the capture of ZW Recyclables using education/signage with a focus on these recyclable materials.

2.5 ANALYSIS OF ZW BINS BY AREA

To identify opportunities to improve waste diversion, fifteen Areas of distinct waste generation were identified and audited. This sampling did not include every Area of the campus. One of the fifteen selected Areas, the Student Centre Back-of-House did not generate any ZW material during the 24-hour sampling event though it is more likely that the ZW material from this Area did not make it to the auditors for sorting and weighing. The Student Centre Back-of-House Area is consequently not included in any of the following three Tables.

Each of the other fourteen Areas generated a different amount of ZW Recycling, ZW Organics and ZW waste-to-landfill (Table 1). To maximize waste reduction, opportunities should focus on the Areas with the lowest diversion rate and certainly those below 52.4% (the ZW Waste Diversion Rate campus-wide). The Table is organized presenting the best to worst performers. Areas appearing in red have a ZW diversion rate below the campus average.

Table 1: Davis Campus ZW Material Diversion Rate by Area: Best to the Worst Performers

Area	Percent By Weight of Material Stream Generated During the 24-hour Sampling Period			
	ZW Recycling	ZW Organics	ZW Waste-to-landfill	ZW Diversion Rate
Student Centre Food Services	24.80%	74.00%	1.20%	98.8%
H/J Grounds Outdoor	54.60%	28.70%	16.70%	83.3%
B Wing 2nd Floor Offices	51.20%	15.20%	33.60%	66.4%
A Wing Office	66.30%	0.00%	33.70%	66.3%
B Wing Cafeteria Front-of-House	46.70%	17.00%	36.30%	63.7%
Residence	51.50%	0.00%	48.50%	51.5%
J Wing Learning Commons	35.80%	13.20%	51.00%	49.0%
B Wing 2nd Floor Hallways	39.00%	9.60%	51.40%	48.6%
H Wing Hallways	35.70%	12.90%	51.40%	48.6%
M Wing Hallways	24.80%	19.00%	56.20%	43.8%
A Wing Hallway	35.40%	4.90%	59.70%	40.3%
C Wing Hallways All Floors	37.00%	3.00%	60.00%	40.0%

Area	Percent By Weight of Material Stream Generated During the 24-hour Sampling Period			
	ZW Recycling	ZW Organics	ZW Waste-to-landfill	ZW Diversion Rate
B Wing Cafeteria Back-of-House	0.00%	0.00%	100.00%	0.0%
C Wing Gym & Weights Room	0.00%	0.00%	100.00%	0.0%
Building-Wide	32.6%	14.1%	53.3%	52.4%

The contamination rates for each of the fifteen Areas sampled during the audit were analyzed to identify the best and worst performers. This analysis was done for all three ZW bins streams.

The Table below presents the percentage by weight of contaminants in ZW Recycling by Area sorted to present the best to worst performers. Areas appearing in red have a ZW Recycling contamination rate above the campus average.

Table 2: Percentage of Contaminants in ZW Recycling by Area: Best to the Worst Performers

Area	Contaminants in ZW Recycling
A Wing Office	6.0%
B Wing 2nd Floor Offices	37.4%
Residence	42.1%
A Wing Hallway	43.3%
B Wing Cafeteria Front-of-House	44.3%
M Wing Hallways	45.1%
C Wing Hallways all Floors	47.7%
H Wing Hallways	51.4%
H/J Grounds Outdoor	52.9%
B Wing 2nd Floor Hallways	53.5%
J Wing Learning Commons	60.0%
Student Centre Food Services	73.1%
B Wing Cafeteria Back-of-House	No recycling
C Wing Gym & Weights Room	No recycling
Campus-Wide	50.2%

The Table below presents the percentage by weight of contaminants in ZW Organics by Area sorted to present the best to the worst performers. Areas appearing in red have a ZW contamination rate above the campus average.

Table 3: Percentage of Contaminants in ZW Organics by Area: the Best to the Worst Performers

Area	Contaminants in ZW Organics
Student Centre Food Services	4.6%
H/J Grounds Outdoor	9.8%
B Wing 2nd Floor Offices	10.2%
A Wing Hallway	10.9%
B Wing Cafeteria Front-of-House	19.7%
B Wing 2nd Floor Hallways	25.7%
H Wing Hallways	29.5%

J Wing Learning Commons	31.9%
C Wing Hallways all Floors	34.0%
M Wing Hallways	43.9%
A Wing Office	No organics
Residence	No organics
B Wing Cafeteria Back-of-House	No organics
C Wing Gym & Weights Room	No organics
Campus-Wide	20.2%

The Table below presents the percentage by weight of contaminants in ZW waste-to-landfill by Area sorted to present the best to worst performers. The average contamination rate of ZW waste-to-landfill at the Davis campus is 69.6%. The average is the sum of the weights of the contaminants in the ZW waste-to-landfill bin in all fifteen Areas audited divided by the total amount of ZW waste-to-landfill material sorted. Areas appearing in red have a ZW waste-to-landfill contamination rate above the campus average.

Table 4: Percentage of Contaminants in ZW Waste-to-Landfill by Area: Best to Worst Performers

Area	Contaminants in ZW Waste-to-landfill
C Wing Gym & Weights Room	6.6%
H/J Grounds Outdoor	34.3%
B Wing 2nd Floor Offices	42.4%
B Wing 2nd Floor Hallways	54.6%
C Wing Hallways all Floors	57.8%
A Wing Hallway	61.6%
J Wing Learning Commons	62.7%
Residence	65.7%
H Wing Hallways	70.4%
Student Centre Food Services	74.3%
B Wing Cafeteria Front-of-House	76.7%
A Wing Office	77.2%
M Wing Hallways	84.2%
B Wing Cafeteria Back-of-House	92.1%
Campus-Wide	69.6%

Areas underperforming the campus average for all four performance parameters (waste diversion rate as well as contamination rates for ZW Recycling, ZW Organics and ZW Waste-to-Landfill) include:

1. H Wing Hallways

Areas underperforming the campus average for three of the four performance parameters include:

1. B Wing 2nd Floor Hallways
2. B Wing Cafeteria Back-of-House
3. J Wing Learning Commons
4. M Wing Hallways

3.0 RECOMMENDATIONS

GENERAL RECOMMENDATIONS

The recommendations appearing in this report are to be considered for implementation as Sheridan College feels appropriate and cost effective.

Organizations that make substantial gains in waste reduction are those that periodically improve their diversion programs while continuously examining ways to eliminate materials that contribute to their daily and annual waste output.

Employees should be encouraged to evaluate, improve and expand waste reduction efforts in their own Areas. Active employee involvement will generate cooperation and enthusiasm.

CAMPUS WIDE FOCUS:

Sheridan's Davis Campus has an excellent combination of diversion programs that address the divertible materials generated at the campus. Consequently, the most significant future waste diversion improvements will likely come from enhancing compliance with the three stream ZW bins across campus and the implementation of elimination/substitution strategies for non-recyclable food and beverage packaging.

The Davis Campus needs to ensure recycling and organics programs are kept "clean of contaminants". To this end, Sheridan should continue to assess and identify barriers to sorting and develop Area-specific action plans to increase participation and decrease errors in sorting. Sheridan may wish to pilot strategies to improve sorting at underperforming Areas such as B Wing Cafeteria Front-of-House and/or Learning Commons.

SPECIFIC RECOMMENDATIONS

1. ZW Organics Strategy:

a. Use signage and education to improve the capture of specific organics with a focus on capturing food waste, napkins and paper food packaging.
b. Use signage and education to eliminate the contamination of ZW Organics with a focus on eliminating food packaging waste, recyclable paper and disposable polycoat coffee cups.
c. In or near food service locations and hallways (underperforming Areas), consider:
    i. Bin placement to ensure there is sufficient space for sorting and to encourage better sorting (e.g., placement in high visibility Areas, avoiding fast-moving traffic Areas, etc.)
    ii. Consider adding amenities such as napkins, bottle filling/emptying stations, etc. to facilitate sorting.

Anticipated impact: reduction in waste-to-landfill of 16,818 kg per year (assumes capture of an additional 30% of the organic material currently disposed in waste-to-landfill)

2. ZW Recycling Strategy:

a. Use signage and education to improve the capture of specific recyclables with a focus on the capture of other #5 PP containers, kraft paper, molded pulp, boxboard, fine paper, steel cans, glass bottles and #1 PET bottles.
b. Encourage emptying of beverage containers prior to placement in ZW Recycling through a combination of education/signage and placement of emptying stations where practicable.
c. Use signage and education to eliminate the contamination of ZW Recycling with food waste, coffee cups and napkins.
d. Focus this strategy on all hallways, B Wing Back-of-House and J Wing Learning Commons.

