

County Responsibilities

Task	Action Category	Responsible Party	Action Summary	Action	Citation	Recommended Timeline	SB 1383 Deadline	Status
1.0	Capacity Planning	County	Conduct Organics Recycling Capacity Study.	<p>The County will conduct an organics waste recycling capacity study as follows:</p> <p>(1) Estimate the amount of organic waste disposed and verifiable organic waste recycling capacity available to the Member Agency.</p> <p>(2) Estimate the amount of new or expanded capacity required according to organic waste disposal and capacity data.</p> <p>(3) Develop an implementation schedule demonstrating how capacity will be secured (as needed).</p> <p>Timeline:</p> <p>8/1/22: Report for 1/1/22- 12/31/24.</p> <p>8/1/24: Report for 1/1/25 - 12/31/34.</p> <p>8/1/29: Report for 1/1/30- 12/31/39.</p> <p>8/1/34: Report for 1/1/35-12/31/44.</p>	§18992.1- §18992.3	January 2021; 2023; 2028; 2033	8/1/22; 8/1/24; 8/1/29; 8/1/34	Completed for 2022.
2.0	Capacity Planning	County	Conduct Edible Food Recovery Capacity Study.	<p>The County will conduct an Edible Food Capacity Study as follows:</p> <p>(1) Estimate the edible food waste disposed by applicable generators/ businesses.</p> <p>(2) Identify existing food recovery capacity available, identify new planned capacity, and calculate minimum capacity necessary to collect 20% (statewide). (Note: edible food generators/ businesses are required to donate the MAXIMUM amount of edible food generated.)</p> <p>(3) Develop an implementation schedule demonstrating how capacity expansion will be supported (as needed).</p> <p>Timeline:</p> <p>8/1/22: Report for 1/1/22- 12/31/24.</p> <p>8/1/24: Report for 1/1/25 - 12/31/34.</p> <p>8/1/29: Report for 1/1/30- 12/31/39.</p> <p>8/1/34: Report for 1/1/35-12/31/44.</p>	§18992.1- §18992.3	January 2021; 2023; 2028; 2033	8/1/22; 8/1/24; 8/1/29; 8/1/34	

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29.0	Capacity Planning	Member Agency	Discuss Organics Recycling Capacity Study.	Discuss the results of the capacity study with SVSWA and collection companies. SVSWA will collaborate with the County to conduct an organics waste recycling capacity study according to the following timeline: 8/1/22: Report for 1/1/22- 12/31/24. 8/1/24: Report for 1/1/25 - 12/31/34. 8/1/29: Report for 1/1/30- 12/31/39. 8/1/34: Report for 1/1/35-12/31/44.	§18992.1- §18992.3	January 2022; 2022; 2029; 2034	8/1/22; 8/1/24; 8/1/29; 8/1/34	Completed for 2022.
30.0	Capacity Planning	Member Agency	Discuss Edible Food Recovery Capacity Study.	Discuss the results of the capacity study with SVSWA and collection companies. SVSWA will collaborate with the County to conduct an Edible Food Recovery Capacity study according to the following timeline: 8/1/22: Report for 1/1/22- 12/31/24. 8/1/24: Report for 1/1/25 - 12/31/34. 8/1/29: Report for 1/1/30- 12/31/39. 8/1/34: Report for 1/1/35-12/31/44.	§18992.1- §18992.3	January 2022; 2022; 2029; 2034	8/1/22; 8/1/24; 8/1/29; 8/1/34	
31.0	Policy	Member Agency	Adopt amendments to agreements & updates to ordinances.	Adopt ordinances or enforceable agreements for: (1) General SB 1383 Compliance & Edible Food Recovery (2) CALGreen Building Standards: (A) Providing readily accessible areas for recycling containers in commercial and multi-family units; (B) Require recycling of organic waste commingled with C&D debris, to meet Cal Green 65% requirement for C&D recycling in both residential and non-residential projects. (3) Water Efficient Landscape Requirements: Require new construction and landscaping projects to meet Water Efficient Landscape requirements for compost and mulch application.	§18981.2 §18989.1 §18989.2 §18997.3	10/2020 - 5/2021	1/1/2022	

