



Public Works Environmental Management Division  
Recycling & Trash Program

Business Recycling Champion Award Program

Summary

The City of Carlsbad recognizes businesses in Carlsbad who have implemented recycling programs that demonstrate success by diverting materials from the landfill, are innovative in their implementation and encourage employee participation.

How Are Businesses Nominated?

A Carlsbad business may nominate itself for the award, or may be nominated by the city’s contracted recycling and trash services provider, Waste Management. Businesses or Waste Management must complete the nomination form in order to be considered for the Recycling Champion Award. One Carlsbad business is recognized each quarter throughout the year. Businesses may only receive one award per calendar year.

Selection Guidelines

The selection of the Business Recycling Champion for each quarter will be based on the information submitted on the nomination form which is subject to verification. Review of the nominees will be done by a committee comprised of staff from the City of Carlsbad and representatives from Waste Management.

Schedule

Quarter	Nomination Form Due Dates	Presentation of Business Recycling Champion Award
Q1	February 28	March
Q2	May 5	June
Q3	July 7	August
Q4	September 8	October
<b>Q4</b>	N/A	Annual Recognition of Quarterly Recipients

Recycling Champion Recognition

Quarterly:

- An ad in the Carlsbad Business Journal sponsored by Waste Management
- An engraved plaque or award made of sustainable materials, provided by Waste Management
- Presentation of award and photo with representatives from the City of Carlsbad and Waste Management
- Social media promotion by the City of Carlsbad and Waste Management
- Up to a \$100 credit on their account for recycling services. Sponsored by Waste Management
- Optional: press release

Annual:

Each year the City of Carlsbad will recognize all Recycling Champion Award recipients who maintain their practices throughout the year. During the month of November, the Carlsbad City Council proclaims November 15 “America Recycles Day” in Carlsbad. Recycling Champions for that year will be invited to attend the meeting and will be recognized as Recycling Champions in the Carlsbad community.



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## 2017 Recycling Champion Award Nomination Form

The City of Carlsbad Recycling & Trash Program is seeking businesses located in the City of Carlsbad to be recognized as Business Recycling Champions for 2017. Businesses who have implemented recycling programs that demonstrate success, innovation, employee participation and exemplary recycling practices are encouraged to apply. In order to be considered, businesses must complete the nomination form. Businesses may also be nominated by city’s contracted recycling and trash services provider, Waste Management. One business will be recognized each quarter throughout the year.

Business Information:

Organization Name *(Please print or type EXACTLY as you would like it to appear on your award)*

Mailing Address City State ZIP

Contact Person Telephone E-mail

Number of Employees Name(s) of Recycling Service Provider(s)

Business Type *(Please indicate which type best applies to your organization)*

- Multifamily Housing
- Commercial Business
- Government Agency
- Hospitality
- Construction & Demolition
- Non-Profit
- Other: \_\_\_\_\_  
*(Please specify)*

### Instructions for Submitting Nomination Form:

Please answer all questions in detail. Businesses are encouraged to include any information about their program (brochures, photographs, testimonials etc.) that may help to better explain the program and may aid in the selection process. Scoring is based solely on the responses to the nomination form questions, supporting materials and is subject to verification. All materials are due by the dates indicated below. If the deadline is missed the nomination will carry-over to the next quarter.

Quarter	Nomination Form Due Dates	Presentation of Business Recycling Champion Award
Q1	February 28	March
Q2	May 5	June
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**Business Recycling Program Information**

Please answer all of the following questions about your recycling program. If needed, attach additional pages noting the corresponding question number. Businesses are encouraged to include any information about their program (brochures, photographs, testimonials etc.) that may help to better explain the program and may aid in the selection process.

1. Recycling activities performed by business. Check all that apply.

No.	Activity	✓
1	Recycles glass, plastics (#1-#7), and aluminum containers.	
2	Recycles cardboard.	
3	Recycles newspaper.	
4	Recycles mixed paper (junk mail, magazines, catalogs, envelopes, tissue boxes, paper bags).	
5	Recycles cartons (milk, juice etc.).	
6	Recycles wood including, pallets and wood from remodeling activities.	
7	Recycles metal including scrap from remodeling activities and equipment replacement.	
8	Recycles waste oil.	
9	Recycles electronics (computers, monitors, printers, cell phones, microwave ovens etc.).	
10	Recycles batteries.	
11	Donates non-perishable excess food to shelters or food banks.	
12	Composts or recycles organic materials such as food waste and landscape trimmings if services are available.	
13	Practices "grass-cycling" by leaving grass clippings on mowed lawns rather than disposing of it in the landfill.	
14	Recycles used printer toner cartridges through manufacturer recycling program or local service.	
15	Donates old uniforms and linens to shelters or non-profits or otherwise recycle them.	
16	Donates unwanted furniture instead of sending it to the landfill.	
17	Uses shredded paper for packaging when shipping non-food items instead of using polystyrene foam peanuts, bubble wrap, or other packaging material.	
18	Other activity not listed above:	

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Business Recycling Program Information

2. What is the ratio of trash to recycling containers outside of your business? (i.e. how many trash containers and how many recycling containers are available for collection?)



TRASH BINS		
Quantity	Type	Days per week collected
	2-yard bin	
	3 yard bin	
	4-yard bin	
	96 gallon wheeled cart	



RECYCLING BINS		
Quantity	Type	Days per week collected
	2-yard bin	
	3 yard bin	
	4-yard bin	
	96 gallon wheeled cart	

3. What is the ratio of trash to recycling containers inside of your business? (i.e. how many trash containers and how many recycling containers are available for use by employees, tenants, and/or customers?)

Quantity of RECYCLING CONTAINERS	Quantity of TRASH CONTAINERS

Examples:



4. Is information on what is recyclable posted on or near recycling containers inside and outside of your business?

Yes       No

Examples:





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Business Recycling Program Information

5. How do you educate employees, tenants and/or customers about recycling? Please describe education and outreach materials or techniques used. Please include examples of materials if available.

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6. How do you reward exemplary recycling practices? (i.e. discounts, giveaways, rewards, team goals).

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7. What challenges have you had in implementing your recycling program?

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8. What have been the benefits of implementing your recycling program?

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Thank you for taking the time to tell us about your business recycling program. Please sign the completed form and send to:

City of Carlsbad  
Environmental Management Division  
Attn: Avecita Jones  
1635 Faraday Avenue  
Carlsbad CA 92008

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Print Name of Business Signatory

Title

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Signature of Business Signatory

Date



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**FOR OFFICE USE ONLY**

<i>Nominee Name:</i>		<i>Points Possible</i>	<i>Points Awarded</i>
<b>Question Number</b>	<b>Rater Comments</b>		
1. Recycling Practices		20	
2. Outside bin ratio		20	
3. Inside bin ratio		20	
4. Education & Outreach		20	
5. Incentives		20	
<b>TOTAL</b>		<b>100</b>	

Rater Signature \_\_\_\_\_

Date \_\_\_\_\_

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<i>Nominee Name:</i>	
<b>Waste Management Criteria</b>	<b>Comments</b>
1. Business service levels at a minimum equal amount of recycling services and trash services.	
2. Has the business had any overloads in the past year? If so, how many?	
3. Is business current with their account billing with Waste Management?	
4. What feedback, if any, does the Waste Management driver who services the business have regarding recycling practices? (e.g. low contamination rate or other noticeable actions.)	

\_\_\_\_\_  
 Waste Management Representative Signature Date