



## Product Care Association Ontario Instructions for Weighing Materials Standard

**Updated Date: January 1, 2023**

### Overview

Product Care Association (PCA) requires that all Hazardous and Special Product (HSP) materials or Lighting materials ("Program Materials") collected, transported and processed be weighed, and that accurate weights be reported to PCA.

PCA will be using the terms 'gross weight', 'net weight', and 'tare weight'. These terms, when used by PCA, will have the following meanings.

**Gross Weight** means the weight of the container (e.g. 205 L drum, gaylord box, bulb box etc.), Program Materials in the container, and skid, where used, measured in kilograms unless otherwise noted.

**Tare Weight** means the weight of the empty container (e.g. 205 L drum, gaylord box, bulb box etc.) and skid, where used, measured in kilograms unless otherwise noted.

**Net Weight** means Gross Weight minus Tare Weight, measured in kilograms unless otherwise noted.

The above weights will always exclude the weight of the vehicle and any contents other than Program Materials and the container and/or skid in which it was packed by the collector.

Measurement Canada has produced a comprehensive guide on taking and recording weights, available at <http://www.ic.gc.ca/eic/site/mc-mc.nsf/eng/lm00205.html>.

This document does not provide instructions for completing Movement or Shipping Documents, Manifests or Bills of Lading. Refer to Provincial and/or Federal legislation for those instructions. This document does detail PCA's expectations of service providers to supply accurate Net Weights of Program Materials.

PCA reserves the right to review and revise these instructions on an ongoing basis. The most current version will be posted on the PCA Website here: [Product Care Ontario Program Operational Standards - Product Care Recycling](#).

PCA will, as a courtesy, provide notification of changes to service providers for which it has current email addresses; however, it is the service provider's responsibility to regularly check the PCA Website link above for revisions.

### Collector Responsibilities

Operators of Community Depots must provide PCA with the Net Weights of commingled<sup>1</sup> HSP materials collected at and transported from their collection site(s) through the Service Partner



Portal.

Operators of Community Events must provide PCA with the Net Weights of all Program Materials collected at and transported from their collection event(s) through the Service Partner Portal.

PCA recognizes that there are operational challenges and impracticalities that prevent these collection points from obtaining accurate weights at the point of collection. Net Weights reported to PCA can be those provided to the community by the transporter as recorded in Section C - Receiver / Consignee of the Movement Document / Manifest (Manifest) or as recorded on the transporter's BOL.

<sup>1</sup>

Commingled HSP materials means paint, pesticide or solvent aerosols; pesticides; or solvents that can be safely packed with other materials for transportation per PCA's Packing Standards.

## **Transporter Responsibilities**

Transporters of Program Materials are to provide the Net Weight of Program Materials transported to an approved processor for recycling or approved disposal facility.

Transporters must provide PCA with the Net Weight of Paints and Coatings, Non-refillable Pressurized Containers, and Lighting materials transported from collection sites or, in the case of Lighting, Large Volume Generators (LVGs) through the Service Partner Portal.

Transporters must provide the Net Weight of commingled Ontario HSP materials collected at community depots or Program Materials collected at community events to the community that collected the material, and that community will report the Net Weights to PCA through the Service Partner Portal.

PCA recognizes that it is not always feasible or efficient for both the transporter and the processor to weigh Program Materials. It is recommended, but not required, that weighing be conducted by the processor.

A transporter may deliver Program Materials to a consolidation point prior to delivering it to an approved processor or approved disposal facility. In such cases, the transporter must follow the Consolidated Load Procedure to document Net Weights of Program Materials for each material reporting category from each originating site before Program Materials are consolidated.

If contamination is found and discarded during the repacking/consolidation process, then the transporter must report the type of contamination and the disposal method to PCA by filing a diversion report. The total Net Weight of Program Materials consolidated and transported to the processor or disposal facility plus the weight of discarded materials recorded on the diversion report must match the original Net Weight of Program Materials received at the consolidation point. These totals will be reviewed by PCA on a regular basis as part of its chain of custody audits.

## **Processor or Disposal Facility Responsibilities**

Processors of Program Materials are to provide the Net Weight of Program Materials received at their processing facility and the end fate weight by each material category for each PCA Program.

Processors must provide PCA with the Net Weight of Paints and Coatings and Non-refillable Pressurized Containers materials transported from collection sites and delivered to their processing facility through the Service Partner Portal.

Although processors do not report all Program Material weights to PCA through the Service Partner Portal, processors must provide PCA with the Net Weight of all Program Materials received and end fate weights through their diversion reports. All recycling and disposal activities must be detailed on the diversion reports. The total Program Material and end fate weights recorded on diversion reports should match the total Net Weight of Program Materials received by the processor. These totals will be reviewed by PCA on a regular basis as part of its chain of custody audits.

## **Requirements for Service Providers Weighing Program Material**

- Service providers weighing any Program Material must have the necessary equipment to accurately weigh regardless of container type, including the ability to subtract the Tare Weight from the Gross Weight.
- Service providers that weigh Program Material in PCA Ontario programs are required to calibrate and certify their scales at least once per year and provide PCA with such certification upon request.
- Program Material can be weighed in the transportation container (205 L drum, Gaylord box, cardboard box, metal bin, etc.) in which it is packed. There is no requirement to weigh each individual item packed within the transportation container.
- Transportation containers originating from the same collection site or LVG (in the case of lighting) and containing the same waste class or material category may be weighed together if the scale has sufficient capacity. These containers may be grouped together on a pallet to reduce handling time. In this case, the weight of the pallet together with the weights of the empty containers will form the Tare Weight and will need to be subtracted from the Gross Weight to obtain the Net Weight.
  - For example, four 205 L drums of 145B – Paints, Stains and Coatings from a single collection site may be weighed together on a pallet. The total weight is the Gross Weight. The weight of the pallet and the four empty 205 L drums is the Tare Weight.



- The following equation must always be true.

$$\text{Net Weight} = \text{Gross Weight} - \text{Tare Weight}$$

## Approved Methods for Service Providers Weighing Program Material

### 1. Determine Actual Weight

Service providers:

- weigh the actual Gross Weight,
- remove the Program Material contents from the containers,
- weigh all empty containers and pallet, if applicable, to obtain the Tare Weight
- use the formula to determine the Net Weight
  - $\text{Net Weight} = \text{Gross Weight} - \text{Tare Weight}$

### 2. Use Average Tare Weight

Service providers:

- weigh the actual Gross Weight,
- determine the average Tare Weight to apply, as approved by PCA
- use the formula to determine the Net Weight
  - $\text{Net Weight} = \text{Gross Weight} - \text{Tare Weight}$

For additional details on approved program Tare Weights, contact Product Care at [onclaims@productcare.org](mailto:onclaims@productcare.org)