

EXECUTIVE SUMMARY

Waste Solutions conducted a waste audit at Sun Life Centre for BentallGreenOak to achieve compliance with *Ontario Regulation 102/94: Waste Audits and Waste Reduction Work Plans* (Ontario Regulation 102/94) and *Ontario Regulation 103/94* set by the Ministry of the Environment, Conservation and Parks (MECP).

The audit was conducted on June 12, 2024, and followed the Recycling Council of Ontario's (RCO) Standard Waste Audit Methodology (SWAM). Waste Solutions analyzed a 24-hour sample of waste that consisted of all the non-hazardous, solid waste generated from regular activities at the site, including waste destined for reuse, recycle, and disposal. Table 1 provides a summary of the audit findings.

Table 1. Summary of audit findings.

	SAMPLE VALUE	ANNUAL VALUE
TOTAL WASTE GENERATED	744.60 kg	246,373.00 kg
TOTAL WASTE SENT TO LANDFILL	514.23 kg	119,960.00 kg
TOTAL WASTE DIVERTED FROM LANDFILL	220.22 kg	119,703.83 kg
TOTAL CONTAMINATION	10.15 kg	6,709.17 kg
OVERALL CONTAMINATION RATE	5.31%	
OVERALL DIVERSION RATE	48.59%	
OVERALL CAPTURE RATE	57.19%	

See **Appendix C: Waste Audit Calculations** for the definitions and formulas for the various rates calculated within this table.

In addition, Waste Solutions observed the site's current waste collection, handling, and storage practices, as well as the organization's culture and attitude towards sustainability and waste diversion.

Using the information gathered through the site observations and the waste audit, Waste Solutions created meaningful recommendations to increase the site's diversion and capture rates; improve on-site waste collection and handling processes; and inspire change within the culture of the organization. The following recommendations were created for BentallGreenOak:

1. Optimize Diversion Streams
2. Reduce Waste Generated Onsite
3. Employee Education and Engagement