



# RECYCLING CERTIFICATION INSTITUTE



## CORR PROTOCOL EVALUATION REPORT

ReSource Waste Services  
of Epping Inc.  
270 Exeter Road  
Epping, NH 03042



**Environmental Service  
Management Group, Inc.**

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December 16, 2024

Evaluation Body:

Environmental Service Management Group, Inc.



## **Executive Summary**

This report corresponds to the evaluation of the application for CORR Certification submitted to the Recycling Certification Institute (RCI) by ReSource Waste Services of Epping (RWS Epping) located at 270 Exeter Road, in Epping, NH 03042.

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 nor immaterial misstatements nor deviations from the described process train for the operations at the RWS Epping 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 RWS Epping Facility and Operations**

RWS Epping, located at 270 Exeter Road in Epping, NH, operates a 78.9-acre recycling facility established in 1996. The facility operates under Permit #DES-SW-SP-92-003 as issued by the New Hampshire Department of Environmental Services.

As permitted, RWS Epping is a commercial processing facility for construction and demolition debris. RWS Epping is a full service and recycling operation accepting all types of construction and demolition (C&D) debris including treated wood (creosote poles, pilings, railroad ties) and untreated wood, painted and unpainted, and pressure treated wood (pallets, brush, stumps, and other wood materials). Additional accepted materials include concrete, brick, asphalt, metal, insulation, wire, glass, carpet, gypsum, corrugated container board, plastics, tires, white goods, and appliances.

RWS Epping operates 6 days per week (Monday through Friday) from 7am to 5pm, and Saturdays from 7am to 12 noon for incoming material, and has extended permitted hours for operational processing through 11pm on weekdays.

RWS Epping has a permitted capacity of 250,000 tons per year and currently processes 115,000 tons per year, which is consistent with the most recent 12 months of operational reporting data.

## Materials Sorting and Processing

Loads of mixed debris are off-loaded and visually inspected, and oversized bulky waste, appliances, batteries, CRTs/ TVs are separated and set aside from the main facility staging stockpile. Materials are loaded by excavator into in-feed conveyors passing over a disc screen to separate materials by size. Small-sized materials passing through the disc screen are conveyor fed for additional processing. Larger materials are discharged to first line hand picking for sorting and classification of non-recoverable materials, which are separated as residual waste. Recyclable materials, including large non-wood materials, metal, rock, and clean aggregate, are picked and deposited into bins for storage.

Secondary sorted oversized materials are moved by conveyor to wood hog for size reduction, magnetic separation of ferrous metal, then conveyed to a picking station for further removal of bulky waste, CCA pressure treated woods, and metals. Material exiting the picking station is discharged to the float tank light fraction discharge conveyor. The under-sized stream is conveyed to a magnet for metals removal and then screened. The fine material that passes through the screen drops onto a conveyor for transport and discharge outside the building as fines.

The larger processed material moves through a secondary picking station where the bulky waste, pressure treated wood, and non-ferrous metals are manually separated and deposited into a self-tipping residue container, and later transferred into a roll-off container outside the processing building. The wood-aggregate mix from the picking station is conveyed to a float tank where wood is floated across the top while the aggregate or heavy fraction sinks to the bottom of the tank. Non-floating aggregate is removed from the float tank by a discharge conveyor and passes a magnet for ferrous metal removal and conveyed outside the building as a processed aggregate mix.

The wood (or floated) portion of the mix is transferred by screen conveyor to allow water to recycle back into the enclosed float tank. The wood fraction from picking station discharges and wood-floated material is conveyed into a wood hog that shreds the material to the end users specified processed material size. Wood chips exiting the wood hog pass under a magnet for ferrous metals removal prior to being conveyed to a screen. The screen can be adjusted to manufacture various wood products to meet end-users specifications. Facility staff provides quality control of the stockpile removing plastic, metals, and other visible contaminants.