Anticipated impact: reduction in waste-to-landfill of 15,361 kg per year (assumes capture of an additional 20% of the recyclable material currently disposed in waste-to-landfill and a reduction of 20% of liquids disposed in waste-to-landfill).

3. Elimination/Substitution Strategy for Polycoat Cup Waste & Disposable Food Package Waste:

a. Encourage students and staff to use a reusable coffee cup/thermos.
b. Encourage food services to provide reusable cups and reusable food service material wherever possible.
c. Switch to a disposable cup and food packaging that is an acceptable material in ZW Organics and/or ZW Recycling.

Anticipated impact: reduction in waste-to-landfill of 4,514 kg per year (assumes reduction in disposable cup use of 10% in first year).

Anticipated Result:

With the implementation of the above noted waste reduction plans, it is estimated that the waste diversion rate at the Davis Campus will increase from 52.4% to 62.4% and the Davis Campus will divert an additional 36,692 kg of waste from landfill in 2024.

APPENDICES

GLOSSARY OF WASTE TERMS

In order to reduce potential confusion that may arise from the use of terms in this report, the following is a brief description of the waste and waste diversion terms.

TOTAL WASTE GENERATED

Total waste generated refers to all materials generated by the Facility's operations.

Total Waste Generated = Waste Disposed + Material Recovered From 3Rs Programs

RECOVERED WASTE

Recovered waste refers to materials diverted from the Facility's waste stream and from landfill as a result of 3Rs Programs.

CAPTURE RATES

Recycling rates for the Facility's 3Rs Programs based on the amount of material recovered versus the amount of the same material disposed into the waste stream.

Capture Rate = Recycled or Reused Material / (Material Disposed + Recycled or Reused)

ANNUAL DIVERSION RATE

The Facility's annual diversion rate is the percentage of waste material that it diverts from landfill versus what it generates in total.

Annual Diversion Rate = 3Rs Programs / Total Waste Generated

ONTARIO'S 60% REDUCTION TARGET

The *Ontario Ministry of Environment & Climate Change's* 60% reduction target is a comparison between a Facility's current year waste-to-landfill figure and a figure obtained from an earlier base year.

60% Reduction Target = (Waste Disposed 2018 - Waste Disposed Base Year 2012) / Waste Disposed Base Year 2012

SPECIFIC WASTE CATEGORIES & WASTE AUDIT DATA (DAVIS CAMPUS)

The following is the list of specific wastes, the associated appropriate waste management collection program, and the amount by weight generated per year and disposed by collection program at the Davis Campus in 2023. The specific wastes are listed alphabetically.

Specific Waste Category	Acceptable in Collection Program	All Streams (kg/yr)	ZW Recycling (kg/yr)	ZW Organics (kg/yr)	Other / Bulk Recycling (kg/yr	Reuse (kg/yr	Disposal (kg/yr)
#1 PET Alcoholic Beverage Containers	Recycling	348	35	292	0	0	21
#1 PET - clear thermoform packaging	Recycling	0	0	0	0	0	0
#1 PET - coloured thermoform packaging	Recycling	0	0	0	0	0	0
#1 PET Bottles (excluding alcoholic beverage containers)	Recycling	10,855	8,289	186	0	0	2,379
#1 PET Bottles > 5 Litres	Recycling	0	0	0	0	0	0
#2 HDPE Bottles and Jugs	Recycling	428	296	13	0	0	118
#2 HDPE Bottles and Jugs > 5 litres	Recycling	0	0	0	0	0	0
#2 Other HDPE Containers	Recycling	203	0	0	0	0	203
#5 Other PP Containers	Recycling	21,380	12,067	568	0	0	8,745
#5 PP Bottles/clear cups	Recycling	100	0	0	0	0	100
#6 PS - Expanded Polystyrene	Landfill	48	48	0	0	0	0
#6 PS - Non-expanded Polystyrene	Recycling	1,165	779	92	0	0	293
#7 Other Plastics	Landfill	215	166	0	0	0	49
Aluminum Alcoholic Beverage Cans	Recycling	0	0	0	0	0	0
Aluminum Foil & Foil Trays	Recycling	317	90	9	0	0	219
Aluminum Food & Other Beverage Cans	Recycling	5,294	3,928	77	0	0	1,289
Aseptic Containers (excluding alcoholic beverage containers)	Recycling	1,167	640	112	0	0	415
Batteries	Battery Recycling	215	0	0	215	0	0
Bleached Long Polycoat Fibre Cartons (includes ice cream containers)	Landfill	0	0	0	0	0	0
Books	Reuse & Donation	41	0	0	0	41	0
Boxboard and Other Paper Packaging	Recycling	10,935	6,424	1,086	0	0	3,425
Cables & Wires	Electronics Recycling	106	106	0	0	0	0
Coffee Grinds	Organics	2,365	0	2,365	0	0	0
Coffee pods	Landfill	93	0	0	0	0	93
Compostable cutlery	Organics	178	97	12	0	0	69

Specific Waste Category	Acceptable in Collection Program	All Streams (kg/yr)	ZW Recycling (kg/yr)	ZW Organics (kg/yr)	Other / Bulk Recycling (kg/yr	Reuse (kg/yr	Disposal (kg/yr)
Compostable Plastic Bin Liners - Certified, Non-Packaging	Organics	1,867	0	1,867	0	0	0
Corrugated Cardboard (Loose & Bulk)	Cardboard Recycling	17,637	2,726	294	13,037	0	1,580
Food Packaging	Landfill	13,897	4,049	1,868	0	0	7,979
Gable Top Containers	Recycling	879	196	243	0	0	441
Glass Alcoholic Beverage Containers - Clear	Recycling	3,043	966	0	0	0	2,077
Glass Alcoholic Beverage Containers - Coloured	Recycling	586	586	0	0	0	0
Glass Other Beverage and Food - Clear	Recycling	4,189	3,957	0	0	0	232
Glass Other Beverage and Food - Coloured	Recycling	0	0	0	0	0	0
Gloves - Rubber & Nitrile	Landfill	1,237	51	0	0	0	1,186
Kraft Paper	Recycling	13,067	4,254	849	0	0	7,963
Lab Waste	Landfill	14	14	0	0	0	0
LDPE & HDPE - Flexible Film, Bag, Pouch	Landfill	10,630	7,434	0	0	0	3,197
LDPE/HDPE Film - Products (non-packaging)	Landfill	475	180	0	0	0	295
Liquids - food/beverage	Organics	40,014	13,699	1,109	0	0	25,207
Maintenance Waste	Landfill	5,290	143	0	0	0	5,148
Milk Bladders	Recycling	207	0	0	0	0	207
Molded Pulp/Fibre	Recycling	7,737	2,695	918	0	0	4,124
Napkins/Toweling - Food Related	Organics	10,195	1,567	2,846	0	0	5,782
Newsprint - Flyers, Inserts	Recycling	0	0	0	0	0	0
Office & School Supplies (FreeUse PopUp & Donation)	Reuse & Donation	67	0	0	0	67	0
Office Waste	Landfill	883	588	18	0	0	277
Other Electronics	Electronics Recycling	4,896	0	0	4,518	0	378
Other Metal (excluding scrap metal)	Recycling	0	0	0	0	0	0
Other Polycoat	Landfill	450	450	0	0	0	0
Other Waste	Landfill	1,380	0	267	0	0	1,113
Paper - Fine Mixed	Recycling	8,162	4,813	596	0	0	2,754
Paper - Shredded, Confidential	Paper Shred Recycling	7,802	0	0	7,802	0	0
Paper Food Packaging - paper plates, other	Organics	1,146	212	146	0	0	788
Personal Protective Equipment (Masks)	Landfill	303	55	24	0	0	224

Specific Waste Category	Acceptable in Collection Program	All Streams (kg/yr)	ZW Recycling (kg/yr)	ZW Organics (kg/yr)	Other / Bulk Recycling (kg/yr	Reuse (kg/yr	Disposal (kg/yr)
Pet Waste - compostable bags	Organics	0	0	0	0	0	0
Plastic Cutlery	Landfill	1,772	292	112	0	0	1,368
Polycoat Beverage Cups - cold beverage	Landfill	3,957	1,424	58	0	0	2,475
Polycoat Beverage Cups - hot beverage	Landfill	41,182	12,277	1,739	0	0	27,166
Post-Consumer Food Waste	Organics	46,420	8,106	17,698	0	0	20,615
Pre-Consumer Food Waste & Avoidable Food Waste	Organics	37,327	945	9,390	0	0	26,992
Rags	Landfill	137	0	0	0	0	137
Scrap Metal	Metal Recycling	871	0	0	871	0	0
Small Home Appliances	Electronics Recycling	0	0	0	0	0	0
Small Household Items (Freeuse PopUp, Donation, Repair)	Reuse & Donation	342	0	0	0	342	0
Spiral Wound Containers	Landfill	0	0	0	0	0	0
Sporting Goods & Games (Freeuse PopUp, Donation)	Reuse & Donation	0	0	0	0	0	0
Steel Aerosol Cans	Recycling	0	0	0	0	0	0
Steel Alcoholic Beverage Cans	Recycling	0	0	0	0	0	0
Steel Food & Other Beverage Cans	Recycling	2,490	83	0	0	0	2,407
Textiles/Clothing (Freeuse PopUp, Donation)	Reuse & Donation	421	0	0	0	141	280
Tissue/Toweling - washroom related	Organics	3,780	892	1,076	0	0	1,813
Tissue/Toweling/wipes - cleaning related	Landfill	3,014	748	171	0	0	2,095
Wood	Wood Recycling	11,770	0	0	11,770	0	0
Wood Dust	Wood Dust Recycling	0	0	0	0	0	0
Yard Waste	Organics	0	0	0	0	0	0
	Grand Total	364,992	106,368	46,101	38,213	591	173,719

