

A Guide to the Waste Disposal Origin Reporting System for the Puente Hills Landfill

INTRODUCTION

The Puente Hills Landfill, located at 13130 Crossroads Parkway South, Whittier, California, is owned and operated by the Sanitation Districts of Los Angeles County (Sanitation Districts). The Sanitation Districts manage a Waste Disposal Origin Reporting System (Reporting System) at the Puente Hills Landfill. The Reporting System is a requirement of the site operating permit issued by the County of Los Angeles on December 18, 2002.

The Reporting System applies to all customers of the Puente Hills Landfill who **both**:

- 1) Deliver refuse (does not apply to greenwaste, asphalt, or dirt loads) to the Puente Hills Landfill weighing greater than one (1.0) ton; and
- 2) Deliver refuse loads that do not come directly from transfer stations or processing facilities. Alternative requirements for loads from transfer stations or processing facilities have been implemented separately.

THE REPORTING SYSTEM

The Reporting System provides the Sanitation Districts with data on the origin of the waste delivered to the landfill. The Sanitation Districts verify the accuracy of this data and send to the Los Angeles County Department of Public Works as part of Los Angeles County's efforts to comply with diversion requirements under State Law. The County of Los Angeles requires that customers who fail to comply with the requirements of the Reporting System be subject to surcharges and/or suspension of disposal privileges.

Waste Origin Report Form

All applicable customers must present a completed Waste Origin Report Form (Report Form) at the scales every time they use the landfill for disposal. A copy of the Report Form with instructions is available on the Puente Hills Landfill website at www.PuenteHillsLandfill.org. The following information is required to complete the Report Form:

- 1) Company name and contact information.
- 2) The names of the cities or unincorporated areas where the refuse originated with a percentage breakdown, by weight, of the refuse originating from each city or unincorporated area.
- 3) Type of load—residential, commercial, or mixed (both residential and commercial).
- 4) Collection Site Addresses—this includes a listing of each stop in the collection route with a site address including city or unincorporated area of origin. For regular collection routes, users of the site can pre-register collection route data in order to avoid continually submitting lengthy lists of collections addresses each time they use the site. For more information on pre-registration of collection routes, see www.PuenteHillsLandfill.org.

The Report Form must be completed **before** the load arrives at the site. Failure to provide a complete and accurate Report Form at the time of weigh-in will result in a non-refundable surcharge of \$20 for loads less than 5.0 tons, and \$40 for loads greater than or equal to 5.0 tons. Payment of the surcharge does not release customers from the obligation to submit a Report Form. If customers do not have a Report Form at the time of disposal, it must subsequently be completed and returned to the Sanitation Districts within 14 days. If a customer does not return the Report Form within 14 days, they will be subject to progressively longer suspensions of disposal privileges for each violation. The length of suspensions is described below under **Progression of Suspensions**.

Evidence of a Business Relationship

Periodically, the Sanitation Districts will ask landfill customers to verify that they have an established business relationship for the purpose of collection of refuse with the owner or user of the property identified as the origin of the refuse on the Report Form. Customers will have 10 business days from the date of the request to submit this information. This evidence can be in the form of a contract for services, invoice, receipt, franchise agreement or other written proof, as deemed appropriate by the Sanitation Districts. Failure to provide this information within 10 business days will result in suspensions of disposal privileges as described below under Progression of Suspensions.

Progression of Suspensions

The following progression of suspensions applies to customers who fail to provide an accurate Report Form or "evidence of a business relationship" within the specified time frame:

- 1) The first violation will result in a suspension of disposal privileges at the Puente Hills Landfill for up to two (2) weeks.
- 2) The second violation will result in a suspension of disposal privileges at the Puente Hills Landfill for up to four (4) weeks.
- 3) Each additional violation will result in a suspension of disposal privileges at the Puente Hills Landfill for up to twenty-six (26) weeks.

In addition, any person submitting false or misleading information to the Sanitation Districts shall be guilty of a misdemeanor and subject to penalties provided by law.

HEARINGS AND APPEALS

Within ten (10) days of date of notification, any person whose disposal privileges have been suspended may make a written request for a hearing. Any person that does not agree with the decision of the hearing officer may appeal to the Chief Engineer and General Manager of the Sanitation Districts