

	Question	Answer
<b>General</b>		
1	Where can I find the ‘National Guidebook’ on the MMSW website?	The National Guidebook can be found on the CSSA website here: <a href="#">National Guidebook</a> .
2	This program has grown in Canada from 2 provinces 5 years ago to 5 provinces at the present time. Are all provinces going to have this program implemented by CSSA in the next few years?	Increasingly provinces are adopting Extended Producer Responsibility (EPR) regulations that shift the cost to manage packaging and paper from municipalities and taxpayers to the businesses that supply these materials to consumers. When a province introduces an EPR regulation, CSSA responds on behalf of obligated businesses and provides these businesses with a number of services including one-stop-shop services for registration, reporting and payment of stewardship obligations. This eases the administrative and cost burden on stewards. CSSA also works to develop national standards and benchmarks for controlling steward fees and works to align various provincial programs across standard financial and other performance benchmarks.
3	How can we sign up for email reminders so that we know when you post slideshows or different steward documents online?	Please visit the <a href="#">MMSW Home Page</a> and submit your contact information under the “Connect with Us” section. If you experience any difficulties or are not able to find the information you require, please contact a member of our Steward Services team at 1-888-980-9549.
4	Many businesses that we have spoken to are unaware of the regulations/requirements. How does MMSW plan to follow-up with businesses that have not registered?	MMSW has contacted thousands of Saskatchewan based companies, as well as non-SK based companies that are likely to sell products to SK residents, to notify them of the new recycling regulation. However, if you are aware of companies that you believe are obligated by the Regulation but have not yet registered with MMSW, please provide MMSW with the names of those businesses and we will follow-up with them.
5	There are a lot of deadlines that you’ve mentioned. Can you please go outline the key dates for the various stakeholders (e.g. small business, municipalities, etc.)	<ul style="list-style-type: none"> <li>- Voluntary Stewards who wish to join MMSW will need to submit a valid Membership Agreement and register on the portal by June 1, 2014;</li> <li>- Reports for the 2014 obligation year need to be submitted by June 30<sup>th</sup>, 2014</li> <li>- Fees will be published in October 2014</li> <li>- Invoice installments will be sent out quarterly starting January 2015: <ul style="list-style-type: none"> <li>o Jan 1<sup>st</sup>, April 1<sup>st</sup>, July 1<sup>st</sup> and Oct 1<sup>st</sup>, 2015.</li> <li>o Payments will be due within 30 days of invoice receipt</li> </ul> </li> <li>- The MMSW program launches on Jan 1<sup>st</sup>, 2015</li> </ul>

6	Do we know what percentage of SK municipalities currently have recycling programs?	We do not know what percentage of Saskatchewan municipalities currently have recycling programs but we do know that there are over 800 municipalities in Saskatchewan and that approximately 300 have expressed an interest in joining MMSW.
7	How many SK municipalities have signed contracts? What is the deadline for them to sign?	Approximately 300 municipalities have begun the process of joining MMSW. The deadline for expression of interest was May 15 <sup>th</sup> . June 30 <sup>th</sup> is the deadline for municipalities to sign a service agreement with MMSW so it is still too early to advise of the number of municipalities who have confirmed their registration with MMSW.
8	What if a municipality does not participate? Is it possible for a business in one municipality to be required to comply but not in another municipality?	Municipalities do have the option of opting in or opting out of MMSW’s program. However, if a business is an obligated steward it must report and pay on its material regardless of where it is located and regardless of the involvement with MMSW of the community where it is located. The funds it pays to MMSW will go toward paying 75% of the net costs of participating efficient municipal recycling programs across Saskatchewan, not 75% of the costs of the municipal recycling program where the business is located.
9	Will you be adding a small business representative to the CSSA Board to ensure small business concerns are heard?	The CSSA Board currently has 7 directors and is designed to have up to 16 directors according to its bylaws. CSSA’s vision is to expand the board so that it has appropriate director representation on the basis of skills, experience, sectors and regions.
10	The membership agreement signing deadline is the same as the filing date for Stewards. It would be hard for retailers to know which of their suppliers are registered so as to exclude their products from their calculation	Retailers do not need to report for obligated businesses with residency in Saskatchewan – those business are required by the regulation to report and pay on the materials supplied to SK residents. The deadline for signing a Membership Agreement for <u>voluntary</u> stewards is June 1, and the deadline for filing reports is June 30 <sup>th</sup> . That provides retailers with one month to review the list of voluntary stewards so that they know which of their suppliers have signed up as voluntary stewards and which have not. The Voluntary Steward list is available at <a href="#">MMSW Voluntary Steward List</a> .
11	B2B sales are not obligated to be included in the reporting, correct?	That is correct. Stewards are required to report the packaging and paper they provide to <u>residents</u> of Saskatchewan that will be managed in the residential waste stream.
12	Can you provide any details on program performance measures? What are they? How will they be measured? Will they be measured against a government mandated target?	The Household Packaging & Paper Stewardship Program <a href="#">Regulation</a> does not set a recovery target. However, MMSW must report to the Ministry of Environment on specific performance metrics as set out in the Regulation including: - Tonnes and kilograms per capita of WPP collected, and the tonnes and kilograms

