



# RECYCLING CERTIFICATION INSTITUTE



## CORR PROTOCOL EVALUATION REPORT

**Richard S. Burns and  
Company Inc.**

**4300 Rising Sun Avenue  
Philadelphia, PA 19140**



**Environmental Service  
Management Group, Inc.**

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Date Performed: 4.10.25

Evaluator: Michael D. Buono



## **Executive Summary**

This report corresponds to the evaluation of the application for CORR Certification submitted to the Recycling Certification Institute (RCI) by Richard S. Burns and Company Inc. located at 4300 Rising Sun Avenue in Philadelphia Pennsylvania.

This evaluation was conducted by Environmental Service Management Group, Inc. (ESMG) which is a certified evaluating body of RCI and represents an independent review of data and information provided to the Institute. Due diligence was followed to ensure Duty of Care and Duty of Loyalty to the Institute and to manage any Conflict of Interest. RCI Evaluators Manual 2.0 (EM) and RCI General CORR Protocol 1.9 (GCP) were used to guide the evaluation process as is standard practice for all Evaluations.

The evaluation found neither material or immaterial misstatements nor deviations from the described process train for the operations at the Richard S. Burns and Company Material Recovery Facility. RCI uses a 95% confidence level as its Minimum Quality standard when calculating recovery or recycling rates using the weights of materials recovered and recycled. The twelve months of recovery and recycling data submitted was within the quantitative materiality threshold of 95% (less than 5% error) per EM Section 2.2.3.

## **Overview of the Richard S. Burns Facility and Operations**

The Richard S. Burns and Company Material Recover Facility is located at 4300 Rising Sun Avenue in Philadelphia PA. The thirteen-acre site that includes a seven-acre recovery compound, was established in 1960 and currently services the Greater Philadelphia and Delaware Valley Region. The Burns Materials Recovery Facility (MRF) has a total capacity of 547,500 tons per year processing up to 1,500 tons per day of waste and materials. The facility operates within the Philadelphia City's Department of Sanitation Waste Management Plan, under Permit #101429 issued by the Pennsylvania Department of Environmental Protection.

The Richard S. Burns and Company facility is centered around a unique technology-driven way of collecting, tracking, and processing commingled or source separated construction debris. The Material Recovery process and TOMMYcart® System designed by members of the Richard S. Burns and Company team (holding multiple US Patents for design and use) is an innovative cart distribution, collection, and recovery tracking system. The TOMMYcart® System utilizes unique identification technology allowing carts to be assigned to a specific project site, client, or tradesmen, able to track waste from inception at the point of generation, through collection, separation, and recovery activities. This industry-leading technology aligns directly with materials management tracking and reporting requirements of projects following the US Green Building Council's Leadership in Energy & Environmental Design (LEED) Rating System for green building certification.

Richard S. Burns and Company accepts comingled and source separated construction and demolition debris. The materials accepted include cardboard and paper, wood, gypsum/wallboard, metals, plastics, carpet, padding and foam, concrete, asphalt, stone, and porcelain, clean fill, glass, landscaping, roofing materials, ceiling tiles, and tires.

The facility operates 6 days per week (Monday through Friday) from 6am to 5pm, and Saturdays from 7am to 3pm. The facility has a permitted capacity of 547,500 tons per year and currently processes 60,902 tons per year, which is consistent with most recent 12 months of operational reporting data.

## **Materials Sorting and Processing**

Upon entry to the processing system staging area, loaded Tommy® carts unique identifier is scanned to retrieve specific customer and project information. After initializing the computer system to retrieve ticket/batch information the cart is weighed, and gravity fed onto the feed conveyer, the material is photographed as it moves to the sort line. Materials are hand separated by commodity into bins, each bin having a built-in certified and calibrated scale. The empty cart weight is collected. After completion of each ticket/batch, the system compiles the sorted commodity by weight per ticket/batch. The data is compiled and stored per ticket/batch. Commodity bins are zeroed out upon completion of each ticket/batch. Project specific material recovery reports may be generated at any time thereafter.

