RECYCLING PROGRAMS / 01

MAP SITE A AND CANDIDATE STREAMS

Use neutral labels. Keep employee, customer, tenant, account, access and regulated-material details outside this worksheet.

A helpful preparation resource from PickYourPro.ai. Fill in digitally or print. Keep your completed copy private.

Site A / neutral label / no address or access details

Generation zone A / activity / no people or tenant names

Candidate Stream A / provider must confirm acceptance

Current collection point and internal movement path

Operating window or access constraint / no codes

Open material or site question for the provider

Preparation only. Not waste characterization, hazardous-material handling, environmental, safety, regulatory, contract or legal advice. Keep identities, accounts, access details and regulated-material information out.

RECYCLING PROGRAMS / 02

MAP SERVICE ROLES AND REPORTING

Ask the provider to define accepted materials, exclusions, contamination feedback, pickup responsibilities and every report field.

Accepted and excluded materials by candidate stream

Collection point, container, signage and movement proposal

Contamination feedback and corrective-process roles

Internal collection, staging, pickup and access responsibilities

Overflow, missed-service and seasonal-change handoff

Report fields, measurement definitions, cadence and recipient role

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RECYCLING PROGRAMS / 03

CHECK PROPOSAL READINESS

Tick what is organized. These checks do not classify waste, approve handling, establish compliance or validate recycling or diversion claims.

- [ ] Every provider receives the same non-sensitive site brief
- [ ] People, account, access and regulated details stay outside
- [ ] Generation zones and collection points are mapped
- [ ] Every candidate stream requires provider confirmation
- [ ] Reduction, reuse, recycling and disposal questions are separated
- [ ] Contamination feedback and responsibilities are requested
- [ ] Pickup, overflow and change handoffs are requested
- [ ] Report fields and measurement definitions are requested

Open accepted-material, exclusion or contamination question

Unclear collection, container, pickup or overflow responsibility

Missing reporting definition, change process or handoff detail

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RECYCLING PROGRAMS / 04

QUESTIONS FOR THE RECYCLING PROVIDER

Record the answer and where it appears in the proposal, service plan or reporting description. Discuss private site details separately.

Streams: what is accepted, excluded or conditionally accepted?

Site: how are zones, points, containers, signs and movement assessed?

Contamination: what information and corrective process are included?

Roles: who owns internal collection, pickup, overflow and changes?

Reports: what data is provided and how is each field defined?

Handoff: what startup, communication, review and closeout are included?

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RECYCLING PROGRAMS / 05

COMPARE THE SAME SITE A BRIEF

Use Provider A and B. Clarify unlike stream, collection, contamination, service-role or reporting assumptions before comparing proposals.

Provider A / B / proposal dates / shared Site A brief

Accepted streams, exclusions and contamination process - A / B

Collection points, containers, pickup and overflow roles - A / B

Reporting definitions, changes, exclusions and handoff - A / B

READY TO HEAR FROM PROS?

Create an account on PickYourPro.ai only if you choose, then start a Waste & Recycling request. Share a non-sensitive Site A stream, collection-point, service-role and reporting brief so participating pros can compete with proposals. Compare provider-confirmed acceptance, collection layout, contamination communication, pickup and overflow roles, reporting definitions, change process, exclusions and fit. A provider-led site walk-through and private operations discussion may be needed before a final proposal.

One request. Every pro's best offer.

Start a request

Participation varies. A provider-led site walk-through and private operations discussion may be needed before a final proposal.

Planning guide: https://www.pickyourpro.ai/services/commercial-waste/recycling-programs

U.S. Environmental Protection Agency: Non-Hazardous Materials and Waste Management Hierarchy (official reference)

U.S. Environmental Protection Agency: Standardized Terms for Materials Accepted by Municipal Recycling Programs (official reference)

U.S. Environmental Protection Agency: Sustainable Materials Management Tools (official reference)

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