MECP WASTE FORM: REPORT OF A WASTE AUDIT (DAVIS)

Industrial, Commercial and Institutional Establishments
As required by O. Reg. 102/94

This report must be prepared 6 months after becoming subject to O. Reg. 102/94 and a copy retained on file for at least five years after it is prepared and be made available to the ministry upon request.
For large construction and demolition projects, please refer to the forms included with "A Guide to Waste Audits and Waste Reduction Work Plans for Construction and Demolition Projects as Required Under Ontario Regulation 102/94" (revised July 2008).

I. General Information (Davis)

Name of Owner and/or Operator of Entity(ies) and Company Name: Sheridan College Institute of Technology and Advanced Learning		
Name of Contact Person: Caroline Homes	Telephone #: 905 845 9430	Email address: Caroline.holmes@sheridancollege.ca
Street Address(es) of Entity(ies): 7899 McLaughlin Road, Brampton, ON L6Y 5H9		
Municipality: Brampton, ON Canada		
Type of entity Educational Institution		

Note: O. Reg. 102/94 does not apply to multi-unit residential buildings.

II. Description of Entity (Davis)

Provide a brief overview of the entity(ties):
The waste audit results presented in this report were obtained from observations and information collected during one on-site meeting and on two days of on-site waste auditing conducted on October 18 and 19, 2023 at the Davis Campus. Two data sets were employed to generate the annual waste generation rates of specific waste materials at the Davis Campus. First, the 2023 annual weight information for the individual collection streams was obtained from the service providers and the second data set was generated during the sorting and weighing of a 24-hour accumulation of material in ZW bins during the October 2023 on-site waste audit at the Campus. The 2023 non-ZW diversion program weights provided by Sheridan and their service providers were not audited and were assumed to have no contamination by other materials. In addition to the three stream ZW bin program, Sheridan's Davis Campus has implemented the following diversion programs and events including: 1. Corrugated Cardboard (OCC) Recycling 2. Paper Shred Recycling 3. Metal Recycling 4. E-Waste Recycling 5. Battery Recycling 6. Wood Recycling 7. Wood Dust Recycling 8. Clothing/Textile – Mask Donation Event 9. Clothing/Textile – Dress for Success Clothing Bins 10. Repair Café Events for Household Item Reuse 11. Freeuse PopUp Shop Reuse Events for:

v. Office & School Supplies
vi. Household Items
vii. Books
viii. Sporting Goods

III. How Waste is Produced and Decisions Affecting the Production of Waste (Davis)

For each category of waste that is produced at the entity(ies), explain how the waste will be produced and how management decisions and policies will affect the production of waste.	
Categories of Waste	How Is the Waste Produced and What Management Decisions/Policies Affect Its Production?
#1 PET Alcoholic Beverage Containers	Generated and disposed largely in Hallways and Cafeteria and should be disposed in ZW recycling though some may be disposed as waste.
#1 PET - clear thermoform packaging	Not generated at this Campus.
#1 PET - coloured thermoform packaging	Not generated at this Campus.
#1 PET Bottles (excluding alcoholic beverage containers)	Generated largely in food service areas by students, staff and visitors and should be disposed in ZW recycling though some may be disposed as waste.
#1 PET Bottles > 5 Litres	Not generated at this Campus.
#2 HDPE Bottles and Jugs	Generated largely in food service areas by students, staff and visitors and should be disposed in ZW recycling though some may be disposed as waste.
#2 HDPE Bottles and Jugs > 5 litres	Not generated at this Campus.
#2 Other HDPE Containers	Generated largely in food service areas by students, staff and visitors and should be disposed in ZW recycling though some may be disposed as waste.
#5 Other PP Containers	Generated largely in food service areas by students, staff and visitors and should be disposed in ZW recycling though some may be disposed as waste.
#5 PP Bottles/clear cups	Generated largely in food service areas by students, staff and visitors and should be disposed in ZW recycling though some may be disposed as waste.
#6 PS - Expanded Polystyrene	Generated on Campus largely in food services areas by students, staff and visitors and disposed as waste though some may be contaminating the ZW recycling program.
#6 PS - Non-expanded Polystyrene	Generated largely in food service areas by students, staff and visitors and should be disposed in ZW recycling though some may be disposed as waste.
#7 Other Plastics	Generated on Campus by students, staff and visitors and disposed as waste though some may be contaminating ZW recycling program.
Aluminum Alcoholic Beverage Cans	Not generated at this Campus.
Aluminum Foil & Foil Trays	Generated largely in food service areas by students, staff and visitors and should be disposed in ZW recycling though some may be disposed as waste.
Aluminum Food & Other Beverage Cans	Generated largely in food service areas by students, staff and visitors and should be disposed in ZW recycling though some may be disposed as waste.
Aseptic Containers (excluding alcoholic beverage containers)	Generated largely in food service areas by students, staff and visitors and should be disposed in ZW recycling though some may be disposed as waste.
Batteries	Generated on Campus by students, staff and visitors and should be disposed in the single stream recycling program.

Bleached Long Polycoat Fibre Cartons (includes ice cream containers)	Not generated in significant quantities at this Campus.
Books	Generated by students and staff and should be directed to PopUp Freeuse (reuse) Events though some may be disposed as waste.
Boxboard and Other Paper Packaging	Generated largely in food service areas by students, staff and visitors and should be disposed in ZW recycling though some may be disposed as waste.
Cables & Wires	Generated on Campus by students, staff and visitors and should be disposed in the single stream recycling program.
Coffee Grinds	Organic food waste generated on Campus by students, staff and visitors and should be disposed in ZW organics though some is disposed as waste or contaminating ZW recycling.
Coffee pods	Generated on Campus largely in food services areas by students, staff and visitors and disposed as waste though some may be contaminating the ZW recycling program.
Compostable cutlery	Organic food waste generated on Campus by students, staff and visitors and should be disposed in ZW organics though some is disposed as waste or contaminating ZW recycling.
Compostable Plastic Bin Liners - Certified, Non-Packaging	Organic food waste generated on Campus by students, staff and visitors and should be disposed in ZW organics though some is disposed as waste or contaminating ZW recycling.
Corrugated Cardboard (Loose & Bulk)	Generated on Campus by students, staff and visitors and should be disposed in the single stream recycling program.
Food Packaging	Generated on Campus largely in food services areas by students, staff and visitors and disposed as waste though some may be contaminating the ZW recycling program.
Gable Top Containers	Generated largely in food service areas by students, staff and visitors and should be disposed in ZW recycling though some may be disposed as waste.
Glass Alcoholic Beverage Containers - Clear	Generated largely in C Wing Hallways J Wing Learning Commons and should be disposed in ZW recycling though some may be disposed as waste.
Glass Alcoholic Beverage Containers - Coloured	Generated largely in J Wing Learning commons and should be disposed in ZW recycling though some may be disposed as waste.
Glass Other Beverage and Food - Clear	Generated largely in food service areas by students, staff and visitors and should be disposed in ZW recycling though some may be disposed as waste.
Glass Other Beverage and Food - Coloured	Not generated at this Campus.
Gloves - Rubber & Nitrile	Generated on Campus by students, staff and visitors and disposed as waste though some may be contaminating ZW recycling program.
Kraft Paper	Generated on Campus by students, staff and visitors and should be disposed in ZW recycling though some may be disposed as waste.
Lab Waste	Generated on Campus by students, staff and visitors and disposed as waste though some may be contaminating ZW recycling program.

