

DPPEA's Waste Assessment Process



Waste Assessment :

3-phases of the process

- **Before the assessment**
- **The day of the assessment**
- **After the assessment**

Before: Schedule a Meeting with Key Personnel

- **Set the agenda to meet your objectives.**
- **Build a partnership.**
- **Establish two-party commitment.**
- **Ask for background information.**



Before: Analyze Background Information

- Waste types, volumes, and disposal costs
- Written procedures for waste handling
- Current waste reduction activities
- Purchasing records and specifications
- Process flow diagrams

Before:

**Know your
resources...**

- **Local and County Contacts**
- **Energy Management**
- **Recycling Opportunities**
- **State Regional Offices (DENR)**
- **Industrial Extension Services**
- **Tax credits for resource recovery & reuse**
- **Waste Exchange Programs**
- **P2 Websites**

Day of:

Meet with Key Facility Personnel

- **Fill in gaps in the background information.**
- **Discuss current waste reduction efforts.**
- **Provide information on existing programs and opportunities for waste reduction.**
- **Get a sound understanding of the process prior to the facility walk-through.**

Day of:

Facility Walk-Through

- Follow the process flow diagram.
- Look for sources of waste and opportunities to eliminate, reduce, reuse, or recycle.
- Observe both normal operations and sporadic events such as cleanup and product changes.
- Get the facts!!!



Day of:

Get the Facts...

Data Collection

- **What's your method?**
 - **process specific**
 - **media specific**

- **It usually involves both approaches**

Day of: **Process Specific Data Collection**

- **Receiving - Raw Materials Delivery**
- **Initial Inspection for Quality – Visual or Lab**

- **Soft Drink: Mixing, Bottling, Labeling,
Packaging**
- **Yarn: Knitting, Scouring, Bleaching, Dyeing,
Drying, Packaging**
- **Wooden Chair: Cutting, Sanding, Assembly,
Coating, Packaging**

Day of:

Media Specific Data Collection

- **Solid Waste**
- **Hazardous Waste**
- **Air Emissions**
- **Water Usage**

Day of:

Solid Waste Data

- **Waste types;**
- **Generation volumes and frequency;**
- **Dumpster sizes, rent vs own, and hauling arrangements;**
- **Disposal sites and tipping fees;**
- **Recycling bins, equipment, and existing markets; and**
- **LOOK IN THE DUMPSTER!!**

Day of: Hazardous Waste Data

- Generator status... (LQG, SQG, or CESQG);
- Types of waste;
- Source of generation;
- Hazardous waste storage practices;
- Labeling practices; and
- Disposal site and cost

Day of:

Air Emission Data

- Permit status;
- Sources of emissions;
- Annual permit fees;
- Monitoring equipment and data; and
- Detectable odors/Visible emissions

Day of:

Water Usage Data

- Daily usage;
- Daily discharge;
- Wastewater discharge limits;
- Spilled material on floors;
- Location of floor drains;

Day of:

Conduct a Follow-Up Meeting with Facility Personnel

- **Discuss initial findings of the waste assessment.**
- **Review the next steps.**



After:

Prepare a Waste Assessment Report

- **Summarize background information.**
- **Review waste generation and existing methods of waste management.**
- **List waste reduction opportunities.**
- **Include an economic assessment of current and proposed activities.**

Report Prep:

Evaluate Waste Reduction Options

- Occupational Impacts
- Initial Cost
- Operating Cost
- Savings
- Environmental Impacts
- Production Shutdown Requirements
- Productivity
- Impact on Quality
- Energy Requirements
- Facility Modifications
- Maintenance Requirements

Report Prep:

**Don't forget
about...**

- Employee Awareness: People need to be trained. Communication is vital.
- Employee Appreciation: Incentives and Awards do help increase participation

Contact Information

- **Division of Pollution Prevention and Environmental Assistance (DPPEA)**
- **Ph: 1-800-763-0136**
- **Ph: 919-715-6500**
- **Fax: 919-715-6794**
- **www.p2pays.org**