

**SAM—WASTE PREVENTION AND RECYCLING OF
NON-HAZARDOUS WASTE**

TERMS AND DEFINITIONS

1910

(New 5/94)

Agency. See Facility.

Board. The California Integrated Waste Management Board (Board) is the lead department responsible for non-hazardous waste management in California.

California Redemption Value. Will be referred to as "CRV." This redemption value only applies to carbonated beverages, beer and wine coolers. The Department of Conservation (DOC), Division of Recycling (DOR) administers laws on redemption value, certification of recycling centers, and enforcement of California's "Bottle Bill" laws.

Collection. The act of picking up recyclable materials from state facilities.

Contaminant. Substances which make other materials impure by contact with or addition to something and lowers its value. In reference to paper contamination, it is the material that lowers the value of paper being recycled. For example, the addition of plastic window envelopes to a container of white ledger would lower the value of the white ledger paper.

Desktop Containers. Corrugated cardboard; recycling containers used on or near the desk or work area. Two types (horizontal or vertical style) are available through Project Recycle. These containers hold approximately 3-5 days worth of paper.

Diversion. Preventing discarded material from being disposed in a landfill, either through reuse, recycling, composting, or incineration at a waste-to-energy facility.

Facility. State offices, prisons, developmental centers, hospitals, parks, youth authority facilities, field offices, universities, community colleges, quasi-autonomous entities, executive offices, and all other locations where state business is conducted.

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(Continued)

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1910 (Cont. 1)

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Forms. A form is any printed material with space to insert data. This includes temporary forms, numbered or unnumbered, produced by commercial suppliers or by the state. It also includes forms copied on agency copy machines. This definition applies to form letters, tags, labels, continuous forms, tab cards, and envelopes. It also includes forms designed on computers, and form letters. For accountable forms refer to SAM Section 1601.

Intermediate Recycling Containers. Metal 20-gallon containers and polypropylene bags and stands which are generally placed near copiers or printers which usually serve 15-25 people. These containers are approved by the State Fire Marshal.

Laser Toner Cartridge (LTC). Replaceable, recyclable, and reusable component of a laser printer used to form images on paper. It consists of a rigid plastic housing containing graphite and plastic ink powder, a metal fuser roller, and a synthetic felt wand.

Non-Confidential Records. Any document, map, exhibit, paper tape, or digitized document image produced, received, owned, or used by an agency, regardless of physical form or characteristics, which may be disclosed under the provisions of the California Public Records Act (Government Code Sections 6250—6265), the Information Practices Act (Civil Code Section 1798), or other applicable state or federal laws. See SAM Sections 1693 and 4841.3.

Obsolete. No longer in use or practice; discarded.

Project Recycle. Project Recycle is a waste prevention and recycling program for state facilities. It helps state facilities establish and implement waste prevention, reuse, and recycling activities.

Recyclable Material Collector. An agent or intermediary who collects scrap materials and bulk products from state facilities and arranges delivery to processors. This term may be interchanged with broker, vendor, waste paper vendor, dealer, or waste paper dealer.

Recycle. The return of a once-used material for reprocessing into new products. In the paper industry, recycling refers to the process of making new paper out of previously used paper.

Reuse. Use of a product more than once.

Source Separated. Recyclable or compostible materials segregated from other materials in the waste stream at the point of generation.

Vendor. See "Recyclable Material Collector."

Waste Prevention. Any action undertaken by an individual or organization to eliminate or reduce the amount or toxicity of materials before they enter the municipal solid waste stream. This action is intended to conserve resources, promote efficiency, and reduce pollution.

Waste Stream. The total flow of garbage and recyclables from homes, businesses, institutions, and manufacturing plants that must be reused, recycled, composted, incinerated, or disposed of in landfills; or any segment thereof, such as the "residential waste stream" or the "recyclable waste stream."