LDPE & HDPE - Flexible Film, Bag, Pouch	Generated on Campus largely in food services areas by students, staff and visitors and disposed as waste though some may be contaminating the ZW recycling program.
LDPE/HDPE Film - Products (non-packaging)	Generated on Campus largely in food services areas by students, staff and visitors and disposed as waste though some may be contaminating the ZW recycling program.
Liquids - food/beverage	Students, staff and visitors disposing of non-empty beverage containers so that partially filled beverage containers are disposed in ZW receptacles.
Maintenance Waste	Generated on Campus by students, staff and visitors and disposed as waste though some may be contaminating ZW recycling program.
Milk Bladders	Generated largely in food service areas by students, staff and visitors and should be disposed in ZW recycling though some may be disposed as waste.
Molded Pulp/Fibre	Generated on Campus by students, staff and visitors and should be disposed in ZW recycling though some may be disposed as waste.
Napkins/Toweling - Food Related	Organic food waste generated on Campus by students, staff and visitors and should be disposed in ZW organics though some is disposed as waste or contaminating ZW recycling.
Newsprint - Flyers, Inserts	Not generated at this Campus.
Office & School Supplies (FreeUse PopUp & Donation)	Not generated at this Campus.
Office Waste	Generated on Campus by students, staff and visitors and disposed as waste though some may be contaminating ZW recycling program.
Other Electronics	Generated on Campus by students, staff and visitors and should be disposed in the single stream recycling program.
Other Metal (excluding scrap metal)	Not generated at this Campus.
Other Polycoat	Generated on Campus by students, staff and visitors and disposed as waste though some may be contaminating ZW recycling program.
Other Waste	Generated on Campus by students, staff and visitors and disposed as waste though some may be contaminating ZW recycling program.
Paper - Fine Mixed	Generated on Campus by students, staff and visitors and should be disposed in ZW recycling though some may be disposed as waste.
Paper - Shredded, Confidential	Generated on Campus by students, staff and visitors and should be disposed in the single stream recycling program.
Paper Food Packaging - paper plates, other	Organic food waste generated on Campus by students, staff and visitors and should be disposed in ZW organics though some is disposed as waste or contaminating ZW recycling.
Personal Protective Equipment (Masks)	Generated on Campus by students, staff and visitors and disposed as waste though some may be contaminating ZW recycling program.
Pet Waste - compostable bags	Not generated at this Campus.
Plastic Cutlery	Generated on Campus largely in food services areas by students, staff and visitors and disposed as waste though some may be contaminating the ZW recycling program.

Polycoat Beverage Cups - cold beverage	Generated on Campus largely in food services areas by students, staff and visitors and disposed as waste though some may be contaminating the ZW recycling program.
Polycoat Beverage Cups - hot beverage	Generated on Campus largely in food services areas by students, staff and visitors and disposed as waste though some may be contaminating the ZW recycling program.
Post-Consumer Food Waste	Organic food waste generated on Campus by students, staff and visitors and should be disposed in ZW organics though some is disposed as waste or contaminating ZW recycling.
Pre-Consumer Food Waste & Avoidable Food Waste	Organic food waste generated on Campus by students, staff and visitors and should be disposed in ZW organics though some is disposed as waste or contaminating ZW recycling.
Rags	Generated on Campus by students, staff and visitors and disposed as waste though some may be contaminating ZW recycling program.
Scrap Metal	Generated on Campus by students, staff and visitors and should be disposed in the single stream recycling program.
Small Home Appliances	Not generated at this Campus.
Small Household Items (Freeuse PopUp, Donation, Repair)	Not generated at this Campus.
Spiral Wound Containers	Not generated at this Campus.
Sporting Goods & Games (Freeuse PopUp, Donation)	Not generated at this Campus.
Steel Aerosol Cans	Not generated at this Campus.
Steel Alcoholic Beverage Cans	Not generated at this Campus.
Steel Food & Other Beverage Cans	Generated largely in food service areas by students, staff and visitors and should be disposed in ZW recycling though some may be disposed as waste.
Textiles/Clothing (Freeuse PopUp, Donation)	Generated largely by students and should be directed to Dress for Success and/or Freeuse PopUp Reuse Events though some may be disposed as waste.
Tissue/Toweling - washroom related	Nonfood organic waste generated on Campus by students, staff and visitors and should be disposed in ZW organics though some is disposed as waste or contaminating ZW recycling.
Tissue/Toweling/wipes - cleaning related	Generated on Campus by students, staff and visitors and disposed as waste though some may be contaminating ZW recycling program.
Wood	Generated on Campus by students, staff and visitors and should be disposed in the single stream recycling program.
Wood Dust	Not generated at this Campus.
Yard Waste	Not generated at this Campus.
Note: When completing this form, write “n/a” in the columns where the entity will not produce any waste for a category of waste.	

IV. Management of Waste (Davis)

For each category of waste listed below, indicate which waste items will be disposed of or reused/recycled and how each item will be managed at the entity(ies).		
Category	Waste to be Disposed	Reused or Recycled Waste
#1 PET Alcoholic Beverage Containers		Generated and disposed largely in Hallways and Cafeteria and should be disposed in ZW recycling though some may be disposed as waste. 93.9% diversion rate.
#1 PET - clear thermoform packaging		Not generated at this Campus. 0.0% diversion rate.
#1 PET - coloured thermoform packaging		Not generated at this Campus. 0.0% diversion rate.
#1 PET Bottles (excluding alcoholic beverage containers)		Generated largely in food service areas by students, staff and visitors and should be disposed in ZW recycling though some may be disposed as waste. 78.1% diversion rate.
#1 PET Bottles > 5 Litres		Not generated at this Campus. 0.0% diversion rate.
#2 HDPE Bottles and Jugs		Generated largely in food service areas by students, staff and visitors and should be disposed in ZW recycling though some may be disposed as waste. 72.4% diversion rate.
#2 HDPE Bottles and Jugs > 5 litres		Not generated at this Campus. 0.0% diversion rate.
#2 Other HDPE Containers		Generated largely in food service areas by students, staff and visitors and should be disposed in ZW recycling though some may be disposed as waste. 0.0% diversion rate.
#5 Other PP Containers		Generated largely in food service areas by students, staff and visitors and should be disposed in ZW recycling though some may be disposed as waste. 59.1% diversion rate.
#5 PP Bottles/clear cups		Generated largely in food service areas by students, staff and visitors and should be disposed in ZW recycling though some may be disposed as waste. 0.0% diversion rate.
#6 PS - Expanded Polystyrene	This is a waste for which there is no diversion program presently available.	
#6 PS - Non-expanded Polystyrene		Generated largely in food service areas by students, staff and visitors and should be disposed in ZW recycling though some may be disposed as waste. 74.8% diversion rate.
#7 Other Plastics	This is a waste for which there is no diversion program presently available.	

Aluminum Alcoholic Beverage Cans		Not generated at this Campus. 0.0% diversion rate.
Aluminum Foil & Foil Trays		Generated largely in food service areas by students, staff and visitors and should be disposed in ZW recycling though some may be disposed as waste. 31.0% diversion rate.
Aluminum Food & Other Beverage Cans		Generated largely in food service areas by students, staff and visitors and should be disposed in ZW recycling though some may be disposed as waste. 75.7% diversion rate.
Aseptic Containers (excluding alcoholic beverage containers)		Generated largely in food service areas by students, staff and visitors and should be disposed in ZW recycling though some may be disposed as waste. 64.4% diversion rate.
Batteries		Generated on Campus by students, staff and visitors and should be disposed in the single stream recycling program. 100.0% diversion rate.
Bleached Long Polycoat Fibre Cartons (includes ice cream containers)	Not generated at this Building	
Books		Generated by students and staff and should be directed to PopUp Freeuse (reuse) Events though some may be disposed as waste. 100.0% diversion rate.
Boxboard and Other Paper Packaging		Generated largely in food service areas by students, staff and visitors and should be disposed in ZW recycling though some may be disposed as waste. 68.7% diversion rate.
Cables & Wires		Generated on Campus by students, staff and visitors and should be disposed in the single stream recycling program. 100.0% diversion rate.
Coffee Grinds		Organic food waste generated on Campus by students, staff and visitors and should be disposed in ZW organics though some is disposed as waste or contaminating ZW recycling. 100.0% diversion rate.
Coffee pods	This is a waste for which there is no diversion program presently available.	
Compostable cutlery		Organic food waste generated on Campus by students, staff and visitors and should be disposed in ZW organics though some is disposed as waste or contaminating ZW recycling. 61.3% diversion rate.
Compostable Plastic Bin Liners - Certified, Non-Packaging		Organic food waste generated on Campus by students, staff and visitors and should be disposed in ZW organics though some

