

WAC 173-900-800 CEP recycling plan annual reports. (1) By March 1, 2010, and each program year thereafter, the authority and each authorized party must file an annual report with ecology for the preceding year's program. Ecology will review the report and notify the authority or authorized party of any deficiencies that need to be addressed.

(2) **Annual report content:** The annual report must include the following information:

(a) The total weight in pounds of each type of CEP, including orphans, for the preceding program year including documentation verifying collection and processing of that material for:

(i) CEPs collected, reported by county, not including CEPs gleaned for reuse;

(ii) CEPs recycled;

(iii) Nonrecycled residuals from CEPs; and

(iv) Final destination for the processing of CEPs and components and final destination for disposal of residuals.

(b) The total weight in pounds of CEPs received from each non-profit charitable organization primarily engaged in the business of reuse and resale used by the plan;

(c) The total weight in pounds of CEPs that were received in large quantities from small businesses, small governments, charities and school districts;

(d) The collection services provided in each county and for each city with a population greater than ten thousand including a list of all collection sites and services operating in the state in the prior program year and the parties who operated them;

(e) Processor information:

(i) A list of all direct processors used;

(ii) The weight of CEPs processed by each direct processor;

(iii) A description of the processes and methods used by each direct processor to recycle the CEPs including a description of the processing and facility locations; and

(iv) A compliance audit report meeting the requirements in WAC 173-900-365 for each direct processor listed in the authority or authorized party's ecology approved plan;

(f) A list of subcontractors used by the direct processor including their facility addresses;

(g) An estimate of the weight of each type of material recovered as a result of the processing of recycled CEPs including, at a minimum:

(i) Cathode ray tube glass;

(ii) Circuit boards;

(iii) Batteries;

(iv) Mercury containing devices;

(v) Plastics; and

(vi) Metals;

(h) An estimate of the percentage, by weight, of all CEPs that ultimately are reused, recycled, or end up as residual waste that is disposed;

(i) Educational and promotional efforts that were undertaken to inform covered entities about where and how to reuse and recycle their CEPs;

(j) For program years 2009 through 2014, the results of sampling as required in WAC 173-900-900;

(k) The amount of unwanted electronic products, electronic components, and electronic scrap that have been exported from Washington

state to countries that are not members of the organization for economic cooperation and development or the European Union;

- (l) The list of manufacturers that are participating in the plan;
 - (m) A description of the program revenues and costs, including:
 - (i) The total cost of the program; and
 - (ii) The average cost of the program per pound of CEP collected;
 - (n) A detailed accounting of the following costs of the program:
 - (i) Program delivery, including:
 - (A) Education and promotional efforts;
 - (B) Collection;
 - (C) Transportation;
 - (D) Processing and labor; and
 - (ii) Program administration;
 - (o) A description of the methods used by the program to collect, transport, recycle, and process CEPs;
 - (p) Signature of the authority or the authorized party;
 - (q) Any other clarifying information deemed necessary by ecology to determine compliance with this chapter; and
 - (r) Documentation of work done with the processors used by the plan to promote and encourage the design of electronic products that are less toxic and contain components that are more recyclable.
- (3) **Submittal:** The authority or authorized party must submit one electronic copy in a format usable by ecology that allows electronic editing and commenting.
- (4) All reports must use the "CEP recycling report template" provided by ecology.
- (5) **Review and approval:** Ecology will review each report within ninety days of receipt and will notify the authority or authorized party of any need for additional information or documentation, or any deficiency in its program or the report.
- (a) Within five business days of receipt of the report, ecology will notify the authority or authorized party that the report has been received and it is under review.
 - (b) If ecology determines that there are no deficiencies in the report, a written notice of approval will be sent electronically or by U.S. Postal Service.
 - (c) If ecology determines that additional information is needed, the authority or authorized party must submit the additional information to ecology within thirty days of receipt of the notice.
 - (d) If ecology determines that there are deficiencies in the authority's or authorized party's program, the authority or authorized party must submit an updated plan to ecology following the process in WAC 173-900-335.
- (6) Ecology will post all reports on the agency website.
- (7) Proprietary information submitted to ecology under this chapter is exempt from public disclosure under RCW 42.56.270.

[Statutory Authority: RCW 70.95N.230. WSR 16-06-107 (Order 15-03), § 173-900-800, filed 3/1/16, effective 4/1/16. Statutory Authority: Chapters 70.95N, 70.105, and 70.105D RCW. WSR 07-21-013 (Order 07-05), § 173-900-800, filed 10/5/07, effective 11/5/07.]