

**Division of Materials Management
New York State Department of Environmental Conservation
Albany, New York 12233-7260**

RECYCLABLES HANDLING & RECOVERY FACILITY

A Recyclable Handling and Recovery Facility is a processing facility at which nonputrescible recyclables are separated from the solid waste stream or at which previously separated nonputrescible recyclables are processed. Further information and a listing of the recyclable handling and recovery facilities are available online at <http://www.dec.ny.gov/chemical/50793.html>.

If you operate a construction and demolition debris processing facility or a transfer station, DO NOT use this form. You must use the forms for those facilities.

If your facility is authorized to operate as a transfer station you need to submit a Transfer Station Annual Report instead of a Recyclables Handling and Recovery Facility Annual Report. If your facility is authorized to operate as a recyclables handling & recovery facility and a transfer station you must submit both annual reports.

Forms for all solid waste management facilities and a brief description of each can be found at <http://www.dec.ny.gov/chemical/52706.html>.

Annual Report

Submit the Annual Report no later than March 5, 2012.

Reporting of the information indicated on this Recyclables Handling and Recovery Facility Annual Report form is required pursuant to 6 NYCRR 360-1.4(c); 360-1.8(e)(1)(ii), (h)(8); 360-1.14(e)(2), (i)(1); 360-12.1(a); 360-12.2(d)(1), and (d)(3). Failure to provide the required information requested is a violation of Environmental Conservation Law. Timely submission of a properly completed form to the Department's Regional Office that has jurisdiction over your facility and to the Department's Central Office is required to meet the Annual/Quarterly Report requirements of 6 NYCRR Part 360.

Where the Annual Report requirements have been modified, appropriate Sections (as necessary to reflect the modification) must be completed and submitted with a copy of the Department's written notification which allows the modification.

Entries on the report forms should be either typewritten or neatly printed in black ink. Attach additional sheets if space on the pages is insufficient or supplementary information is required or appropriate.

ANNUAL REPORT

This Recyclables Handling and Recovery Facility Annual Report is for the year of operation from
January 01, 2011 to December 31, 2011

SECTION 1 – Owner / Facility Information

FACILITY NAME:			
FACILITY ADDRESS:	FACILITY CITY:	STATE:	ZIP CODE:
FACILITY TOWN:	FACILITY COUNTY:	FACILITY PHONE NUMBER:	
FACILITY NYS PLANNING UNIT: (A list of NYS Planning Units can be found at the end of this report).		NYSDEC REGION #:	
360 PERMIT #:	DATE ISSUED:	DATE EXPIRES:	NYS DEC ACTIVITY CODE OR REGISTRATION NUMBER:
FACILITY CONTACT:			
CONTACT PHONE NUMBER:	CONTACT FAX NUMBER:		
CONTACT EMAIL ADDRESS:			
OWNER NAME:			
OWNER PHONE NUMBER:	OWNER FAX NUMBER:		
OWNER ADDRESS:	OWNER CITY:	STATE:	ZIP CODE:

SECTION 2 – QUANTITY OF RECYCLABLE MATERIAL RECEIVED BY FACILITY’S SERVICE AREA

Identify the facility’s service area by indicating the type and amount of recyclable material received, the Solid Waste Management facility (SWMF) from which it was received by your facility (or Direct Haul), the corresponding State/Country, the County/Province, and the NYS Planning Unit from which waste was received. **Refer to the list of NYS Planning Units that can be found at the end of this report.** Note: “Direct Haul” means waste hauled directly to your SWMF which did not go through another SWMF. **DO NOT REPORT IN CUBIC YARDS!**

Specify transport method and percentages of total waste transported by each:

_____% Road _____% Rail
 _____% Water _____% Other (specify: _____)

Please report the facility from which you received the recyclable material. Note: This is not the facility identified in Section 1.

