

UNINCORPORATED COUNTY AREA ONLY

What is a Certified Recyclable Materials Collector (CRMC)?

A CRMC means a person who has a valid certification with the County as a CRMC to operate an enterprise within the unincorporated area of County to collect certain types and quantities of recyclable materials, green materials (excluding wood waste), food waste, and pallets that are defined in the certification and to subsequently arrange for transport, reuse, salvage, recycling, and/or processing of such materials. A CRMC must meet the CRMC requirements specified in County Code, including [Sections 68.560-68.567](#).

Collection requirements of the County Code include, but are not limited to the following:

- The amount of recyclable materials and organic materials collected within the unincorporated area of the County by a CRMC may not exceed 1,000 tons per year with the exception that the weight of pallets shall be excluded from the 1,000 ton-per-year limit and are not subject to any annual tonnage limit.
- The annual tonnage of recyclable materials and organic materials collected in the County by the CRMC, its parent company, and all affiliates shall be combined when assessing compliance with this threshold.
- A CRMC shall achieve an annual ninety percent (90%) diversion rate.
- Meet Insurance levels and reporting requirements

How to become a CRMC with the County of San Diego

To become a CRMC, the following steps must be completed:

1. Fill in the table at the bottom of the page.
2. Provide all information and documentation requested in this form, including but not limited to the items listed under the "Required Application Materials" section on the following page.
3. Have an authorized representative from the company sign and date this form.
4. Email the completed and signed form and application materials to Recycle@sdcounty.ca.gov or mailed to the address at the top of the page. The form and all required application materials shall be included in one email or letter.
5. Submit to a background investigation conducted by the Sheriff's department.
6. Receive a confirmation email or letter from the County that the Collector has been accepted as a CRMC for the unincorporated areas of the County. The email or letter will include a copy of this CRMC form with a signature by the County's representative at the bottom of the form approving the CRMC Certificate.
7. Operate only during the dates for which the CRMC certificate is effective.

COMPANY NAME	COMPANY MAILING ADDRESS	CONTACT NAME	CONTACT TITLE

Required Application Materials

Submit the following documentation with this form. Items 1 through 6 shall be provided on the attached "Supplemental Application Materials Required Form".

1. **Ownership Information (If applicable).** If the applicant is not an individual, the name and address of each partner, owner, officer, and trustee of the entity, whichever is applicable, and each person's percentage of ownership or interest. Publicly held corporations shall supply proof of corporate entity, the names of each local officer, and each location where the corporation maintains an office in San Diego County.
2. **Scope of Proposed Services.** A list of the types of materials the CRMC is seeking approval to collect and identification of the facilities, operations, or uses CRMC proposes to use for each material to comply with County Code Section 68.561(a).
3. **Vehicle and Equipment Information.** A description and list of each truck and piece of equipment that the applicant will use to provide service, including the model, year, license plate number, and vehicle identification number, that the applicant owns or is under the applicant's control for the collection or transportation of recyclable or compostable materials. The description of each truck and piece of equipment must include a statement, which is under penalty of perjury pursuant to submission of this signed application form, as to the mechanical condition of each truck and piece of equipment and whether at the time of the application the truck or piece of equipment meets the standards required by California Code of Regulations sections 17341 to 17345 and Chapter 68 of the County Code.
4. **Facility Information.** Documents (such as a property title or lease) demonstrating: (A) applicant owns or has access to suitable facilities for keeping vehicles and equipment clean and in good repair; and (B) applicant's storage yard and maintenance facilities will be located in an area zoned for the use.
5. **Qualification Information.** A narrative description of the applicant's qualifications and experience in collecting or transporting discarded materials.
6. **Insurance Information.** Proof of adequate insurance that complies with the minimum requirements of the County (please submit as an addendum to the application).

Application Submission - Verification

To become a CRMC in the unincorporated county, the undersigned agrees that it understands and will abide by the following CRMC requirements if applicant receives CRMC Certification:

1. CRMC agrees not to transfer, sell, lease, or assign this CRMC certification, in whole or in part, to another person without the prior written approval of the Director.
2. CRMC agrees to defend, indemnify, and hold harmless, County and its directors, officers, agents, and employees from and against any and all claims asserted or liability established for damages or injuries to any person or property, including injury to County's directors, officers, agents, or employees which arise from, or are connected with, or are caused or claimed to be caused by acts or omissions of the applicant, or its directors, officers, agents, or employees, in the performance of the recyclable materials and organic materials collection services, and all costs and expenses of investigating and defending against same; provided, however, that the applicant's duty to indemnify and hold harmless shall not include any claims or liability arising from the established sole negligence or willful misconduct of the County, its directors, officers, agents, or employees.



3. Without limiting the indemnification obligation above, CRMC agrees to obtain and maintain in full force and effect throughout the term of the CRMC certificate, and any extensions or modifications thereof, insurance coverage which meets or exceeds the requirements established by this application or the Director.
4. CRMC has reviewed and agrees to meet the CRMC requirements specified in County Code, including but not limited to Sections 68.560-68.567.

I certify under penalty of perjury that the applicant has reviewed and will comply with the requirements listed above and any and all requirements of Chapter 68 of the County Code and in the CRMC certificate.

I certify under penalty of perjury under the laws of the State of California that I have reviewed the accuracy of the information in this application, and that the information is true and correct to the best of my knowledge and belief.

_____	_____	_____
<i>Company Representative</i>	<i>Title</i>	<i>Date</i>
_____	_____	
<i>Contact Phone Number</i>	<i>Contact Email</i>	

Certified Recyclable Materials Collector (CRMC) Certificate

Signature below by the County representative certifies the above applicant as a CRMC and authorizes such party to remove or transport recyclable materials, green materials (excluding wood waste), food waste, and pallets subject to the conditions of County Code.

This certificate will be valid for a period of two years after the date it is issued by the County. The expiration date of the certificate will be automatically extended for two additional years after the expiration date of the certificate, unless the County determines that the CRMC is not substantially complying with the CRMC requirements of this chapter, or unless the County provides 60 days' notice to the CRMC of its intent not to extend the expiration date of this certificate.

_____	_____	_____
<i>County Representative</i>	<i>Title</i>	<i>Date Issued</i>