

# Form 4A: Waste Disposal

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*\*Refer to the next page for help in completing this form.*

Complete one of these forms for each waste contract and for waste hauled directly by your company.

Name of Hauler: \_\_\_\_\_

Disposal Containers	Operation	Size	Number	#Collections Per Month	% Filled	Weight/Volume of Waste <sup>(1)</sup>
<b>Compactor</b>						
<b>Roll-offs</b>						
<b>Dumpsters</b>						
<b>Other</b>						
<b>TOTAL</b>						
(2)						

- (1) *Although dumpsters are measured in cubic yards, weight should be recorded in metric tonnes.*
- (2) *Total weight of all waste (tonnes/month). You needn't use complicated calculations to complete Form 4. All information required should be available from your waste disposal contract or from your waste hauler.*

**Conversion Factors:**

1 kilogram/cubic metre = 1.6821 pounds/cubic yard  
 1 kilogram = 2.2 pounds  
 1 cubic metre = 1.3 cubic yards

## Form 4B: Waste Disposal

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In this section, you should describe how you dispose of waste materials. If you have more than one disposal method (e.g. contracts with more than one waste hauler, or if some waste is disposed of under contract while the rest is hauled to the landfill by an employee), you should use a separate copy of Form 3 for each method of disposal. **Much of the information required for this form should be available from your disposal contract or your waste hauler.**

Name of Hauler

**Provide the name and address of the waste contractor(s) responsible for this portion of your waste stream.** If you haul waste yourself, say so, and identify the disposal site.

### Disposal Containers

If you have accurate waste records for all your waste, you can skip the Size and Number columns and enter the Weight. Many companies, however, will not know the weight because they contract for disposal by number and size of containers, not by weight. If this is the case for your business, you should list the following on Form 3:

#### Operation

List the area or department in which material is generated (e.g. office, plant).

**Size** List the size in cubic yards of each type of waste container.

#### Number

List the number of containers of each size.

#### # of Collections Per Month

State how often the waste in the containers is collected.

#### Percent Filled

If the containers are sometimes not completely filled when removed, state the average percent filled for that type of container.

#### Weight of Waste in Tonnes

From your weight records or those of your hauler; enter weight in tonnes in the appropriate blanks on the forms.

**Total** Total weight of all waste (tonnes/month). You needn't use complicated calculations to complete Form 3. All information required should be available from your waste disposal contract or from your waste hauler.