Explain which waste types and service areas below are included in these transport methods _____

SERVICE AREA					
RECYCLABLE MATERIAL	SOLID WASTE MANAGEMENT FACILITY FROM WHICH IT WAS RECEIVED (Name & Address)	SERVICE AREA STATE OR COUNTRY	SERVICE AREA COUNTY OR PROVINCE	SERVICE AREA NYS PLANNING UNIT	TONS RECEIVED
Commingled Containers <i>(metal, glass, plastic)</i>	<i>(Example 1) (Crown Point T.S. Middle Road, Crown Point)</i>	<i>(NY)</i>	<i>(Essex)</i>	<i>(Essex County)</i>	<i>(1,000)</i>
	<i>(Example 2) (Direct Haul)</i>	<i>(NY)</i>	<i>(Yates)</i>	<i>(WFLSWMA)</i>	<i>(2,500)</i>
Commingled Paper <i>(all grades)</i>					
Electronics					
Single Stream <i>(total)</i>					
Other <i>(specify)</i>					
TOTAL RECEIVED (tons):					_____

SECTION 3 – RECYCLABLES & RECOVERED MATERIALS

Quantity of Recyclable Material Recovered

Identify the name of the destination facility to which the recyclable material was sent from your facility, the corresponding State/Country, the County/Province, the NYS Planning Unit, and the amount of recyclable material transported. **Refer to the list of NYS Planning Units that can be found at the end of this report.**
DO NOT REPORT IN CUBIC YARDS!

Specify transport method and percentages of total waste transported by each:

_____% Road _____% Rail
 _____% Water _____% Other (specify: _____)

Please report the facility to which you sent the recyclable material.
 Note: This is not the facility identified in Section 1.

Explain which waste types and service areas below are included in these transport methods _____

PAPER RECOVERED					
RECYCLABLE MATERIAL	DESTINATION FACILITY <small>(Name & Address)</small>	DESTINATION STATE OR COUNTRY	DESTINATION COUNTY OR PROVINCE	DESTINATION NYS PLANNING UNIT	TONS RECYCLED <small>(out of facility)</small>
Corrugated Cardboard					
Junk Mail					
Magazines					
Newspaper					
Office Paper					
Paperboard / Boxboard					
Other Paper <small>(specify)</small>					
TOTAL PAPER RECYCLED (tons): _____					
PAPER RESIDUE (tons): _____	DISPOSAL DESTINATION: <small>(Name, Address, & State)</small> _____				

Quantity of Recyclable Material Recovered (continued)

GLASS RECOVERED

RECYCLABLE MATERIAL	DESTINATION FACILITY <i>(Name & Address)</i>	DESTINATION STATE OR COUNTRY	DESTINATION COUNTY OR PROVINCE	DESTINATION NYS PLANNING UNIT	TONS RECYCLED <i>(out of facility)</i>
Container Glass					
Industrial Scrap Glass					
Other Glass <i>(specify)</i>					

TOTAL GLASS RECYCLED (tons): _____

GLASS RESIDUE (tons): _____ DISPOSAL DESTINATION: *(Name, Address, & State)* _____

METAL RECOVERED

RECYCLABLE MATERIAL	DESTINATION FACILITY <i>(Name & Address)</i>	DESTINATION STATE OR COUNTRY	DESTINATION COUNTY OR PROVINCE	DESTINATION NYS PLANNING UNIT	TONS RECYCLED <i>(out of facility)</i>
Aluminum Foil / Trays					
Bulk Metal					
Enameled Appliances / White Goods					
Industrial Scrap Metal					
Tin & Aluminum Containers					
Other Metal <i>(specify)</i>					

TOTAL METAL RECYCLED (tons): _____

METAL RESIDUE (tons): _____ DISPOSAL DESTINATION: *(Name, Address, & State)* _____

Quantity of Recyclable Material Recovered (continued)

PLASTIC					
RECYCLABLE MATERIAL	DESTINATION FACILITY (Name & Address)	DESTINATION STATE OR COUNTRY	DESTINATION COUNTY OR PROVINCE	DESTINATION NYS PLANNING UNIT	TONS RECYCLED (out of facility)
PET (plastic #1)					
HDPE (plastic #2)					
Other Rigid Plastics (#3 - #7)					
Industrial Scrap Plastic					
Plastic Film & Bags					
Other Plastics (specify)					
TOTAL PLASTIC RECYCLED (tons):					_____
PLASTIC RESIDUE (tons): _____		DISPOSAL DESTINATION: (Name, Address, & State) _____			