		is disposed as waste or contaminating ZW recycling. 100.0% diversion rate.
Corrugated Cardboard (Loose & Bulk)		Generated on Campus by students, staff and visitors and should be disposed in the single stream recycling program. 91.0% diversion rate.
Food Packaging	This is a waste for which there is no diversion program presently available.	
Gable Top Containers		Generated largely in food service areas by students, staff and visitors and should be disposed in ZW recycling though some may be disposed as waste. 49.9% diversion rate.
Glass Alcoholic Beverage Containers - Clear		Generated largely in C Wing Hallways J Wing Learning Commons and should be disposed in ZW recycling though some may be disposed as waste. 31.7% diversion rate.
Glass Alcoholic Beverage Containers - Coloured		Generated largely in J Wing Learning commons and should be disposed in ZW recycling though some may be disposed as waste. 100.0% diversion rate.
Glass Other Beverage and Food - Clear		Generated largely in food service areas by students, staff and visitors and should be disposed in ZW recycling though some may be disposed as waste. 94.5% diversion rate.
Glass Other Beverage and Food - Coloured		Not generated at this Campus. 0.0% diversion rate.
Gloves - Rubber & Nitrile	This is a waste for which there is no diversion program presently available.	
Kraft Paper		Generated on Campus by students, staff and visitors and should be disposed in ZW recycling though some may be disposed as waste. 39.1% diversion rate.
Lab Waste	This is a waste for which there is no diversion program presently available.	
LDPE & HDPE - Flexible Film, Bag, Pouch	This is a waste for which there is no diversion program presently available.	
LDPE/HDPE Film - Products (non-packaging)	This is a waste for which there is no diversion program presently available.	
Liquids - food/beverage	Students, staff and visitors disposing of non-empty beverage containers so that partially filled beverage containers are disposed in ZW receptacles.	Beverage containers should be emptied prior to placement in ZW recycling receptacles.
Maintenance Waste	This is a waste for which there is no diversion program presently available.	
Milk Bladders		Generated largely in food service areas by students, staff and visitors and should be disposed in ZW recycling though some

		may be disposed as waste. 0.0% diversion rate.
Molded Pulp/Fibre		Generated on Campus by students, staff and visitors and should be disposed in ZW recycling though some may be disposed as waste. 46.7% diversion rate.
Napkins/Toweling - Food Related		Organic food waste generated on Campus by students, staff and visitors and should be disposed in ZW organics though some is disposed as waste or contaminating ZW recycling. 43.3% diversion rate.
Newsprint - Flyers, Inserts		Not generated at this Campus. 0.0% diversion rate.
Office & School Supplies (FreeUse PopUp & Donation)		Not generated at this Campus. 0.0% diversion rate.
Office Waste	This is a waste for which there is no diversion program presently available.	
Other Electronics		Generated on Campus by students, staff and visitors and should be disposed in the single stream recycling program. 92.3% diversion rate.
Other Metal (excluding scrap metal)		Not generated at this Campus.
Other Polycoat	This is a waste for which there is no diversion program presently available.	
Other Waste	This is a waste for which there is no diversion program presently available.	
Paper - Fine Mixed		Generated on Campus by students, staff and visitors and should be disposed in ZW recycling though some may be disposed as waste. 66.3% diversion rate.
Paper - Shredded, Confidential		Generated on Campus by students, staff and visitors and should be disposed in the single stream recycling program. 100.0% diversion rate.
Paper Food Packaging - paper plates, other		Organic food waste generated on Campus by students, staff and visitors and should be disposed in ZW organics though some is disposed as waste or contaminating ZW recycling. 31.2% diversion rate.
Personal Protective Equipment (Masks)	This is a waste for which there is no diversion program presently available.	
Pet Waste - compostable bags		Not generated at this Campus.
Plastic Cutlery	This is a waste for which there is no diversion program presently available.	
Polycoat Beverage Cups - cold beverage	Polycoat beverage containers are a waste for which there is no diversion program presently available.	
Polycoat Beverage Cups - hot beverage	Polycoat beverage containers are a waste for which there is no diversion program presently available.	

Post-consumer Food Waste		Organic food waste generated on Campus by students, staff and visitors and should be disposed in ZW organics though some is disposed as waste or contaminating ZW recycling. 55.6% diversion rate.
Pre-Consumer Food Waste & Avoidable Food Waste		Organic food waste generated on Campus by students, staff and visitors and should be disposed in ZW organics though some is disposed as waste or contaminating ZW recycling. 27.7% diversion rate.
Rags	This is a waste for which there is no diversion program presently available.	
Scrap Metal		Generated on Campus by students, staff and visitors and should be disposed in the single stream recycling program. 100.0% diversion rate.
Small Home Appliances		Not generated at this Campus.
Small Household Items (Freeuse PopUp, Donation, Repair)		Not generated at this Campus.
Spiral Wound Containers	Not generated at this Building	
Sporting Goods & Games (Freeuse PopUp, Donation)		Not generated at this Campus.
Steel Aerosol Cans		Not generated at this Campus.
Steel Alcoholic Beverage Cans		Not generated at this Campus.
Steel Food & Other Beverage Cans		Generated largely in food service areas by students, staff and visitors and should be disposed in ZW recycling though some may be disposed as waste. 3.3% diversion rate.
Textiles/Clothing (Freeuse PopUp, Donation)		Generated largely by students and should be directed to Dress for Success and/or Freeuse PopUp Reuse Events though some may be disposed as waste. 0.0% diversion rate.
Tissue/Toweling - washroom related		Non food organic waste generated on Campus by students, staff and visitors and should be disposed in ZW organics though some is disposed as waste or contaminating ZW recycling. 52.0% diversion rate.
Tissue/Toweling/wipes - cleaning related	This is a waste for which there is no diversion program presently available.	
Wood		Generated on Campus by students, staff and visitors and should be disposed in the single stream recycling program. 100.0% diversion rate.
Wood Dust		Not generated at this Campus.
Yard Waste		Not generated at this Campus.

Note: When completing this form, write “n/a” in the columns where the entity will not produce any waste for a category of waste.

V. Estimated Quantity of Waste Produced Annually – Davis – Base Year 2023

	Estimated Amount of Waste Produced (kgs)											
	Generated			Reused			Recycled			Disposed		
Categories of Waste	"A" Base Year (kg)	"B" * Current Year (kg)	"C" * Change (A-B) (kg)	"A" Base Year (kg)	"B" * Current Year (kg)	"C" * Change (A-B) (kg)	"A" Base Year (kg)	"B" * Current Year (kg)	"C" * Change (A-B) (kg)	"A" Base Year (kg)	"B" * Current Year (kg)	"C" * Change (A-B) (kg)
#1 PET Alcoholic Beverage Containers	348			0			327			21		
#1 PET - clear thermoform packaging	0			0			0			0		
#1 PET - coloured thermoform packaging	0			0			0			0		
#1 PET Bottles (excluding alcoholic beverage containers)	10,855			0			8,475			2,379		
#1 PET Bottles > 5 Litres	0			0			0			0		
#2 HDPE Bottles and Jugs	428			0			309			118		
#2 HDPE Bottles and Jugs > 5 litres	0			0			0			0		
#2 Other HDPE Containers	203			0			0			203		
#5 Other PP Containers	21,380			0			12,635			8,745		
#5 PP Bottles/clear cups	100			0			0			100		
#6 PS - Expanded Polystyrene	48			0			48			0		
#6 PS - Non-expanded Polystyrene	1,165			0			871			293		
#7 Other Plastics	215			0			166			49		
Aluminum Alcoholic Beverage Cans	0			0			0			0		

Aluminum Foil & Foil Trays	317			0			99			219		
Aluminum Food & Other Beverage Cans	5,294			0			4,006			1,289		
Aseptic Containers (excluding alcoholic beverage containers)	1,167			0			752			415		
Batteries	215			0			215			0		
Bleached Long Polycoat Fibre Cartons (includes ice cream containers)	0			0			0			0		
Books	112			112			0			0		
Boxboard and Other Paper Packaging	10,935			0			7,510			3,425		
Cables & Wires	106			0			106			0		
Coffee Grinds	2,365			0			2,365			0		
Coffee pods	93			0			0			93		
Compostable cutlery	178			0			109			69		
Compostable Plastic Bin Liners - Certified, Non-Packaging	1,867			0			1,867			0		
Corrugated Cardboard (Loose & Bulk)	17,637			0			16,057			1,580		
Food Packaging	13,897			0			5,918			7,979		
Gable Top Containers	879			0			439			441		
Glass Alcoholic Beverage Containers - Clear	3,043			0			966			2,077		
Glass Alcoholic Beverage Containers - Coloured	586			0			586			0		
Glass Other Beverage and Food - Clear	4,189						3,957			232		
Glass Other Beverage and Food - Coloured	0						0			0		

