



C&D WASTE AND RECYCLING TRACKING FORM

The University requires 75% of the waste produced from each project be diverted from the landfill

Project Name & ID: _____

Name of Contractor: _____

Project Manager Name: _____

Contractor Phone #: _____

For assistance completing this form contact Adam Bensley, NCSU Waste Reduction & Recycling (919) 515-0661

Name of Person Completing Form: _____

It is required to attach weight tickets and/or invoices to this form.

Please check one: Weight tickets attached Weight tickets not attached. Provide explanation: _____

Date	Waste Hauler/Contractor Name	Material Description	Weight (lbs or tons)	Estimate Weight if no Ticket	Recycling or Landfill Facility Hauled to

Project Totals (Contractor to Calculate)

Total Weight Landfill: _____

Total Weight Diverted (Recycled + Salvaged): _____

Percent of Project Waste Diverted from Landfill
(Total Weight Diverted / Total Project Weight) x 100

Total Weight Recycled: _____

Total Project Weight (Recycled + Salvaged + Landfilled): _____

_____%



CONSTRUCTION & DEMOLITION SALVAGED MATERIAL FORM

Project Name & ID: _____

Project Manager Name: _____

For assistance completing this form contact Adam Bensley, NCSU Waste Reduction & Recycling (919) 515-0661

Date	Material Description	Quantity	Weight Each Item (lbs or tons)	Estimated Donation Value	Released By (NCSU)	Released To & Phone #

Total Salvaged Material Weight: _____

Description Of Program: The University has established a program to salvage building materials, parts and furnishings that would otherwise be considered construction and demolition waste. Prior to the beginning of construction and renovations projects on campus, Facilities Operations and other Donees will have an opportunity to reclaim C&D materials for reuse.

Facilities Operations Trade shops will have first priority in the invitation to salvage materials from construction and renovation projects. Other donees, such as Habitat for Humanity may receive donation of reusable materials. The following conditions and procedure must be met in order to participate in the salvaged material/ reuse program.

Criteria:

Clear understanding of the purpose of the salvaged material/ reuse program.

Tracking the salvaged materials is extremely important to protect all participants from possible liability claims or false acquisition of materials by shops or donees.

Shop or donee is responsible for removal and transportation of materials.

Shop or donee has adequate second use or storage for the materials.

Shop or donee takes responsibility for the timely and lawful surplus or disposal of materials if an adequate reuse is not identified in an appropriate amount of time.

Questions? Contact WRR at 919.515.9421 or recycling@ncsu.edu

Return completed form to Waste Reduction and Recycling. Campus Box 7516 or recycling@ncsu.edu

Instructions for completing this form

1. NCSU project manager to provide info.
2. Contractor to provide this information, including name of person completing this form.
3. Check a box indicating whether weight tickets are attached to this form. If they are not, provide an explanation.
4. Complete one line for each instance of hauling.
 - A. List the date material was hauled.
 - B. Provide name of waste hauler or contractor who disposed or recycled the material.
 - C. List the type of material disposed of or recycled. Ex. Mixed C&D waste, scrap metal, concrete, asphalt shingles, etc.
 - D. List the actual weight of the material, in pounds or tons, as recorded by a scale.
 - E. If material is not weighed by a scale, provide an estimate of the weight in pounds or tons (keep units consistent throughout).
 - F. List the facility the material was delivered to.
5.
 - A. Provide the total weight of all materials that went to a landfill. *Note:* For Waste Industries Raleigh View Road C&D Processing Facility *only* - 20% of each load is recycled. Multiply the weight recorded at this facility by .80 to get the weight landfilled by Waste Industries.
 - B. Provide the total weight of materials that were recycled. *Note:* For Waste Industries Raleigh View Road C&D Processing Facility *only* - 20% of each load is recycled. Multiply the weight recorded at this facility by .20 to get the weight recycled by Waste Industries.
 - C. Total weight recycled (B) plus total weight salvaged (*#8 on Salvaged Material form*).
 - D. Total weight of all material generated by the project (A+B+C).
 - E. Divide the total weight diverted by the total project weight, then multiply by 100 to get the diversion rate as a percent $((C/D) \times 100)$.



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Project Manager Name: _____

2. Name of Contractor: _____

Contractor Phone #: _____

Name of Person Completing Form: _____

For assistance completing this form contact Adam Bensley, NCSU Waste Reduction & Recycling (919) 515-0661

It is required to attach weight tickets and/or invoices to this form.

3. Please check one: Weight tickets attached Weight tickets not attached. Provide explanation: _____

4.

Date	Waste Hauler/Contractor Name	Material Description	Weight (lbs or tons)	Estimate Weight if no Ticket	Recycling or Landfill Facility Hauled to
A	B	C	D	E	F

Project Totals (Contractor to Calculate)

5. Total Weight Landfill: **A** _____ Total Weight Diverted (Recycled + Salvaged): **C** _____ Percent of Project Waste Diverted from Landfill (Total Weight Diverted / Total Project Weight) x 100

Total Weight Recycled: **B** _____ Total Project Weight (Recycled + Salvaged + Landfilled): **D** _____ **E** _____%

Instructions for completing this form

- 6. NCSU project manager to provide info.
- 7. Complete one line for each item salvaged for reuse.
 - A. List the date salvaged material was turned over to the receiving party.
 - B. Describe the material being salvaged for reuse.
 - C. Quantity of a particular item was salvaged.
 - D. Weight of each item, either actual or estimated.
 - E. Estimate the value of the material. If you are unsure, leave this blank.
 - F. List the name of the person at NCSU who is releasing the material.
 - G. List the name and phone number of the person who is receiving the material.
- 8. Add up the total weight of material salvaged. Keep the units (tons or pounds) consistent with those used on C&D waste tracking form, as this number will be used in the diversion rate equation.



CONSTRUCTION & DEMOLITION SALVAGED MATERIAL FORM

6. Project Name & ID: _____
 Project Manager Name: _____

For assistance completing this form contact Adam Bensley, NCSU Waste Reduction & Recycling (919) 515-0661

7.

Date	Material Description	Quantity	Weight Each Item (lbs or tons)	Estimated Donation Value	Released By (NCSU)	Released To & Phone #
A	B	C	D	E	F	G

8. Total Salvaged Material Weight: _____