



Solid Waste Management Check List

1. What is the state of solid waste management currently in your community?

Infrastructure & Equipment:

- Do you have an open, unregulated land fill site?
- Do you have a fenced and supervised land fill site?
- Do you have a transfer-station?
- Do you have a reuse centre?
- Does your site have signage to ensure proper waste segregation?
- Does your community have the necessary equipment to carry out operations?
- What infrastructure & equipment needs does your community need to effectively manage waste?

Current Practices & Services:

- Do you have garbage curbside pickup service in your community?
- Do you burn garbage?
- Do you have recycling and what are you recycling i.e. pop cans, paper, electronics, tires?
- Do you collect and compost organic materials?
- Do you have stockpiles of divertable waste (e.g. End-of-life vehicles, scrap tires etc.)
- Do you have regular monitoring and evaluation programs?
- Is your environmental monitoring done by suitably qualified staff with appropriate training and experience?
- Does your site accept hazardous waste? Where does your hazardous waste go?
- Does your staff do regular waste screening & segregation? Random load checking?
- Do you have staff trained on procedures?



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Community Health & Safety:

- Do you have a problem with illegal dumping?
- Do you have proper containment to prevent contaminants from entering surrounding environment?
- Is leachate a threat to your surface or groundwater?
- How do you ensure the safety of the public, workers and the environment?
- Does your staff have proper personal protective equipment?
- Does your site have an eye wash station, first aid kit, fire extinguisher.
- Is your staff trained to respond effectively to emergencies?

Administrative: Regulatory & Law Making:

- Do you have an existing policy or Solid Waste Management Plan?
- Do you have an Operations & maintenance plan?
- Do you have an emergency response plan?
- Do you maintain up to date and regular records? (e.g. Volumes, types of waste managed, investments and costs, etc.)

2. How much do you know about solid waste management? For example, do you know:

- How to properly operate, maintain and close a land fill site, as well as post-closure monitoring;
- How many land fill sites are in your territory;
- What you recycle currently and what else you might be able to recycle;
- How to manage a large-scale composting system;
- How much illegal dumping might be happening and why;
- About alternative solid waste management systems such as gasification, or incineration?



3. How much do you know about levels of service and the cost for services? For example, do you know:

- How much waste your community produces;
- What types of waste is being produced (i.e. household, hazardous, commercial, hospital, etc.);
- How the size or make up of your population is going to change within the next 10-20 years;
- How much it costs to operate a land fill site, transfer station, recycling facility or composting system;
- The range of pricing for solid waste management services;
- The return rate on recycled materials (i.e. how much do you get for a ton of aluminum cans)?

4. Do you know what to include in a service agreement on solid waste? For example, do you know:

- If anyone in your group has ever negotiated a service agreement before;
 - What services you wish to share and who will supply what;
 - If your community needs additional infrastructure to be developed or upgraded and who would do that work;
 - Where funding for the capital investment or cost of services will come from;
 - What to do if a dispute with your partner arises in the implementation of the agreement?
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5. Community engagement

- How will you gather information and feedback from the community? (ex. focus groups, door-to door surveys)
- How will your community set their Waste Management Goals, priorities and targets?
- How do you intend to educate the community on your Solid Waste Plan & Waste Diversion programs? (ex. outreach materials, public meetings)

6. Take away questions:

- What information do you still need to complete the profile?
- What data currently exists that could help determine quantities and composition of waste?
- Have you done a waste audit?
- What resources do you have available to complete your solid waste plan?
- How will you engage your community and leadership in the planning process?
- What promotion & education activities will you undertake to bring awareness and compliance with your plan?
- Champions - who will help? Are there community members, planning teams, committees, working groups?
- How will you engage youth, elders, students, general community members? To identify principles, goals and targets.
- If you intend to use a consultant, will you put capacity building into the scope of work?