**Tool 4.A2 Recycling assessment questionnaire**

1. **General**

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| **Name of the recycling entity** |  | |
| **Address** |  | |
| **Type of recycling entity** | * Scrap collector (also called waste picker or scavenger, i.e. person collecting the recyclables “for free” and selling them to another recycling entity) * Small scrap shop (also referred as middle man (i.e. person/entity who purchases the recyclables from scrap collector at a low price, store them and resell them in bulk to either a medium scrap shop or to a waste dealer with a higher profit margin) * Medium scrap shop (which has the same function then small scrap shop but which focus on buying more specific materials, in bigger quantities and resell in bulk to a big waste dealer) * Waste dealer (i.e person/entity who focus on buying more specific materials in bigger quantities and sell then the materials in large quantities to the recycling or production industry at a higher price) * Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| **Recyclables/ materials** | What kind of recyclables/materials is the recycling entity handling? | |
| * Plastic   + PET bottles   + Hard plastic   + Soft plastic   + Other:\_\_\_\_\_\_\_\_\_\_\_\_\_ * Paper   + Newspaper   + Books   + Other: \_\_\_\_\_\_\_\_\_\_\_\_\_ * Cardboard   + Cardboard   + Egg crates   + Other:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ * Glass   + Full glass   + Broken glass   + Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | * Metal   + Cans   + Ferrous metal   + Non-ferrous metal   + Other:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ * Textile & shoes   + Clothes in good condition   + Mix of clothes and textile   + Shoes in good condition   + Shoe sole   + Other:\_\_\_\_\_\_\_\_\_\_\_\_\_\_ * Other   + \_\_\_\_\_\_\_\_\_\_\_\_\_\_   + \_\_\_\_\_\_\_\_\_\_\_\_\_\_   + \_\_\_\_\_\_\_\_\_\_\_\_\_\_   + \_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Recyclables collection/pick-up system** | How would the recyclables be collected/picked-up:   * Collected at the school by the recycling entity * Brought by the school to a collection point * Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| **Conditions for recyclables collection/pick-up** | Is there any condition that need to be fulfilled so that the recyclables can be collected/picked-up?   * Formal contract needed : YES or NO * Minimum amount of recyclables required\*: YES or NO   If yes, specify the amount required (volume or weight) and unit: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   * Other:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   \* *Specific amounts for each recyclables material can be specified in part B of this questionnaire* | |
| **Other remarks & observations** |  | |

1. **Material specific**

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|  | **Material 1: \_\_\_\_\_\_\_\_\_\_\_\_\_** | **Material 2:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | **Material 3:\_\_\_\_\_\_\_\_\_\_\_\_\_** | **Material 4:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | **Material 5: \_\_\_\_\_\_\_\_\_\_\_\_\_** |
| 1. **Pre-processing needed** | | | | | |
| For each material, specify if the material need to be:   * Cleaned * Dried * Sorted (according to color, type, etc.) * Cut * Shredded\* * Baled\* * Other:\_\_\_\_\_\_\_\_\_\_\_\_   *\* Relevant for plastic* |  |  |  |  |  |
| 1. **Prices** | | | | | |
| For each material, specify the buying price per unit (volume or weight).  Specify what is the price based on (e.g. national/international market prices, collection and process costs, etc.)  Specify if the price is fixed over the year or might fluctuate according to recycling market |  |  |  |  |  |
| 1. **Collection/ pick-up** | | | | | |
| For each material, specify the minimum amount required for collection/ pick-up (if any) and the collection/ pick-up frequency. |  |  |  |  |  |
| 1. **Other remarks/ observation** | | | | | |
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