Quantity of Recyclable Material Recovered (continued)

MISCELLANEOUS					
RECYCLABLE MATERIAL	DESTINATION FACILITY (Name & Address)	DESTINATION STATE OR COUNTRY	DESTINATION COUNTY OR PROVINCE	DESTINATION NYS PLANNING UNIT	TONS RECYCLED (out of facility)
Commingled Containers					
Commingled Paper & Containers					
Electronics					
Textiles					
Other (specify)					
TOTAL MISCELLANEOUS RECYCLED (tons):					
MISC. RESIDUE (tons):		DISPOSAL DESTINATION: (Name, Address, & State)			

VOLUME TO WEIGHT CONVERSION FACTORS

MATERIAL	EQUIVALENT		MATERIAL	EQUIVALENT		MATERIAL	EQUIVALENT	
GLASS – whole bottles	1 cubic yard	0.35 tons	GLASS - crushed mechanically	1 cubic yard	0.88 tons	ALUMINUM – cans – whole	1 cubic yard	0.03 tons
GLASS - semi crushed	1 cubic yard	0.70 tons	GLASS - uncrushed manually	55 gallon drum	0.16 tons	ALUMINUM – cans – flattened	1 cubic yard	0.125 tons
PAPER - high grade loose	1 cubic yard	0.18 tons	PLASTIC – PET – whole	1 cubic yard	0.015 tons			
PAPER - high grade baled	1 cubic yard	0.36 tons	PLASTIC – PET - flattened	1 cubic yard	0.04 tons			
PAPER - mixed loose	1 cubic yard	0.15 tons	PLASTIC – PET - baled	1 cubic yard	0.38 tons	WHITE GOODS - uncompacted	1 cubic yard	0.10 tons
NEWSPRINT - loose	1 cubic yard	0.29 tons	PLASTIC - styrofoam	1 cubic yard	0.02 tons	WHITE GOODS - compacted	1 cubic yard	0.5 tons
NEWSPRINT - compacted	1 cubic yard	0.43 tons	PLASTIC – HDPE – whole	1 cubic yard	0.012 tons			
CORRUGATED – loose	1 cubic yard	0.015 tons	PLASTIC – HDPE – flattened 1	1 cubic yard	0.03 tons			
CORRUGATED - baled	1 cubic yard	0.55 tons	PLASTIC – HDPE - baled	1 cubic yard	0.38 tons	FERROUS METAL - cans whole	1 cubic yard	0.08 tons
			PLASTIC – mixed (grocery bags)	45 gallon bag	0.01 tons	FERROUS METAL - cans	1 cubic yard	0.43 tons

SECTION 4 - SIGNATURE AND DATE BY OWNER OR OPERATOR

Owner or Operator must sign, date and submit one completed form with an original signature to the appropriate Regional Office (See attachment for Regional Office addresses and Solid Waste Contacts.)

The Owner or Operator must also submit one copy by email, fax or mail to:

**New York State Department of Environmental Conservation
Division of Materials Management
Bureau of Permitting and Planning
625 Broadway
Albany, New York 12233-7260
Fax 518-402-9041
Email address: swpermit@gw.dec.state.ny.us**

I hereby affirm under penalty of perjury that information provided on this form and attached statements and exhibits was prepared by me or under my supervision and direction and is true to the best of my knowledge and belief, and that I have the authority to sign this report form pursuant to 6 NYCRR Part 360. I am aware that any false statement made herein is punishable as a Class A misdemeanor pursuant to Section 210.45 of the Penal Law.