Gloves - Rubber & Nitrile	1,237						51			1,186		
Kraft Paper	13,067						5,104			7,963		
Lab Waste	14						14			0		
LDPE & HDPE - Flexible Film, Bag, Pouch	10,630						7,434			3,197		
LDPE/HDPE Film - Products (non-packaging)	475						180			295		
Liquids - food/beverage	40,014						14,808			25,207		
Maintenance Waste	5,290						143			5,148		
Milk Bladders	207						0			207		
Molded Pulp/Fibre	7,737						3,613			4,124		
Napkins/Toweling - Food Related	10,195						4,413			5,782		
Newsprint - Flyers, Inserts	0						0			0		
Office & School Supplies (FreeUse PopUp & Donation)	0						0			0		
Office Waste	883						606			277		
Other Electronics	4,896						4,518			378		
Other Metal (excluding scrap metal)	0						0			0		
Other Polycoat	450						450			0		
Other Waste	1,380						267			1,113		
Paper - Fine Mixed	8,162						5,409			2,754		
Paper - Shredded, Confidential	7,802						7,802			0		
Paper Food Packaging - paper plates, other	1,146						358			788		
Personal Protective Equipment (Masks)	303						78			224		
Pet Waste - compostable bags	0						0			0		
Plastic Cutlery	1,772						404			1,368		

Polycoat Beverage Cups - cold beverage	3,957						1,482			2,475		
Polycoat Beverage Cups - hot beverage	41,182						14,016			27,166		
Post-Consumer Food Waste	46,420						25,805			20,615		
Pre-Consumer Food Waste & Avoidable Food Waste	37,327						10,335			26,992		
Rags	137						0			137		
Scrap Metal	871						871			0		
Small Home Appliances	0						0			0		
Small Household Items (Freeuse PopUp, Donation, Repair)	0						0			0		
Spiral Wound Containers	0						0			0		
Sporting Goods & Games (Freeuse PopUp, Donation)	0						0			0		
Steel Aerosol Cans	0						0			0		
Steel Alcoholic Beverage Cans	0						0			0		
Steel Food & Other Beverage Cans	2,490						83			2,407		
Textiles/Clothing (Freeuse PopUp, Donation)	280						0			280		
Tissue/Toweling - washroom related	3,780						1,968			1,813		
Tissue/Toweling/wipes - cleaning related	3,014						919			2,095		
Wood	11,770						11,770			0		
Wood Dust	0						0			0		

Yard Waste	0						0			0		
Total	364,513			112			190,682			173,719		
Percent Change (total C ÷ total A x 100) from Base Year:												
2023 Diversion Rate: 2022 Diversion Rate:	52.4% 43.2%											

Note: When completing this form, write "n/a" in the "Estimated Amount of Waste Produced" column where the entity will not produce any waste for a category of waste.

- Fill out these columns each year following the initial waste audit or baseline year to determine the progress that is being made by your waste reduction program.

VI. Extent to Which Materials or Products Used or Sold by the Entity Consist of Recycled or Reused Materials or Products (Davis)

Please answer the following questions (and please attach any additional page(s) as required):

1.	Do you have a management policy in place that promotes the purchasing and/or use of materials or products that consist of recycled and/or reused materials or products? If yes, please describe.
	Sheridan's Sustainable Procurement at Sheridan, being section 5 in the broader institutional ***Procurement Policy,*** *is as follows:* *5.0 Sustainable Procurement at Sheridan* *5.1 Sheridan upholds the values of sustainability, social responsibility, and fair labour practices. Guided by our Sustainability Procedure, our Mission Zero Energy and Zero Waste and Carbon Plan where feasible, Sheridan is committed to supporting these principles. In alignment with these documents and institutional targets, Sheridan aims to integrate sustainable procurement into all formal bid opportunities. This includes, but is not limited to, Goods and Services for purchases related to the four sustainable pillars: social, ethical, environmental, and Indigenous considerations. Further detail is outlined in the Sustainable Procurement Procedure*.* *5.2 Meeting the needs of the present without compromising the ability of future generations to meet their own needs is a fundamental principle of sustainable practice. This principle entails striking a balance between economic, social, and environmental priorities (Sheridan College Institute of Technology and Advanced Learning, 2014).* ** Section 11 of the* ***Sustainable Procurement Procedure*** *is as follows:* *11.0 Sustainable Procurement* *Sustainable Procurement is a key principle in Sheridan's Procurement Policy. The details below express Sheridan's commitment to strengthening sustainable practices across the institution, and supporting a culture defined by informed and responsible decision making which balances ethical, social, Indigenous, and environmental priorities. Procurement at Sheridan will meet this commitment by:* *11.1 Sustainability Evaluation Criteria* *Sheridan will integrate sustainability criteria through language in RFP documents, and in its procurement process. When applicable the following evaluation criteria for suppliers will inform decision makers: life cycle costing, waste management, repairability, use of local labour and materials, and other related criteria. These criteria can apply to any procurement and factor in the final scoring for the decision making for purchases along with functional requirements.* *11.2 Training and Communication* *Sheridan will encourage and provide support for user departments to integrate sustainability in their decision-making process for purchases under $121,200. Procurement, with support of the Sustainability Office will provide education and training for user departments to build a culture of sustainable procurement at the College.* *11.3 Supplier Engagement and Performance Management Sheridan will communicate the organization's sustainability values to prospective and current suppliers. Sustainability will be included in Vendor Performance Management and reviewed along with other Key Performance Indicators. Sheridan will*

	conduct supplier research and include informational questions about supplier's sustainability goals at vendor intake. *11.4 Supplier Diversity* *Sheridan aims to use sustainable procurement to provide opportunities to address economic disadvantage by promoting equal opportunity and inclusion and removing barriers to those goals experienced by equity seeking communities and others who disproportionately experience unemployment and underemployment, discrimination. Sheridan will participate in collaboration across the sector to reduce barriers for suppliers and participate in diverse supplier networks.* *11.5 Leadership and Collaboration* *When possible, Sheridan's Procurement department will work along city governments, social foundations, social enterprises, and groups deserving social equity to raise awareness on Sustainable Procurement. This includes creating events that benefit the community and promote relationship-building.*
2.	Do you have plans to increase the extent to which materials or products used or sold* consist of recycled or reused materials or products? If yes, please describe. * Information regarding materials or products "sold" that consist of recycled or reused materials or products is only required from owner(s) of retail shopping establishments and the owner(s) or operator(s) of large manufacturing establishments.
	This is in Sheridan's long-term plan and would also fall under the College's Sustainability Policy.

I hereby certify that the information provided in this Report of Waste Audit is complete and correct.		
Signature of authorized official: Herbert Sinnock	Title: Director, Sustainability	Date: 09/23/2024

MECP WASTE FORM: REPORT OF A WASTE REDUCTION WORK PLAN (DAVIS)

Industrial, Commercial and Institutional Establishments
As required by O. Reg. 102/94

This report must be prepared 6 months after becoming subject to O. Reg. 102/94 and a copy retained on file for at least five years after it is prepared and be made available to the ministry upon request.

I. General Information (Davis)

Name of Owner and/or Operator of Entity(ies) and Company Name: Sheridan College Institute of Technology and Advanced Learning		
Name of Contact Person: Caroline Homes	Telephone #: 905 845 9430	Email address: Caroline.holmes@sheridancollege.ca
Street Address(es) of Entity(ies): 7899 McLaughlin Road, Brampton, ON L6Y 5H9		
Municipality: Brampton, ON Canada		
Type of entity Educational Institution		

Note: O. Reg. 102/94 does not apply to multi-unit residential buildings.

II. Description of Entity (Davis)

Provide a brief overview of the entity(ties):

The waste audit results presented in this report were obtained from observations and information collected during one on-site meeting and on two days of on-site waste auditing conducted on October 18 and 19, 2023 at the Davis Campus.

Two data sets were employed to generate the annual waste generation rates of specific waste materials at the Davis Campus. First, the 2023 annual weight information for the individual collection streams was obtained from the service providers and the second data set was generated during the sorting and weighing of a 24-hour accumulation of material in ZW bins during the October 2023 on-site waste audit at the Campus.

