



All you need to know about SB1383. All in one place.

1383-STATS is the complete compliance solution for California cities, counties, refuse collectors, and food recovery organizations and generators. A cloud-based system, it is designed to simplify compliance with SB1383, California's organics recycling regulations.

Watch our movie.

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## The Implementation Record (IR) – Part 2

Because the IR is a central feature of SB1383 compliance, we've decided to focus this newsletter on what goes into it. If you missed volume 1, you can download it from our website.

### A DEEPER DIVE INTO THE IR

The contents of the IR are either documents or data records.

- The docs are static components that describe specific features of your SB1383 program, such as policies, procedures, ordinances, and agreements. Since they will likely originate from various departments and have to be available for review by CalRecycle, it is best to store them as PDFs with imbedded security features.
- The data records represent new information that is generated as your program is implemented, so they are always being created and updated. Examples are monthly collection reports from your haulers; details of inspections, waste evaluations, and route audits; lists of recovered organic waste materials purchased; and food recovery quantities.

Sure, your data records could be row upon row in Excel worksheets. But given the variety of records you have to create, retain, and find, databases are a superior alternative. A properly designed database simplifies retrieving data, summarizing it, and creating complex reports.

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## Sections of the IR – An Overview

**Collection Programs:** This is a description of your collection programs for each generator type, including the number of containers provided, service area, and approved haulers. Ordinances and other policy documents must also be included.

**Haulers and Service Providers:** It's a good idea to have separate data records for each approved hauler that can be associated with their monthly collection reports, notices of approval, and compliance records. You must also have written procedures for approving haulers and self haulers.

**Facilities:** Although your haulers will likely determine which facilities are used, you are responsible for keeping records of:

- The type of organic recovery process employed at each facility

- Whether or not it is a high diversion facility
- If it accepts compostable plastics
- If it accepts organics collected in plastic bags

**Compliance Inspections:** Edible food generators and commercial generators that produce two or more cubic yards of waste per week must be inspected annually for compliance with the regs. The inspections can be conducted by your staff or a contractor, but you must create and retain written inspection procedures and keep records of the results.

**Contamination Monitoring:** If your agency implements a 2- or 3-container collection system, you must monitor the contamination of these containers by conducting annual route reviews or semi-annual waste evaluations. In addition to having documents outlining written policies and procedures, you must also create separate data records for each monitoring event.

**Education and Public Outreach:** The regs include a specific list of information that must be distributed annually to generators. Your IR must include copies of, and an index of, all circulated materials.

**Food Recovery:** In addition to maintaining data records for the food recovery organizations and edible food generators located within an agency, you must also document the actions taken to increase local food recovery capacity.

**Waivers and Exemptions:** Agencies are allowed to issue certain types of exemptions to generators and must keep data records for each. You must also formalize and document your process for issuing exemptions and waivers.

**Complaints and Enforcement:** If you receive complaints from residents or businesses, you must create data records for each one, then record updates as investigations and resolutions take place. Enforcement actions are not required before January 2024, but at that point you will have to document any action taken against generators. You must also provide written docs describing your process for addressing complaints and taking enforcement actions.

**Procurement:** To create markets for recovered and processed organic waste, the regulations require agencies to purchase a minimum quantity of products made from recovered organic waste. You must document your purchases, regardless of whether the product was purchased by your agency or by your hauler on your behalf.

*A more detailed description on each IR section can be found on our website.*

Please visit our website, where you'll find copies of our newsletters, planning guides, and short descriptive videos. When you're ready to start creating your implementation record, we're here to help.

**Our goal is your success.**