Signature Date

Name (Print or Type) Title (Print or Type)

Email (Print or Type)

Address City

State and Zip (_____)_____-_____
Phone Number

ATTACHMENTS: ____ YES ____ NO
(Please check appropriate line)

New York State Department of Environmental Conservation
Division of Materials Management
Bureau of Permitting and Planning

SOLID WASTE CONTACTS

CENTRAL OFFICE

Bureau of Permitting and Planning
625 Broadway
Albany, NY 12233-7260
Phone: (518) 402-8678

For Submission of Annual Reports only:

Fax: (518) 402-9041

Email : For solid waste management facilities: swpermit@gw.dec.state.ny.us ;
for vehicle dismantler facilities: vdfinfo@gw.dec.state.ny.us .

REGIONAL OFFICE ADDRESS & LEAD CONTACT PERSON

REGION 1 (Nassau, Suffolk)

Syed Rahman
SUNY @ Stony Brook
50 Circle Road
Stony Brook, NY 11790
Phone: (631) 444-0375

REGION 2 (Bronx, Kings, New York, Queens, Richmond)

Samsudeen Arakan
47-40 21st Street
Long Island City, NY 11101-5407
Phone: (718) 482-4896

REGION 3 (Dutchess, Orange, Putnam, Rockland, Sullivan, Ulster, Westchester)

Martin Brand
21 South Putt Corners Road
New Paltz, NY 12561
Phone: (845) 256-3179

REGION 4 (Albany, Columbia, Delaware, Greene, Montgomery, Otsego, Rensselaer, Schenectady, Schoharie)

Richard Forgea
1150 North Westcott Road
Schenectady, NY 12306
Phone: (518) 357-2243

REGION 5 (Clinton, Essex, Franklin, Fulton, Hamilton, Saratoga, Warren, Washington)

**Main Office (Clinton, Essex,
Franklin, Hamilton)**

Dale Becker
Route 86, P.O. Box 296
Ray Brook, NY 12977
Phone: (518) 897-1241

**Sub-office (Fulton, Saratoga, Warren,
Washington)**

David Mt. Pleasant
232 Golf Course Road
Warrensburg, NY 12885
Phone: (518) 623-1230

REGION 6 (Herkimer, Jefferson, Lewis, Oneida, St. Lawrence)

**Main Office (Jefferson, Lewis,
St. Lawrence)**

Peter Taylor
State Office Building
317 Washington Street
Watertown, NY 13601
Phone: (315) 785-2522

Sub-office (Herkimer, Oneida)

Robert Senior
State Office Building
207 Genesee Street
Utica, NY 13501
Phone: (315) 793-2745

**REGION 7 (Broome, Cayuga, Chenango, Cortland, Madison, Onondaga, Oswego, Tioga,
Tompkins)**

Tim DiGiulio
615 Erie Boulevard West
Syracuse, NY 13204
Phone: (315) 426-7419

**REGION 8 (Chemung, Genesee, Livingston, Monroe, Ontario, Orleans, Schuyler, Seneca, Steuben,
Wayne, Yates)**

Scott Foti
6274 East Avon-Lima Road
Avon, NY 14414
Phone: (585) 226-5408

REGION 9 (Allegany, Cattaraugus, Chautauqua, Erie, Niagara, Wyoming)

Mark Hans
270 Michigan Avenue
Buffalo, NY 14203
Phone: (716) 851-7220

NYS PLANNING UNITS

When completing the annual report, please use the Planning Unit listed below that corresponds with the municipality and county. Note: The Planning Unit is not the DEC Region.