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31.1	Policy	Member Agency	Adopt amendments to agreements & updates to ordinances.	Update designation of responsibilities for program implementation, outreach, and monitoring responsibilities. Responsibilities may be made through any one or more of the following: (1) Contracts with haulers or other private entities; or, (2) Agreements such as MOUs with other jurisdictions, entities, regional agencies, or other government entities, including environmental health departments. Most likely course of action will be to update JPA agreement and hauler agreements.	§18981.2	10/2020 - 5/2021	1/1/2022	
31.2	Policy	Member Agency	Adopt amendments to agreements & updates to ordinances.	Adopt amendments to hauler agreements, contracts with local waste management processing facilities, and organic waste recycling facilities.	§18981.2 §18990.1 §18997.3	10/2020 - 5/2021	1/1/2022	
32.0	Policy	Member Agency	Verify approval of franchise hauler use of organics recycling facilities.	Verify approval of franchisee's use of organics processing facilities. Haulers must provide organic waste collection service that either "source-separates" the waste (e.g. separate bins), or transports all unsegregated waste to a facility that recovers 50% of the organic content collected from the system by 2020; and 75% of the organic waste by 2025.	§18988.1 §18988.2	10/2020 - 8/2021	1/1/2022	
33.0	Organics Collection Service	Member Agency	Verify and publicize if plastic and/ or compostable bags are acceptable.	Verify if plastic bags, compostable plastics, or compostable bags (ASTM D6400 compliant) are acceptable. Organics processing facility must provide written notification of acceptability annually.	§18984.1- §18984.3	10/2020 - 8/2021	1/1/2022	

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34.0	Education and Outreach	Member Agency	Provide education and outreach campaigns.	Provide the following outreach: (1) Outreach to organic waste generators (commercial generators, business owners, property managers and residents) (a) Generators: waste separation requirements (or information about use of a high diversion waste processing facility); methods for waste prevention and on-site management; methane reduction benefits and methods of local recovery; approved haulers; public health and safety of organics diversion; food recovery; any self-haul requirements. (b) Business Owners: arrange for organics service; provide compliant internal containers and labels; prohibit contamination; provide annual outreach to employees, tenants and customers. (2) Outreach to commercial edible food generators. (3) Community outreach for new or expanded organics facilities.	§18985.2	1/2021 - 9/2021; Annually 2022-2024	2/1/2022	
35.0	Organics Collection Service	Member Agency	Implement commercial organics collection program.	Implement commercial organics collection program. Include schools. Collect data about participation, disposal rate per account and contamination. Note: State Agencies are subject to this requirement.	§ 18984	1/2021 - 9/2021	1/1/2022	
36.0	Organics Collection Service	Member Agency	Implement residential organics collection program.	Implement single-family and multi-family residential organics collection programs. Collect data about participation, disposal rate per account and contamination.	§ 18984	1/2021 - 9/2021	1/1/2022	

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37.0	Organics Collection Service	Member Agency	Expand existing organics, C&D and recycling collection programs.	Expand existing programs: (1) Bulky Item Collection: Add clean wood and carpet to accepted materials and recycle. Consider local reuse company (Hope) to pick up bags of used clothes the day before Bulky Item Collection. Offer Bulky Item Collection program to multi-family dwellings if not already in place. (2) Carpet & Carpet Pad Recycling: Increase education and outreach, including adding information to the WM website. Generators should be informed on how to prepare carpet and where to take it. Outreach materials may include magnets, brochures, posters, newsletters, email, websites, social media campaigns, and/or a recycling "wizard" would be needed to increase awareness. (3) Mattress Recycling: Increase education and outreach, including adding information to website. Generators should be informed on how to prepare fabric / organic textiles and wood, and where to take them. Outreach materials may include magnets, brochures, posters, newsletters, email, websites, social media campaigns, and/or a recycling "wizard" would be needed to increase awareness.	§18984.1-§18984.3	1/2021 - 9/2021	1/1/2022	

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38.0	Regulation of Haulers	Member Agency	Implement self-haul and backhaul reporting system.	Implement protocol for approving self hauling of organics (including backhauling from businesses) and collecting the records from these haulers. C&D material is subject to this requirement. Self haulers must source separate organic waste or haul to an organic waste processing facility that recovers 50% of the organic material by 2020 and 75% of the organic material by 2025. The self-hauler must keep records of the facilities used; delivery receipts and weight tickets; the amount of organic material delivered in cubic yards or tons. Records are subject to the inspection by the Member Agency. A residential self-hauler is not required to record or report this information.	§18988.1 §18988.3	1/2021 - 8/2021	1/1/2022	
39.0	Organics Collection Service	Member Agency	Issue exemption waivers.	<p>Assess and approve businesses requesting waivers of exemption. Waiver types include:</p> <p>De Minimis: When minimum volumes of organics are generated: (a) businesses with 2 cubic yards of waste weekly generating less than 20 gallons of organics; (b) businesses with less than 2 cubic yards of service generating less than 10 gallons of organics.</p> <p>Physical Space: Space constraints are identified by a hauler, licensed architects, or engineers. Re-inspect these businesses every 5 years.</p> <p>Collection Frequency: If the generator is using a two- or three-container system they may request every-other-week collection of the gray or blue container.</p> <p><i>Note: waiver assessments may be conducted by a hauler, but issuance of waivers may not be delegated to a private entity.</i></p>	§18984.11	1/2021-12/2022	1/1/2022	