The 2023 non-ZW diversion program weights provided by Sheridan and their service providers were not audited and were assumed to have no contamination by other materials. In addition to the three stream ZW bin program, Sheridan's Davis Campus has implemented the following diversion programs and events including:

1. Corrugated Cardboard (OCC) Recycling
2. Paper Shred Recycling
3. Metal Recycling
4. E-Waste Recycling
5. Battery Recycling
6. Wood Recycling
7. Wood Dust Recycling
8. Clothing/Textile – Mask Donation Event
9. Clothing/Textile – Dress for Success Clothing Bins
10. Repair Café Events for Household Item Reuse
11. Freeuse PopUp Shop Reuse Events for:
    i. Office & School Supplies
    ii. Household Items
    iii. Books
    iv. Sporting Goods

III. Plans to Reduce, Reuse and Recycle Waste (Davis)

For each category of waste described in Part V of "Report of a Waste Audit" (on which this plan is based), explain what your plans are to Reduce, Reuse and Recycle the waste, including: 1) how the waste will be source separated at the establishment, and 2) the programs to reduce, reuse and recycle all source separated waste.	
#1 PET Alcoholic Beverage Containers	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles and consider adding amenities.
#1 PET - clear thermoform packaging	
#1 PET - coloured thermoform packaging	
#1 PET Bottles (excluding alcoholic beverage containers)	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles and consider adding amenities.
#1 PET Bottles > 5 Litres	
#2 HDPE Bottles and Jugs	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles and consider adding amenities.
#2 HDPE Bottles and Jugs > 5 litres	
#2 Other HDPE Containers	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles and consider adding amenities.
#5 Other PP Containers	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles and consider adding amenities.
#5 PP Bottles/clear cups	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles and consider adding amenities.
#6 PS - Expanded Polystyrene	
#6 PS - Non-expanded Polystyrene	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles and consider adding amenities.
#7 Other Plastics	
Aluminum Alcoholic Beverage Cans	
Aluminum Foil & Foil Trays	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles and consider adding amenities.
Aluminum Food & Other Beverage Cans	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles and consider adding amenities.
Aseptic Containers (excluding alcoholic beverage containers)	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles and consider adding amenities.
Batteries	
Bleached Long Polycoat Fibre Cartons (includes ice cream containers)	
Books	

Boxboard and Other Paper Packaging	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles and consider adding amenities.
Cables & Wires	
Coffee Grinds	ZW ORGANICS STRATEGY: Promote capture of more organics and less contaminants through education, signage as well as placement of receptacles and consider adding amenities.
Coffee pods	
Compostable cutlery	ZW ORGANICS STRATEGY: Promote capture of more organics and less contaminants through education, signage as well as placement of receptacles and consider adding amenities.
Compostable Plastic Bin Liners - Certified, Non-Packaging	ZW ORGANICS STRATEGY: Promote capture of more organics and less contaminants through education, signage as well as placement of receptacles and consider adding amenities.
Corrugated Cardboard (Loose & Bulk)	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles and consider adding amenities.
Food Packaging	
Gable Top Containers	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles and consider adding amenities.
Glass Alcoholic Beverage Containers - Clear	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles and consider adding amenities.
Glass Alcoholic Beverage Containers - Coloured	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles and consider adding amenities.
Glass Other Beverage and Food - Clear	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles and consider adding amenities.
Glass Other Beverage and Food - Coloured	
Gloves - Rubber & Nitrile	
Kraft Paper	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles and consider adding amenities.
Lab Waste	
LDPE & HDPE - Flexible Film, Bag, Pouch	
LDPE/HDPE Film - Products (non-packaging)	
Liquids - food/beverage	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles and consider adding amenities.
Maintenance Waste	
Milk Bladders	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles and consider adding amenities.

Molded Pulp/Fibre	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles and consider adding amenities.
Napkins/Toweling - Food Related	ZW ORGANICS STRATEGY: Promote capture of more organics and less contaminants through education, signage as well as placement of receptacles and consider adding amenities.
Newsprint - Flyers, Inserts	
Office & School Supplies (FreeUse PopUp & Donation)	
Office Waste	
Other Electronics	
Other Metal (excluding scrap metal)	
Other Polycoat	
Other Waste	
Paper - Fine Mixed	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles and consider adding amenities.
Paper - Shredded, Confidential	
Paper Food Packaging - paper plates, other	ZW ORGANICS STRATEGY: Promote capture of more organics and less contaminants through education, signage as well as placement of receptacles and consider adding amenities.
Personal Protective Equipment (Masks)	
Pet Waste - compostable bags	
Plastic Cutlery	
Polycoat Beverage Cups - cold beverage	COFFEE CUPS: Promote reusable cups wherever possible and/or switch to a compostable cup that is acceptable in an organics program.
Polycoat Beverage Cups - hot beverage	COFFEE CUPS: Promote reusable cups wherever possible and/or switch to a compostable cup that is acceptable in an organics program.
Post-Consumer Food Waste	ZW ORGANICS STRATEGY: Promote capture of more organics and less contaminants through education, signage as well as placement of receptacles and consider adding amenities.
Pre-Consumer Food Waste & Avoidable Food Waste	ZW ORGANICS STRATEGY: Promote capture of more organics and less contaminants through education, signage as well as placement of receptacles and consider adding amenities.
Rags	
Scrap Metal	
Small Home Appliances	
Small Household Items (Freeuse PopUp, Donation, Repair)	
Spiral Wound Containers	
Sporting Goods & Games (Freeuse PopUp, Donation)	

Steel Aerosol Cans	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles and consider adding amenities.
Steel Alcoholic Beverage Cans	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles and consider adding amenities.
Steel Food & Other Beverage Cans	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles and consider adding amenities.
Textiles/Clothing (Freeuse PopUp, Donation)	
Tissue/Toweling - washroom related	ZW ORGANICS STRATEGY: Promote capture of more organics and less contaminants through education, signage as well as placement of receptacles and consider adding amenities.
Tissue/Toweling/wipes - cleaning related	
Wood	
Wood Dust	
Yard Waste	

IV. Responsibility for Implementing the Waste Reduction Work Plan (Davis)

Identify who is responsible for implementing the Waste Reduction Work Plan at your entity(ies). If more than one person is responsible for implementation, identify each person who is responsible and indicate the part of the Waste Reduction Work Plan that each person is responsible for implementing.		
Name of Person	Responsibility	Telephone #
Dave Clark	Promoting, developing, and implementing the Zero Waste program, tracking and assessing of data and evaluating the program.	Dave.clark1@sheridancollege.ca
Caroline Holmes	Developing and evaluating the Zero Waste program	Caroline.holmes@sheridancollege.ca
Herb Sinnock	Developing and evaluating the Zero Waste program	Herbert.sinnock@sheridancollege.ca

V. Timetable for Implementing Waste Reduction Work Plan (Davis)

Provide a timetable indicating when each Source Separation and 3Rs program of the Waste Reduction Work Plan will be implemented.	
Source Separation and 3Rs Program	Schedule for Completion
1. ZW Organics Strategy: a. Use signage and education to improve the capture of specific organics with a focus on capturing food waste, napkins and paper food packaging. b. Use signage and education to eliminate the contamination of ZW Organics with a focus on eliminating food packaging waste, recyclable paper and disposable polycoat coffee cups. c. In or near food service locations and hallways (underperforming Areas), consider: i. Bin placement to ensure there is sufficient space for sorting and to encourage better sorting (e.g., placement in high visibility Areas, avoiding fast-moving traffic Areas, etc.) ii. Consider adding amenities such as napkins, bottle filling/emptying stations, etc. to facilitate sorting. Anticipated Impact: Capture additional 30% organics in the first year.	December 31, 2024
2. ZW Recycling Strategy: a. Use signage and education to improve the capture of specific recyclables with a focus on the capture of other #5 PP containers, kraft paper, molded pulp, boxboard, fine paper, steel cans, glass bottles and #1 PET bottles. b. Encourage emptying of beverage containers prior to placement in ZW Recycling through a combination of education/signage and placement of emptying stations where practicable. c. Use signage and education to eliminate the contamination of ZW Recycling with food waste, coffee cups and napkins. d. Focus this strategy on <u>all hallways</u>, B Wing Back-of-House and J Wing Learning Commons. Anticipated Impact: Capture additional 20% recyclables in the first year.	December 31, 2024
3. Elimination/Substitution Strategy for Polycoat Cup Waste & Disposable Food Package Waste: a. Encourage students and staff to use a reusable coffee cup/thermos. b. Encourage food services to provide reusable cups and reusable food service material wherever possible. c. Switch to a disposable cup and food packaging that is an acceptable material in ZW Organics and/or ZW Recycling. Anticipated impact: Reduce disposal of disposable cups by 10% in the first year.	December 31, 2024

VI. Communication to Staff, Customers, Guests and Visitors (Davis)

Explain how the Waste Reduction Work Plan will be communicated to employees, customers, tenants, guests/visitors and students:
The Waste Reduction Plan will be posted on the Sheridan Sustainability website. Comprehensive strategies will be adopted in promoting the Zero Waste program, including the weekly e-newsletter Insider, Sustainability website, campus TV screens, campus newspaper, Sheridan social media and the Zero Waste promotion booths across all campuses. These media as well as promotional material and additional signage will be employed, where practicable, to promote the implementation of each of the individual waste reduction work plans.