NYS PLANNING UNITS – R1	MUNICIPALITY	COUNTY
Babylon (Town) & North Hempstead Solid Waste Management Authority	Babylon (Town)	Suffolk
	North Hempstead (Town)	Nassau
Brookhaven (Town)		Suffolk
East Hampton (Town)		Suffolk
Fishers Island Waste Management District	Southold (Town)	Suffolk
Glen Cove (City)		Nassau
Hempstead (Town)		Nassau
Huntington (Town)		Suffolk
Islip Resource Recovery Agency	Islip (Town)	Suffolk
Long Beach (City)		Nassau
Oyster Bay Solid Waste Disposal District	Oyster Bay (Town) (see last page)	Nassau
Riverhead (Town)		Suffolk
Shelter Island (Town)		Suffolk
Smithtown (Town)		Suffolk
Southampton (Town)		Suffolk
Southold (Town) (except Fishers Island)		Suffolk
NYS PLANNING UNITS – R2	MUNICIPALITY	COUNTY
New York City	Bronx	Bronx
	Kings (Brooklyn)	Kings
	New York (Manhattan)	New York
	Queens	Queens
	Richmond (Staten Island)	Richmond
NYS PLANNING UNITS – R3	MUNICIPALITY	COUNTY
Dutchess County Resource Recovery Agency		Dutchess
Orange County		Orange
Putnam County		Putnam
Rockland County Solid Waste Management Authority		Rockland
Sullivan County		Sullivan
Ulster County Resource Recovery Agency		Ulster
Westchester County		Westchester
NYS PLANNING UNITS – R4	MUNICIPALITY	COUNTY
Capital Region Solid Waste Management Partnership (CRSWMP)	Albany (City)	Albany
	Altamont (Village)	Albany
	Berne (Town)	Albany
	Bethlehem (Town)	Albany
	East Greenbush (Town)	Rensselaer
	Green Island (Town / Village)	Albany
	Guilderland (Town)	Albany
	Knox (Town)	Albany
	New Scotland (Town)	Albany
	Rensselaer (City)	Rensselaer
	Rensselaerville (Town)	Albany
	Voorheesville (Town)	Albany
	Watervliet (City)	Albany
Westerlo (Town)	Albany	

NYS PLANNING UNITS

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NYS PLANNING UNITS – R4 (continued)	MUNICIPALITY	COUNTY
Colonie (Town)	Cohoes (City)	Albany
	Colonie (Town)	Albany
	Colonie (Village)	Albany
	Menands (Village)	Albany
Columbia County		Columbia
Delaware County		Delaware
Eastern Rensselaer County Solid Waste Management Authority (ERCSWMA)	Active Members	
	Castleton-on-Hudson (Village)	Rensselaer
	Hoosick Falls (Village)	Rensselaer
	Nassau (Village)	Rensselaer
	Pittstown (Town)	Rensselaer
	Schaghticoke (Town)	Rensselaer
	Schaghticoke (Village)	Rensselaer
	Stephentown (Town)	Rensselaer
	Valley Falls (Village)	Rensselaer
	Inactive Members	
	Berlin (Town)	Rensselaer
	Grafton (Town)	Rensselaer
	Hoosick (Town)	Rensselaer
	Nassau (Town)	Rensselaer
	Petersburg (Town)	Rensselaer
Poestenskill (Town)	Rensselaer	
Greater Troy Area Solid Waste Management Authority (GTASWMA)	Brunswick (Town)	Rensselaer
	North Greenbush (Town)	Rensselaer
	Schodack (Town)	Rensselaer
	Troy (City)	Rensselaer
Greene County		Greene
Montgomery-Otsego-Schoharie Solid Waste Management Authority (MOSA)	Montgomery County	Montgomery
	Otsego County	Otsego
	Schoharie County	Schoharie
Schenectady County		Schenectady
NYS PLANNING UNITS – R5	MUNICIPALITY	COUNTY
Clinton County		Clinton
Essex County		Essex
County of Franklin Solid Waste Management Authority		Franklin
Fulton County		Fulton
Hamilton County		Hamilton
Saratoga County		Saratoga
Warren County		Warren
Washington County		Washington
NYS PLANNING UNITS – R6	MUNICIPALITY	COUNTY
Jefferson County		Jefferson
Lewis County		Lewis
Oneida-Herkimer Solid Waste Management Authority	Oneida County	Oneida
	Herkimer County	Herkimer
St. Lawrence County		St. Lawrence