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40.0	Edible Food Recovery	Member Agency	Implement a Food Recovery Program.	Identify a list of edible food generating businesses (generators); and edible food recovery organizations and services. Require applicable businesses to participate by donating edible food. Provide support for food recovery efforts and support for increasing their capacity as determined by the Capacity Study. (See Edible Food Generator Tiers tab for business types).	§18991.1 - §18991.5	1/2021 - 9/2021; Ongoing 2022-2024	2/1/2022	
41.0	Monitoring and Enforcement	Member Agency	Implement inspection and enforcement plan.	Implement protocol for conducting compliance reviews, providing NoVs and investigating complaints. Conduct compliance reviews for commercial businesses subscribed to 2 or more cubic yards of solid waste service per week. This can be a desk audit to review reports from our haulers to verify that service is provided or that they are complying through self-hauling or backhauling. If the generator is using an unsegregated collection method, verify the business is transporting material to a high diversion organic waste processing facility. Reports must include: findings, NoVs, outreach provided, date and proof of compliance achieved, and other evidence.	§18995.1 §18995.3 §18996.5	1/2022- 12/2023	1/1/2022	
41.1	Monitoring and Enforcement	Member Agency	Implement inspection and enforcement plan.	Distribute a noncompliance letter in response to any residential and commercial violations that occur between 2022 and 2024. The noncompliance letter should be accompanied by the most applicable outreach materials to promote a correction in behavior before 2024.	§18995.1	1/2022- 12/2023	1/1/2022	

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42.0	Monitoring and Enforcement	Member Agency	Conduct contamination monitoring.	Work with SVSWA and haulers to select a contamination monitoring method (i.e. route reviews or waste evaluations). Recommendation to analyze the cost and benefit of each method. Route reviews are most likely the least expensive method. Container contamination monitoring responsibilities can be designated to haulers.	§18984.5	2/2021- 6/2021; conduct monitoring quarterly	4/1/2022	
43.0	Recordkeeping and Reporting	Member Agency	Update online reporting and customer request portals.	Update Customer Relationship Management (CRM) System to receive complaints and follow up on reported violations. Member Agencies are required to investigate all complaints received, evidence and follow-up actions taken; and provide follow up to the complainer (if not anonymous) on resolution.	§18995.1 §18995.3 §18996.5	1/2021 - 9/2021; Annually 2022-2024	1/1/2022	
44.0	Edible Food Recovery	Member Agency	Inspect edible food generating businesses.	Implement process for inspection of edible food generators and edible food recovery organizations. Provide and collect food donation agreements between businesses and recovery entities.	§18991.4 §18995.1	1/2022- 3/2022	1/1/2022	
44.1	Edible Food Recovery	Member Agency	Inspect edible food generating businesses.	Inspect Tier 1 Edible Food Generators. (1) Verify they have arrangements with a food recovery organization. (2) Verify that the food generators are not intentionally spoiling food that can be recovered.	§18995.1	1/2022- 3/2022	1/1/2022	
44.2	Edible Food Recovery	Member Agency	Inspect edible food generating businesses.	Inspect Tier 2 Edible Food Generators.	§18995.1	1/2024- 3/2024	1/1/2024	
45.0	Policy	Member Agency	Adopt rate adjustments.	Adjust customer and hauler rates to support SB 1383 program. Consider possibility of conducting a rate analysis (e.g. cost-of-service) and adjustments annually or every few years. Customer rates will depend on tip fees and any cost for facility expansions. Recommendation to consider revenue sources (e.g. revenue from violation penalties, franchise fees/ public agency fees, & any surcharges).	N/A	10/2020 - 8/2021	N/A	