Full commodity bins are emptied via gravity feed into Sorties® which are positioned below the sort line. Sorties® are custom made patented bins with two wheels and moved using a Teletruck to transport sorted materials from the commodity bins to various stockpiles throughout the Burns recovery facility.

Wood-based materials are stockpiled in clean wood piles that are further processed, ground, and chipped into finished product piles. Materials are bucket loaded into trailers and rescaled upon leaving the facility. Burns removes select high quality wood beams which are used in wood shops for the manufacturing of custom furniture and cabinetry. Gypsum and ferrous metals are similarly bucket-loaded into trailers and scale weighed when leaving the facility for end market processors. Non-ferrous metals are stockpiled for further processing (baled shared or segregated into drums or dumpsters with scale tickets produced prior to sale. Cardboard is stockpiled using an automatic baler and weight via beam scale, and trailer loaded and weighed upon shipment. Plastic processing is based on type, baled, or pipe cut for PVC, and weighed upon shipment. Carpet and padding are baled and stockpiled prior to shipment. Concrete is stockpiled then sized through crushing prior to being weighed and sold as fill or roadbed product.

Material unsuitable for market is used as Barrier® (ADC) feedstock sized through grinding and blended into Barrier® cover material. Trailer loads of material are weighed prior to sale. Non-Hazardous unmarketable Municipal Solid Waste (MSW) is stockpiled for shipment to permitted landfill or incinerated in waste to energy.

## Development of Evaluation Plan

Richard S. Burns and Company initiated the certification process by registering at <https://www.recyclingcertification.org/registration/> and subsequently submitted an Application for Certification. The application included monthly and annually detailed and summarized tonnage reports, lists of markets (material recipients and their contact info), and a variety of other background documents. Other information provided through the intake process includes:

- Name of the facility
- Facility address
- City/state where the facility is located
- Facility type
- Scale(s) certified (required)
- Permits – state/local registration/permit number
- Hours of facility operation
- Current tons of Inbound and Outbound materials
- Name of company contact person, their position/title, and contact information
- Website address

On April 10, 2025 RCI Evaluators conducted interviews with the Richard S. Burns and Company ownership team of Allen T. Burns, Andrea E. Burns, Ryan Fitzpatrick of Business Development, and key members of the facility environmental safety and operations staff, regarding the submittal of documents that would be used in preparation for the Evaluation. Key elements of this information can be found in the CORR Protocols Edition 1.9, Appendices A and B. ESMG also provided an overview of the evaluation process to aid in the streamlining and completion of activities on the day of the site visit. On-site review would include:

- Tour of the facility
- Verify process train of materials as stated in Application for Certification
- Verify proper sorting and storage of the materials
- Verify use and calibration frequency of certified scales
- Observe and verify weighing of materials and electronic storage of information
- Observation and verification of load/material sorting and accuracy
- Observe and verify QC measures are in place to ensure accuracy in recovery and uploading of facility data
- Review of recyclables sales records
- Confirmation of permits
- Interviews with key personnel
- Review of employee training/safety manuals
- Calculation of variance in recovery and recycling rates
- Other materials/documentation that may aid in preparation of a Facility Evaluation Report and Evaluation Opinion.

Richard S. Burns and Company submitted inbound/outbound records from November 2023 to October 2024 for review to determine accuracy of the mass-balance calculations.

The facility provided spreadsheets derived from their software that allowed for calculations and data review as well as determination of random sampling to occur during the site visit including weights, dates, materials, tons, etc.

### **Site Visit 4.10.2025**

Environmental Service Management Group Inc., a certified RCI evaluating body, performed an on-site evaluation of the Richard S. Burns and Company facility. Andrea E. Burns served as lead contact for the facility throughout the evaluation process. Andrea E. Burns is responsible for submitting the initial Application for Certification and responding to subsequent inquiries. Andrea E. Burns and Allen T. Burns conducted a full walk-through of the facility, examining where materials enter, where they are measured, deposited, processed/sorted, and eventually leave the facility.