NYS PLANNING UNITS

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NYS PLANNING UNITS – R7	MUNICIPALITY	COUNTY
Broome County		Broome
Cayuga County		Cayuga
Chenango County		Chenango
Cortland County		Cortland
Madison County		Madison
Onondaga County Resource Recovery Agency		Onondaga
Oswego County		Oswego
Tioga County		Tioga
Tompkins County		Tompkins
NYS PLANNING UNITS – R8	MUNICIPALITY	COUNTY
Chemung County		Chemung
GLOW Region Solid Waste Management Committee	Genesee County	Genesee
	Livingston County	Livingston
Monroe County		Monroe
Ontario County		Ontario
Schuyler County		Schuyler
Steuben County		Steuben
Western Finger Lakes Solid Waste Management Authority (WFLSWMA)	Wayne County	Wayne
	Yates County	Yates
NYS PLANNING UNITS – R9	MUNICIPALITY	COUNTY
Allegany County		Allegany
Cattaraugus County		Cattaraugus
Chautauqua County		Chautauqua
GLOW Region Solid Waste Management Committee	Wyoming County	Wyoming
Niagara County		Niagara
Northeast - Southtowns Solid Waste Management Board (NEST)	Akron (Village)	Erie
	Alden (Town)	Erie
	Alden (Village)	Erie
	Angola (Village)	Erie
	Aurora (Town)	Erie
	Blasdell (Village)	Erie
	Boston (Town)	Erie
	Brant (Town)	Erie
	Cheektowaga (Town)	Erie
	Clarence (Town)	Erie
	Colden (Town)	Erie
	Collins (Town)	Erie
	Concord (Town)	Erie
	Depew (Village)	Erie
	East Aurora (Village)	Erie
	Eden (Town)	Erie
	Elma (Town)	Erie
Evans (Town)	Erie	
Farnham (Village)	Erie	
Gowanda (Village)	Erie	

NYS PLANNING UNITS

When completing the annual report, please use the Planning Unit listed below that corresponds with the municipality and county. Note: The Planning Unit is not the DEC Region.

NYS PLANNING UNITS – R9 (continued)	MUNICIPALITY	COUNTY
Northeast - Southtowns Solid Waste Management Board (NEST) (continued)	Hamburg (Town)	Erie
	Hamburg (Village)	Erie
	Holland (Town)	Erie
	Lackawanna (City)	Erie
	Lancaster (Town)	Erie
	Lancaster (Village)	Erie
	Marilla (Town)	Erie
	Newstead (Town)	Erie
	North Collins (Town)	Erie
	North Collins (Village)	Erie
	Orchard Park (Town)	Erie
	Orchard Park (Village)	Erie
	Sardinia (Town)	Erie
	Sloan (Village)	Erie
	Springville (Village)	Erie
Wales (Town)	Erie	
West Seneca (Town)	Erie	
Northwest Communities Solid Waste Management Board (NWCB)	Amherst (Town)	Erie
	Grand Island (Town)	Erie
	Kenmore (Village)	Erie
	Tonawanda (City)	Erie
	Tonawanda (Town)	Erie
Williamsville (Village)	Erie	
NOT CURRENTLY AFFILIATED WITH A RECOGNIZED PLANNING UNIT		
Buffalo (City)		Erie
Canaan (Town)		Columbia
Coeymans (Town)		Albany
Orleans County		Orleans
Oyster Bay (Town) (portion) **See Below		Nassau
Ravena (Village)		Albany
Sand Lake (Town)		Rensselaer
Seneca County		Seneca
Skaneateles (Town)		Onondaga
Skaneateles (Village)		Onondaga
**MUNICIPALITIES NOT PART OF THE TOWN OF OYSTER BAY SOLID WASTE DISPOSAL DISTRICT		
Bayville (Village)	Laurel Hollow (Village)	Oyster Bay Cove (Village)
Brookville (Village)	Matinecock (Village)	Roslyn Harbor (Village) (portion)
Centre Island (Village)	Mill Neck (Village)	Sea Cliff (Village)
Cove Neck (Village)	Muttontown (Village)	Upper Brookville (Village)
East Hills (Village) (portion)	Old Brookville (Village)	Glenwood – Glen Head Garbage District
Lattington (Village)	Old Westbury (Village) (portion)	