



Assessment Form

OMB No. 2050-0139
Expiration Date: July 31, 2007

Please take care when reporting, measurements of your activities are important. A sample Annual Assessment Form and reporting instructions are available on the WasteWise Web site in the "Publications Directory" <www.epa.gov/wastewise>. Completed forms can be submitted by email <WasteWise@icfi.com>. If you have questions, call (800) EPA-WISE (372-9473) or email <WasteWise@icfi.com>.

Section I - Participant Information

Organization Name: _____ Phone: _____
 Principal Contact: _____ Email: _____
 Facilities Included in Report: _____ Number of Total Employees: _____

Section II - Current Waste Reduction Activities

This Report Covers Data Measured From: _____ (Date) To: _____ (Date)
 Total Amount of Municipal Solid Waste Disposed of During Reporting Period: _____ (Pounds or Tons*)
 This Information Is (please check one): Baseline Data Annual Data

In the chart below, provide your waste prevention and recycling data. If this is your first time reporting data to WasteWise, you are reporting baseline data. If you have previously submitted data to WasteWise, provide data for this reporting year. Photocopy this page if you need more space.

Waste Prevention			
Product/Material	Description of Waste Prevention Activity	Amount Prevented (Pounds or Tons*)	Goals for Upcoming Year

Recycling			
Product/Material	Description of Recycling Activity	Amount Recycled (Pounds or Tons*)	Goals for Upcoming Year

* Please note if data is reported as pounds or tons.

Section III - Cost Savings/Revenue

In the lines below, please provide information on the revenues/savings generated from the waste reduction activities listed in Section II.

Total Waste Prevention Revenue: \$ _____ Total Recycling Revenue: \$ _____

Total Avoided Purchasing Costs Due to Waste Prevention: \$ _____ Total Avoided Disposal Costs Due to Recycling and Waste Prevention: \$ _____

Section IV - Buy/Manufacture Recycled Products

In the chart below, please provide information on products containing recycled content that you have purchased or manufactured.

Buy/Manufacture Recycled Products			
Product/Material	Current Recycled Content Percent (%)	Previous Recycled Content Percent (%)	Current Units (Purchased or Manufactured)

Section V - Comments

Please attach any additional information you would like to share about your activities (e.g., external promotion of WasteWise, employee education, etc.) or comments about the WasteWise program. With permission from individual organizations, EPA will share successes with others.

Three options for submitting your Annual Assessment Form:

1 Email to: <WasteWise@icfi.com >

2 Mail to:
EPA WasteWise
c/o ICF International
9300 Lee Highway
Fairfax, VA 22031

3 Fax to: WasteWise c/o ICF International:
(703) 934-3183

Signature of Principal Contact: _____ Date: _____

Print Name: _____ Title: _____