

Ontario Hazardous and Special Products Instructions for Weighing

**Effective Date: October 1,
2021**

Overview

Product Care Association (PCA) requires that all Ontario Hazardous and Special Product (HSP) 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 (ex. 205 L drum, gaylord box), skid where used plus its contents, measured in kilograms unless otherwise noted.

Tare Weight means the weight of the empty container (eg. 205 L drum) 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 the HSP material(s) and the container 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 Documents / Manifests or Bills of Lading. Refer to Provincial &/or Federal legislation for those instructions. This document does detail PCA's expectations of service providers to supply accurate weights.

Collector Responsibilities

Operators of Municipal Depots and Municipal Events are to provide PCA with the Net Weights of commingled¹ Ontario HSP materials transported from their collection sites by Resource Productivity and Recovery Authority (RPRA) HSP registered and PCA approved service providers. 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 should be those provided to the municipality by the transporter as recorded in Section C - Receiver / Consignee of the Movement Document / Manifest (Manifest) or as recorded on the transporter's BOL.

¹

Commingled Ontario HSP material means aerosol containers that can be safely packed with other materials for transportation as per PCA's packing standards.



180 Attwell Drive, Suite 380
Toronto, ON, M9W 6H8
Toll Free: 1-877-592-2972
ontario@productcare.org

Transporter Responsibilities

Transporters of Ontario HSP material are to provide the Net Weights of HSP material transported to an approved processor for recycling or safe disposal (End Processor).

Net Weights are to be reported to PCA via the Service Partner Portal with the exception of commingled Ontario HSP material collected by municipalities, in which case Net Weights are to be provided to the municipality that collected the material, and that municipality will report them to PCA.

PCA recognizes that it is not always feasible or efficient for both the transporter and the End Processor to weigh the HSP material(s). It is recommended, but not required, that weighing be conducted by the End Processor.

End Processor Responsibilities

End Processors of Ontario HSP material(s) are the Receivers / Consignees and are responsible for completing Section C of the Manifests or the applicable section on the transporter's BOL with Net Weights. End Processors must have the necessary equipment to accurately weigh all Ontario HSP material received regardless of container type, including the ability to subtract the Tare Weight from the Gross Weight.

Net Weights are to be reported to PCA via the Service Partner Portal with the exception of Commingled Ontario HSP material(s) collected by municipalities, in which case Net Weights are to be provided to the municipality that collected the Ontario HSP material, and that municipality will report them to PCA.

End Processors must provide diversion reports to PCA 30 days after the end of each quarter. All recycling and disposal activities must be detailed on the diversion reports, and net weights of material directed to each activity must be provided. The total Net Weight of Ontario HSP material(s) recorded on diversion reports should match the total Net Weight of Ontario HSP material received. These totals will be reviewed by PCA on a regular basis as part of its chain of custody audits.

Tips for Weighing Ontario HSP Materials

- All HSP material should be weighed in the container (205 L drum, Gaylord box metal paint container, 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 and containing the same waste class 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 empty weights of the 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 205 L drums is the Tare Weight.
- The following equation must always be true.

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