

Frequently Asked Questions



How do I know if and when my business will be inspected?

Every commercial business and multi-family property is subject to receiving a random recycling system inspection annually. While some smaller businesses are subject to a 3-year inspection cycle, all food establishments are inspected on an annual basis. Be prepared for your recycling system inspection by reviewing the **Recycling System Compliance Checklist for Business Owners/Managers**.

Why do I have to submit a Trash and Recycling (T&R) Plan online if I submitted a plan last year and the information hasn't changed?

Submitting the T&R Plan is an *annual requirement*. If your plan information is the same, simply log on to Re-TRAC, upload a recent trash and recycling service invoice and update your electronic signature. The requirement is to ensure that the survey information is accurate and up to date. If you are new to Re-TRAC we have a **Step-by-Step Re-TRAC Guide** to help you get started.

I am a tenant of a commercial building or strip center and don't coordinate the overall trash and recycling system, what am I responsible for during a recycling system inspection?

Commercial tenants are responsible for maintaining a compliant recycling system within the establishment, which includes providing recycling receptacles for customers and employees, as well as recycling education and training for employees. Consult our **Recycling System Compliance Checklist for Business Owners/Managers** to ensure that your establishment is meeting each of the recycling system requirements.

A majority of the waste in my establishment is non-recyclable, do I still need to provide recycling receptacles?

County Code requires a recycling bin paired with a trash can if it is "reasonably expected" that recyclable materials would be disposed of there. A recycling receptacle must be made available in any establishment for employees, customers, and visitors even if the occurrence of recyclable waste is infrequent. Arlington wants to ensure residents, employees, business customers and visitors have similar recycling opportunities throughout establishments within the County.

*Questions about recycling system compliance in Arlington County? Check out the **Recycling Requirements Brochure** and the **Recycling System Compliance Checklist for Business Owners/Managers**.*