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46.0	Organics Collection Service	Member Agency	Oversee inventory of container colors and labels.	Work with hauler to update container labels with a list or pictures of acceptable and unacceptable materials.	§18984.8	10/2021-12/2021	1/1/2022	
46.1	Organics Collection Service	Member Agency	Oversee inventory of container colors and labels.	Work with hauler to inventory waste containers for compliant colors. Containers replaced or purchased after 1/2022 will need to have a body and/or lid that is: (1) a shade of gray (or black) for trash (2) blue for traditional recyclables (3) green for organic waste (4) brown for food waste if it is collected separately from other organics	§18984.7	10/2021-12/2021	1/1/2036	
47.0	Recordkeeping and Reporting	Member Agency	Collect records and report for Annual Reporting.	Gather documents for Annual Report: (1) Records from hauler (quarterly report, route audits, NoVs, contamination, complaint response plan). (2) A summarized history of all outreach and copies of collateral. (3) Records for edible food recovery, self-hauling and waivers of exemption. (4) Procurement documents.	§18994.2	7/22; 5/23 annually	8/1/2023	
48.0	Recordkeeping and Reporting	Member Agency	Collect records and report for Initial Compliance Report.	Gather compliance documents including copies of ordinances and Franchise Agreement amendments adopted. Begin to prepare the Initial Jurisdiction Compliance Report.	§18994.1	10/2021- 4/2022	4/1/2022	
49.0	Policy	Member Agency	Allocate budget for programs.	Prepare budget for SB 1383 programs.	N/A	6/2020- 10/2020	1/1/2022	
50.0	Edible Food Recovery	Member Agency	Post information about food recovery online.	Post a list of food recovery organizations on the Member Agency website.	§18985.2	1/2021 - 9/2021; Annually 2022-2024	2/1/2022	

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51.0	Policy	Member Agency	Adopt updates to administrative fee schedule.	Update the administrative fee schedule with civil penalties described in SB 1383. Beginning January 1, 2024, the Member Agency must administer civil penalties in response to violations according to the following SB 1383 penalty amounts: (1) The base penalty for a first violation is \$50- 100 per violation. (2) The base penalty for a second violation is \$100- \$200 per violation. (3) The base penalty for a third violation is \$250- \$500 per violation.	§18997.1 §18997.2	10/2020 - 5/2021	1/1/2024	
52.0	Monitoring and Enforcement	Member Agency	Administer penalties for violations.	Provide enforcement and penalties for violations according to the administrative fee schedule. SB 1383 does not authorize haulers to provide civil penalties.	§18995.1 §18995.4 §18997.1	1/2024- ongoing	1/1/2024	
53.0	Procurement	Member Agency	Calculate the current use of organic waste products.	Work with SVSWA to determine the Member Agency's procurement target and the Member Agency's current use of recovered organic waste products: (1) Annual amount of compost used or given away. (2) Annual amount of renewable transportation fuel used. (3) Annual amount of electricity from biomass conversion used. (4) Annual amount of compliant mulch used by City or contractors.	§18993.1	6/2021 - 10/2021	1/1/2022	
54.0	Procurement	Member Agency	Conduct cost-benefit analysis of purchasing options.	Work with SVSWA to conduct a cost- benefit analysis to determine additional purchase of recovered organic waste products.	N/A	6/2021 - 10/2021	N/A	

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55.0	Procurement	Member Agency	Implement procurement policy.	Implement procurement policy to require purchase of recovered organic waste products and recycled content paper products. Recycled content paper products include, but are not limited to, paper janitorial supplies, cartons, wrapping, packaging, file folders, and hanging files, corrugated boxes, tissue, and toweling. Recycled paper products, printing and writing paper must consist of at least 30 percent, by fiber weight, postconsumer fiber.	§18993.1	1/2021 - 8/2021	1/1/2022	
56.0	Procurement	Member Agency	Procure recycled organic products.	Purchase recovered organic waste products and recycled content paper products. The per capita procurement target equals 0.08 tons of organic waste per California resident per year. One ton of procurement target = (1) 0.58 tons or 1.45 cubic yards of compost. (2) 21 diesel gallons equivalent of transportation fuel; 242 kilowatt- hours; or 22 therms for heating. (3) 650 kilowatt-hours of electricity. (4) one ton of mulch.	§18993.1 §18993.3	6/2021 - 10/2021	1/1/2022	
57.0	Recordkeeping and Reporting	Member Agency	Collect procurement records.	Collect procurement records and store in the Implementation Record as well as a summary of purchases to submit to SVSWA for annual report.	§18993.2 §18993.4	7/2022; 5/2023 annually	10/1/2022; annually beginning 8/1/2023	
58.0	Procurement	Member Agency	Use recovered organic waste products.	Use mulch/ compost for landscaping, stormwater management, giveaway or other applications. Maximize use of reusable transportation fuels to meet the procurement requirement (if applicable).	§18993.1	6/2021 - 10/2021	1/1/2022	
59.0	Policy	Member Agency	Update Special Event permits for organics recycling & food recovery.	Update special event permits for (1) proper waste separation (2) food donation.	§18984.9 §18985.1 §18993.1	1/2021 - 8/2021	(1) 1/1/2022; (2) 1/1/2024	