The review included follow-up questions from the initial data review. Interviews of staff associated with the key areas of the operations, particularly those staff who have access authority and responsibility for maintaining, reviewing, and overall integrity of the Richard S. Burns and Company data, were conducted. ESMG also reviewed the facility training materials to determine if adequate QC existed for those staff with the potential to directly affect the recycling and recovery rates reported by the facility and determined adequate and ongoing training exists in these key positions to maintain QC of processes and data.

### **Regulatory Compliance Test**

*The Richard S. Burns and Company facility possesses the necessary permits to operate*

Richard S. Burns and Company has operated as a resource recovery facility since 1960. It operates under Permit #101429 issued by the Pennsylvania Department of Environmental Protection. There have been no communications from regulatory agencies in the past twelve months regarding noncompliance with permitted operations or other regulations governing the operations of this facility. No irregularities were found involving management or employees who have a significant role in internal controls, or that could have a material effect on the reporting of the Richard S. Burns and Company facility recycling rates.

### **Use of Scales**

*ESMG concludes that this facility satisfies the requirements for use of scales*

The scale house is equipped with two truck scales, one used for inbound vehicles, and one for outbound vehicles. All inbound and outbound transactions are tracked through the Richard S. Burns and Company facility's scale operating system and managed by trained weight masters as verified by ESMG, Inc. All inbound and outbound materials cross the scale, and measurement values are both manually and electronically recorded. This method provides verification at the end of each day for accurate reporting.

The truck scale weighs all inbound and outbound materials. The facility complies with requirements established by the Pennsylvania Standards Laboratory (PSL) that oversees scale calibration under the authority of the Pennsylvania Department of General Services. The PSL requires the use of National Type Evaluation Program (NTEP) approved Class III Scales. Title 75 Pa C.S.A. requires these scales to be certified annually by the Pennsylvania Department of General Services. Scale Calibrations are performed semiannually by McIntyre Scale, an independent certifying company, John J. McIntyre Son Inc., 514-516 Knorr Street, Philadelphia, PA 19111.

#### Materials In

Information gathered on incoming material consists of:

1. Customer name
2. County of origin
3. Scale ticket number
4. Description of vehicle
5. Scale attendant
6. Inbound material type
7. Date in
8. Gross Weight

#### Materials Out

Information collected on outgoing trucks consists of:

1. Time out
2. Tare Weight
3. Tons

For outbound materials, much of the same information is compiled but listed here below for transparency:

1. Code assigned to each destination
2. Truck information
3. Commodity
4. Customer name
5. Date and time out
6. Ticket number
7. Gross weight
8. Tare weight
9. Total tons

All Inbound and Outbound data is entered into Richard S. Burns and Company' software system is for purposes of reporting and data collection.

## **Outbound Materials and Markets**

Richard S. Burns and Company has provided ESMG with a list of materials/end markets and end uses of the output products' compositions. Wood based products are shredded and sold for mulch, boiler fuel and furniture from wood products. Mixed Plastics, HDPE (crates and buckets), PVC pipe, and vinyl siding are baled and resold for new plastic products such as planters. Gypsum is used as field line marking and for soil amendments. Metals (ferrous and non-ferrous) are sold for new products. Cardboard cores are baled and shredded for use in new product manufacturing. Made from the shredding and blending of fines, Richard S. Burns and Company's Barrier® product is used for alternative daily cover soil substitute (ADC). Aggregate, including crushed block, brick, concrete, and dirt, is recycled as clean fill materials. Municipal solid waste is used for waste-to-energy production.

## **Supporting Data for Rate Estimates**

*ESMG, Inc. concludes that Richard S. Burns and Company maintains required supporting data as required for recycling and recovery rate estimates*

Richard S. Burns and Company provided twelve months of reports for inspection, consistent with operations data submitted from November 2023 to October 2024. ESMG randomly selected records for sampling to cross-check entries in the electronic reports to ensure accuracy. A sample of outbound loads was selected to further confirm the disposition of materials recorded as having left the facility.