## Development of Evaluation Plan

The RWS Epping facility 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

ESMG conducted an interview with Frederic Bruneau, Environmental and Safety Manager, regarding 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. ESGM 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.

The RWS Epping facility submitted inbound/outbound records from September 2023 to August 2024 for ESGM's 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 12.16.2024**

Environmental Service Management Group Inc. (ESMG), a certified RCI evaluating body, performed an on-site evaluation of the RWS Epping facility. Frederic Bruneau, served as lead contact for the facility throughout the evaluation process. Frederic was responsible for submitting the initial Application for Certification and responding to subsequent inquiries, as well as conducting 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, in particular, those staff who have access authority and responsibility for maintaining, reviewing, and overall integrity of the RWS Epping facility 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 RWS Epping facility possesses the necessary permits to operate.*

The RWS Epping facility has operated as a resource recovery facility since 1996. It operates under Permit #DES-SW-SP-92-003 as issued by the New Hampshire Department of Environmental Services. 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 RWS Epping 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 RWS Epping facility's scale operating system and managed by trained weighmasters 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 Division of Weights and Measures under the authority of the New Hampshire Department of Agriculture, Markets and Foods, and is required to maintain scales. Scales are maintained and calibrated annually by an independent firm and inspected by the New Hampshire Department of Agriculture, Markets and Foods-Division of Weights and Measures as required by law.

### 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 RWS Epping's software system for purposes of reporting and data collection.

### **Outbound Materials and Markets**

RWS Epping has provided ESMG with a list of materials/end markets. RWS Epping sells its recovered commodities for use in a variety of product applications. The facility specializes in the processing and recovery of wood used as biomass fuel, medium density fiberboard (MDF), and other products. Cardboard is separated from other materials, baled, and sold as a commodity. Plastic is collected, sorted, and sent to established end markets. Metals are collected and included with RWS Salem metals processing and re-sold to various markets.

### **Supporting Data for Rate Estimates**

*ESMG, Inc. concludes RWS Epping maintains required supporting data as required for recycling and recovery rate estimates.*

RWS Epping provided twelve months of reports for inspection, ranging from September 2023 to August 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 RWS Epping facility.*

ESMG, Inc. interviewed Frederic Bruneau regarding their electronic data collection and the generation of all reports as well as supporting mass balance spreadsheets. RWS Epping connects data corporately using SOFT-PAK software solutions. Material data is manually entered 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, ESGM has reviewed and verified all procedures, observed competencies, as well as ongoing training of the individuals involved in the data entry, and final crosscheck, ESGM concludes that sufficient QC exists for data transcription and management per the EM 4.7.

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

*RWS Epping 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. RWS Epping 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 RWS Epping 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 RWS Epping employees, ESGM concludes that the facility provides employees with the requisite training.

## **Performance Standard Test**

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

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

## Evaluation Statement Overview

ESMG finds that the ReSource Waste Services of Epping facility's operation meets RCI's eligibility requirements based on the following factors:

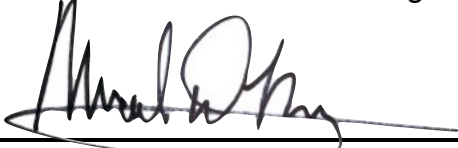
- Review of the data from the RWS Epping facility operations.
- Findings according to RCI protocols via the evaluation process.
- On-site visit and interviews with staff.

It is in compliance with all measurement and record-keeping requirements and has no existing material or significant immaterial nonconformance or misstatements in its reported data. ESGM hereby recommends that the recovery and recycling rates submitted by the ReSource Waste Services of Epping 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):

For Environmental Service Management Group:

 _____	Certified RCI Evaluator _____
By	Title
Michael D. Buono _____	February 5, 2025 _____
Print Name	Date

For Resource Waste Services - Epping:

 _____	Environmental and Safety Manager _____
By	Title
Frederic Bruneau _____	February 10, 2025 _____
Print Name	Date