VII. Estimated Waste Produced by Material Type and The Projected Amount (Davis)

Categories of Waste (Specific Wastes)	Estimated Annual Waste Produced * (kg)	Annual Amount Currently Diverted (2023) (kg)	Name of Proposed 3Rs Program (as stated in Part III)	Projections to Further Reduce, Reuse or Recycle Waste (kg)			Estimated Annual Amount to be Diverted ** (%)
				Reduce	Re-use	Recycle	
#1 PET Alcoholic Beverage Containers	348	327	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles and consider adding amenities.			4	95.1%
#1 PET - clear thermoform packaging	0	0					
#1 PET - coloured thermoform packaging	0	0					
#1 PET Bottles (excluding alcoholic beverage containers)	10,855	8,475	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles and consider adding amenities.			476	82.5%
#1 PET Bottles > 5 Litres	0	0					
#2 HDPE Bottles and Jugs	428	309	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles			24	77.9%

			and consider adding amenities.				
#2 HDPE Bottles and Jugs > 5 litres	0	0					
#2 Other HDPE Containers	203	0	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles and consider adding amenities.			41	20.0%
#5 Other PP Containers	21,380	12,635	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles and consider adding amenities.			1,749	67.3%
#5 PP Bottles/clear cups	100	0	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles and consider adding amenities.			20	20.0%
#6 PS - Expanded Polystyrene	48	48					
#6 PS - Non-expanded Polystyrene	1,165	871	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles			59	79.9%

			and consider adding amenities.				
#7 Other Plastics	215	166					
Aluminum Alcoholic Beverage Cans	0	0					
Aluminum Foil & Foil Trays	317	99	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles and consider adding amenities.			44	44.8%
Aluminum Food & Other Beverage Cans	5,294	4,006	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles and consider adding amenities.			258	80.5%
Aseptic Containers (excluding alcoholic beverage containers)	1,167	752	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles and consider adding amenities.			83	71.5%
Batteries	215	215					100.0%
Bleached Long Polycoat Fibre Cartons (includes ice cream containers)	0	0					
Books	112	112					100.0%
Boxboard and Other Paper Packaging	10,935	7,510	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and			685	74.9%

			less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles and consider adding amenities.				
Cables & Wires	106	106					100.0%
Coffee Grinds	2,365	2,365	ZW ORGANICS STRATEGY: Promote capture of more organics and less contaminants through education, signage as well as placement of receptacles and consider adding amenities.			0	100.0%
Coffee pods	93	0					
Compostable cutlery	178	109	ZW ORGANICS STRATEGY: Promote capture of more organics and less contaminants through education, signage as well as placement of receptacles and consider adding amenities.			21	11.6%
Compostable Plastic Bin Liners - Certified, Non-Packaging	1,867	1,867	ZW ORGANICS STRATEGY: Promote capture of more organics and less contaminants through education, signage as well as placement of receptacles and consider adding amenities.			0	0.0%
Corrugated Cardboard (Loose & Bulk)	17,637	16,057	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles and consider adding amenities.			316	92.8%
Food Packaging	13,897	5,918					
Gable Top Containers	879	439	ZW RECYCLING STRATEGY: Promote capture of more			88	59.9%

			recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles and consider adding amenities.				
Glass Alcoholic Beverage Containers - Clear	3,043	966	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles and consider adding amenities.			415	45.4%
Glass Alcoholic Beverage Containers - Coloured	586	586	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles and consider adding amenities.			0	100.0%
Glass Other Beverage and Food - Clear	4,189	3,957	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles and consider adding amenities.			46	95.6%
Glass Other Beverage and Food - Coloured	0	0				0	
Gloves - Rubber & Nitrile	1,237	51					
Kraft Paper	13,067	5,104	ZW RECYCLING STRATEGY: Promote capture of more			1,593	51.2%

			recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles and consider adding amenities.				
Lab Waste	14	14					
LDPE & HDPE - Flexible Film, Bag, Pouch	10,630	7,434					
LDPE/HDPE Film - Products (non-packaging)	475	180					
Liquids - food/beverage	40,014	14,808	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles and consider adding amenities.	7,562			20.0%
Maintenance Waste	5,290	143					
Milk Bladders	207	0	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles and consider adding amenities.			41	20.0%
Molded Pulp/Fibre	7,737	3,613	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles			825	57.4%

			and consider adding amenities.				
Napkins/Toweling - Food Related	10,195	4,413	ZW ORGANICS STRATEGY: Promote capture of more organics and less contaminants through education, signage as well as placement of receptacles and consider adding amenities.			1,735	17.0%
Newsprint - Flyers, Inserts	0	0					
Office & School Supplies (FreeUse PopUp & Donation)	0	0					
Office Waste	883	606					
Other Electronics	4,896	4,518					92.3%
Other Metal (excluding scrap metal)	0	0					
Other Polycoat	450	450					
Other Waste	1,380	267					
Paper - Fine Mixed	8,162	5,409	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles and consider adding amenities.			551	73.0%
Paper - Shredded, Confidential	7,802	7,802					100.0%
Paper Food Packaging - paper plates, other	1,146	358	ZW ORGANICS STRATEGY: Promote capture of more organics and less contaminants through education, signage as well as placement of receptacles and consider adding amenities.			236	20.6%
Personal Protective Equipment (Masks)	303	78					
Pet Waste - compostable bags	0	0					
Plastic Cutlery	1,772	404					

Polycoat Beverage Cups - cold beverage	3,957	1,482	COFFEE CUPS: Promote reusable cups wherever possible and/or switch to a compostable cup that is acceptable in an organics program.	396			47.5%
Polycoat Beverage Cups - hot beverage	41,182	14,016	COFFEE CUPS: Promote reusable cups wherever possible and/or switch to a compostable cup that is acceptable in an organics program.	4,118			44.0%
Post-Consumer Food Waste	46,420	25,805	ZW ORGANICS STRATEGY: Promote capture of more organics and less contaminants through education, signage as well as placement of receptacles and consider adding amenities.			6,185	13.3%
Pre-Consumer Food Waste & Avoidable Food Waste	37,327	10,335	ZW ORGANICS STRATEGY: Promote capture of more organics and less contaminants through education, signage as well as placement of receptacles and consider adding amenities.			8,097	21.7%
Rags	137	0					
Scrap Metal	871	871					100.0%
Small Home Appliances	0	0					
Small Household Items (Freeuse PopUp, Donation, Repair)	0	0					
Spiral Wound Containers	0	0					
Sporting Goods & Games (Freeuse PopUp, Donation)	0	0					
Steel Aerosol Cans	0	0	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as				

			placement of receptacles and consider adding amenities.				
Steel Alcoholic Beverage Cans	0	0	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles and consider adding amenities.				
Steel Food & Other Beverage Cans	2,490	83	ZW RECYCLING STRATEGY: Promote capture of more recyclable material and less contaminants (particularly un-empty beverage containers) through education, signage as well as placement of receptacles and consider adding amenities.			481	22.7%
Textiles/Clothing (Freeuse PopUp, Donation)	280	0					
Tissue/Toweling - washroom related	3,780	1,968	ZW ORGANICS STRATEGY: Promote capture of more organics and less contaminants through education, signage as well as placement of receptacles and consider adding amenities.			544	14.4%
Tissue/Toweling/wipes - cleaning related	3,014	919					
Wood	11,770	11,770					100.0%
Wood Dust	0	0					
Yard Waste	0	0					
CAMPUS WIDE TOTALS	**364,513**	**190,794**		**12,076**		**24,616**	**62.4%**

* Estimated Waste Produced = Waste Diverted (3Rs) + Waste Disposed

** Estimated Waste Diversion Rate = Amount of Waste Diverted (3Rs) ÷ Estimated Waste Produced x 100%

I hereby certify that the information provided in this Waste Reduction Work Plan is complete and correct.

Signature of authorized official: Herbert Sinnock	Title: Director, Sustainability	Date: 09/23/2024

2023-Sheridan Waste Audit-Davis FINAL(unsigned)

Final Audit Report 2024-09-24

Created:	2024-08-15
By:	Caroline Holmes (caroline.holmes@sheridancollege.ca)
Status:	Signed
Transaction ID:	CBJCHBCAABAAqHa14OjOIn4PvZDDhYdjsu968NnOTJnq

"2023-Sheridan Waste Audit-Davis FINAL(unsigned)" History

Document created by Caroline Holmes (caroline.holmes@sheridancollege.ca)
2024-08-15 - 7:29:31 PM GMT- IP address: 64.229.18.122

Document emailed to Herbert Sinnock (herbert.sinnock@sheridancollege.ca) for signature
2024-08-15 - 7:35:54 PM GMT

Email viewed by Herbert Sinnock (herbert.sinnock@sheridancollege.ca)
2024-08-15 - 7:42:17 PM GMT- IP address: 72.136.106.123

New document URL requested by Herbert Sinnock (herbert.sinnock@sheridancollege.ca)
2024-09-23 - 6:21:04 PM GMT- IP address: 142.214.83.26

Email viewed by Herbert Sinnock (herbert.sinnock@sheridancollege.ca)
2024-09-24 - 0:56:58 AM GMT- IP address: 52.102.12.245

Document e-signed by Herbert Sinnock (herbert.sinnock@sheridancollege.ca)
Signature Date: 2024-09-24 - 1:15:22 AM GMT - Time Source: server- IP address: 50.115.186.18

Agreement completed.
2024-09-24 - 1:15:22 AM GMT