County of San Diego
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FORM E – WASTE MANAGEMENT PLAN - Fill out this form if your event has over 2,000 attendees per day.

The Regional Water Quality Control Board, Section D.3.a(2)(f), advises:

Events expected to generate significant trash and litter shall consider controls such as:

i. Temporary screens on catch basins and storm drain inlets
ii. Temporary fencing to prevent windblown trash from entering adjacent water bodies and MS4 channels
iii. Proper management of trash and litter
iv. Catch basin cleaning following the special event and prior to an anticipated rain event
v. Other equivalent controls

Special events generate a large amount of waste and the County of San Diego is committed to minimizing the amount going into landfills. As required under AB 2176, special event organizers are required to meet with the County to develop a waste management plan for their events. This form will help you plan for the report on the success of your event. Submit a follow-up waste management plan within 30 days after your event.

For questions or assistance, please contact **Stephanie Ewalt**, Recycling Specialist II, Phone: (858) 694-2458, Fax: (858) 505-6356.

Event Name: _____

Event Date(s): _____

Event Attendance: _____

If this is a reoccurring event, provide Last Year's Waste and Recycling Amounts. List the organization that collected your waste and recycling last year. Review last year's waste management receipts to determine how much was disposed and recycled at your event.
***Include donations and waste reduction quantities into the Amount Recycled category.**

Who collected your recyclables? _____

Who collected your trash? _____

Amount Recycled (lbs) _____ **Amount Disposed (lbs)** _____

Estimate This Year's Target Recycling Rate
Use previous year's waste and recycling figures to estimate this year's recycling rate. Consult with your waste management crew to estimate the quantity of recyclables that will be collected this year. Use the formula below to estimate your recycling rate:

_____% = _____ / (_____ + _____)

Recycling Rate **Amount Recycled*** **Amount Recycled*** **Amount Disposed**

Example: Hauler XYZ disposed 5,000 lbs of trash during last year's event. The cleanup crew reports that 1,500 lbs was recycled as cardboard and beverage containers. 50 lbs of t-shirts and 250 lbs of food waste were donated to charities. Flyers were available online; therefore 200 lbs of paper flyers were conserved. The recycling rate = 2,000 lbs recycling / (5,000 lbs trash + 2,000 lbs recycling) = 29%

	How will the materials be handled?		
Material	**Recycle**	**Donate**	**Trash**
Cardboard	☐	☐	☐
Paper (Newspaper, Flyers, Magazines, Brochures)	☐	☐	☐
Beverage Containers	☐	☐	☐
Food Waste	☐	☐	☐
Plastics (Film, Bags, Wrap, etc.)	☐	☐	☐
Other (Wood, T-Shirts, Canopy, Manure, etc.)	☐	☐	☐

Provide a brief description in the field below of how you plan to implement a waste reduction and recycling program: