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MEMORANDUM

Date: April 24, 2024

To: Senior Management Team

From: Dr. David Barnett, Provost and Vice-President (Academic) AND
Kathy Pozihun, Vice-President (Administration & Finance)

Subject: **NEW BLUE BOX RECYCLING REPORTING REQUIREMENTS**

The Ontario government has recently passed [legislation](#) that changes the way that higher education institutions report and pay for recycling. Instead of reporting based on the number of students enrolled, we must report the actual amounts of materials that we produce that are collected in Blue Box recycling programs. For more information, please see the attachment: [Supporting Information](#) on RPRA 2023 Data Collection.

Because of these changes, the Office of Sustainability is gathering information from various campus units to assist with reporting compliance.

Each unit is requested to supply the total amount of paper products, packaging, and packaging-like products that were distributed to Ontario consumers in 2023.

Further information on what qualifies can be found in the [2023 RPRA Data Collection Spreadsheet](#).

Please designate one contact person from your unit to report your information by May 17, 2024. To assist you in this process a [spreadsheet](#) has been attached. Completed spreadsheets and questions can be reported to Ledah McKellar, Sustainability Coordinator (Email: lpmkell@lakeheadu.ca, Phone: ext. 8703).

Becoming a more sustainable institution is a challenging but necessary transition. We acknowledge that this will require some adjustment on each unit's part. Thank you for your cooperation as we make this transition.