## **Data Transcription and Management**

*Sufficient QC exists for creation of reuse and recycling rate tables from software systems used at the Richard S. Burns and Company facility*

ESMG, Inc. interviewed Andrea E. Burns regarding their electronic data collection and the generation of all reports as well as supporting mass balance spreadsheets. Richard S. Burns and Company connects data corporately using a custom designed and developed software solution. Material data is both automatically entered and manually entered where required for back up purposes, into the system for accounting purposes. These reports are periodically reviewed to verify accuracy.

The spreadsheets are generated and reviewed before submittal (uploading) to the evaluator. Based on the critical need for accurate monthly spreadsheets for internal and customer accounting, ESMG has reviewed and verified all procedures, observed competencies, as well as ongoing training of the individuals involved in the data entry, and final crosscheck, ESMG concludes that sufficient QC exists for data transcription and management per the EM 4.7.

## **Individuals Properly Trained for Functions They Perform**

*Richard S. Burns and Company employees receive adequate in-house initial orientation as well as recurring training, including training from outside sources when necessary*

ESMG, Inc. reviewed the training schedules and guidelines as well as conducted interviews with key employees during the site visit. Richard S. Burns and Company conducts training for employees involved in safety, vehicle operation, load-checking, sorting, and inspection.

Initial or new hire training is performed for all incoming employees. Additionally, annual safety training is done, focusing on proper lifting/lowering techniques, slip/fall prevention, defensive driving training, as well as space and visibility training. Safety meetings focus on current commodity trends, and possible hazards. Daily observations performed by operations staff and safety team ensure training is being applied. Follow up training is performed for all warnings and violations given.

The Richard S. Burns and Company safety manual and education follows all OSHA regulations. All training certifications, logs, and safety records are stored on-site for immediate review. Training records identify all key information on employees' training, including documentation by the trainer of successful completion.

ESMG, Inc. observed these employees in the scale house and designated tipping and sorting areas. Employees were observed utilizing proper safety equipment and clear signage was posted.

Based on the observations of staff, the work areas, and the initial and ongoing training of Richard S. Burns and Company employees, ESGM concludes that the facility provides employees with the requisite training.

## **Performance Standard Test**

*Reported recovery and recycling rates are within 5% allowed threshold.*

ESMG requested electronic copies of mass balance spreadsheets for Richard S. Burns and Company before scheduling a site visit. Formulas were reviewed by ESGM and their validity assessed. Select transactions were identified for further review during the site visit. The recycling and recovery rates information submitted by Richard S. Burns and Company fell within the 5% tolerance threshold defined per the EM. ESGM concludes that Richard S. Burns and Company reported reuse and recycling rates satisfy the Performance Standard Test required per the EM.

## Evaluation Statement Overview

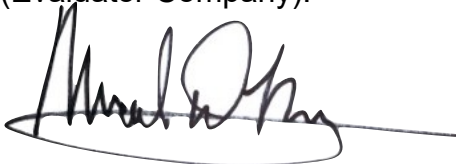
ESMG finds that the Richard S. Burns and Company facility's operation meets RCI's eligibility requirements, based on the following factors:

- Review of the data from the Richard S. Burns and Company facility operations.
- Findings according to RCI protocols via the evaluation process.
- On-site visit and interviews with staff.

The Richard S. Burns and Company facility is in compliance with all measurement and record-keeping requirements and has no existing material or significant immaterial non-conformance or misstatements in its reported data. ESGM hereby recommends that the recovery and recycling rates submitted by the Richard S. Burns and Company facility be certified as real rates as outlined in the EM per RCI CORR protocol.

The undersigned hereby certify that the information provided herein is true, complete, and accurate; they have read and understand the protocols developed by RCI and are familiar with the requirements of RCI. Furthermore, they also certify that any signatories duly elected, qualified, and acting officers of their respective organizations and that their organizations agree to be bound to the protocols of RCI.

For (Evaluator Company):



President  
Director of Program Development

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By

Title

Michael D. Buono

May 15, 2025

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Print Name

Date

For Richard S. Burns and Company, Inc.



Director

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By

Title

Andrea E Burns

June 3, 2025

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Print Name

Date