MRF SURVEY: Acceptable Materials Worksheet

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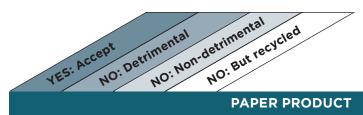
DATE_

CITY/REP ____

Use this document to identify and address acceptable and problematic materials, inform front line staff, and create materials to educate residents to clean-up the inbound recycling stream. It is recommended that the **local program representative and MRF operator/plant manager** complete this worksheet together every 6 months and during the creation or renewal of processing contracts. We encourage this document be used in the RFP process as well.

Mark whether each item is: Yes: Acceptable No: Detrimental or No: Non-detrimental or No: But recycled

Non-detrimental items may or may not go to market but do not cause any major problems. **Detrimental items** can shut down or damage equipment, harm employees, and/or substantially degrade the value of material. **But recycled items** are not wanted in the stream but will be pulled off the sorting line to be recycled if markets exist.



		PAPER PRODUCT
		Cartons (gable top e.g. milk and orange juice, and aseptic e.g. juice boxes and soup)
		Cold Cups <i>(e.g. paper fountain drink cup)</i>
		Hard Cover Books
		Hot Cups (e.g. coffee cup)
		Ice Cream Container
		Mail
		Kraft Bags
		Magazines
		Newspaper
		OCC (old corrugated cardboard)
		Office Paper
		Paperback Books
		Paperboard Boxes (e.g. cereal, tissue)
		Pizza Boxes
		Shredded Paper
		Directions on how to prepare:
		Take-out Containers
		Tissue Paper
		Other:



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				GLASS PRODUCT	
				Bottles and Jars	
				Drinking Glass	
				Ceramics <i>(mugs, dishes, etc.)</i>	
				Window	
				Other:	
ALUMINUM PRODUCT					
				Aerosol	
				Cans (e.g. beverage container)	
				Foil or Foil-like Container <i>(e.g. pie plate)</i>	
				Other Aluminum Containers (e.g. pet food)	
				Other:	
STEEL PRODUCT					
				Aerosol	
				Cans	
				Pots and Pans	
				Scrap Metal	
				Directions on how to prepare	
				Spiral Wound Container (fiber body, metal bottom e.g. Pringles)	
				Other:	

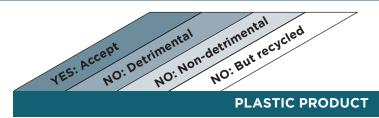
How do you describe which plastics are accepted?

By object shape and/or size. (e.g. bottles and containers)

By resin type/number: #1-7, #1 and #2 only, #1, 2, 3, 4, and 5



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		Bags, Wraps, Film (please circle one if you accept: bag in bag or loose)
		Buckets <i>(any size)</i>
		Exclusions, size or preparation requirements
		Bulky Plastic (e.g. crates)
		Exclusions, size or preparation requirements
		EPS Foam Blocks & Shapes (<i>e.g. Styrofoam™</i>)
		EPS Foam Food Service & Other Containers (<i>e.g. Styrofoam™</i>)
		Flower Pots
		Exclusions, size or preparation requirements
		HDPE Bottles, Jars & Containers
		Other Containers & Packaging (i.e. baskets, molded packaging, food storage containers)
		Exclusions, size or preparation requirements
		Other Drink Bottles (e.g. juice in #7)
		Other Food Bottles & Jars (e.g. items in #3,4,6 or 7)
		Other Household Bottles & Jars (e.g. #3 shampoo bottle)
		Other Tubs & Lids (e.g. tubs that are #3, 4, 6, or 7)
		PET Bottles & Jars
		PET Cups (e.g. clear plastic fast food cups)
		PET Thermoform (e.g. fruit container, produce, deli & bakery)
		PP Bottles (e.g. #5)
		PP Containers & Lids (e.g. #5 yogurt container)
		Toys
		Size or preparation requirements
		Plastic Size Requirements?
		Other Preparation Requirements?



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Rank the top five (5) unacceptable items that are causing the most problems in your facility (i.e. degrading other commodities significantly, causing damage to MRF equipment, presenting danger to staff, becoming high volume residual).

Please rank with numbers "1" through "5." Put a "1" in the box of the worst contaminant. Only rank the top five and leave everything else blank.

Top 5 Prohibitive Items

Bulky Plastics (e.g. furniture, toys, buckets)		Plastic Bags or Wrap (e.g. film, dry cleaner bags, pet food bags, pouches)
Cartons		per 1000 bags, pouches)
Ceramics (dishes, mugs, etc.)		Small Appliances (e.g. coffee pots, microwaves, electronics, DVD players)
Clothing/Bedding		Scrap Metal (e.g. pots and pans, rebar)
Concrete		Shredded Paper
Diapers		Tanglers (e.g. wire, hose, cords, rope, chains)
EPS Foam (Styrofoam™, block and/or food service containers)		Wood
		Yard Waste
Flammables (propane tanks, batteries, fuel, etc.)		Other:
Food or Liquid		Other
General Hazardous Waste (e.g. mercury devices,		Other:
 paint, solvents, oil)		Other:
Glass		

Needles