		<p>per capita of WPP recycled by each participating municipality or its designate;</p> <ul style="list-style-type: none"> <li>- The recovery rate for each category of WPP as a percentage of the total amount generated;</li> <li>- The recovery rate of total WPP diverted as a percentage of total WPP generated;</li> <li>- The amount of revenue received by municipalities from the sale of materials</li> </ul>
<b>13</b>	Will penalties be applied for businesses that do not register and begin reporting by June 30, 2014?	The government of Saskatchewan has the authority and responsibility for compliance with the Regulation. MMSW will ensure that our members are compliant with the <a href="#">Regulation</a> , and we will support the government in identifying businesses that are out of compliance with the regulation. The Membership Agreement requires late joiners to report and pay their share of fees back to the beginning of the program.
<b>14</b>	How many stewards are not registered with MMSW? What does MMSW intend to do after June 30, 2014, if businesses do not register and begin reporting?	There are currently about 420 businesses that have begun the process of joining MMSW. We have also published a list of 192 voluntary stewards on our website. The Saskatchewan Ministry of Environment, as the regulatory authority, will also continue to work to ensure that all businesses that are obligated under the Regulation are participating and paying their fair share of the costs.
<b>15</b>	Referring to the 75% steward obligated cost, how much notice will stewards get if these percentages are going to increase?	Right now the <a href="#">Regulation</a> stipulates that stewards are responsible for 75% of the net costs of managing their WPP effective January 1, 2015. We expect the government would provide us with plenty of notice should they intend to regulate a different target.
<b>16</b>	Will you send reminder emails for submission dates and payment dates?	Yes, we send reminder emails for reporting deadlines. We also provide 30 days payment notice on our invoices and therefore consider receipt of an invoice as a payment notice, and we send Statements of Account by regular mail to stewards with outstanding balances.
<b>17</b>	When will calculators be available? Is there a formal requesting process?	Calculators for MMSW stewards are available. Please contact Steward Services for more information about calculators at 1-888-980-9549.
<b>Reporting &amp; Registering</b>		
<b>18</b>	Did you state that 2013 data would be used to calculate our 2014 obligation?	Stewards will be submitting their 2014 report, based on 2013 data, and will be invoiced in 2015.
<b>19</b>	For the first steward data report due June 30, 2014, do we report packaging for calendar year 2013? Will we start to pay in January 2015 for these materials?	Yes, stewards report full year 2013 data on June 30, 2014 and will begin making quarterly payments for this material in January 2015.

20	What is the deadline for the registration of volunteer stewards?	The deadline for voluntary stewards to submit a signed Membership Agreement is June 1 <sup>st</sup> , 2014.
21	Are the fees/tonnage only calculated on materials going into residential homes?	Yes, the <a href="#">Regulation</a> stipulates that business is responsible for 75% of the net cost of recycling packaging and paper that is supplied to SK residents. Stewards are paying for the “end-of-life” management of all obligated materials that end up in Saskatchewan’s residential waste stream.
22	Do I complete the MMSW online through the Canadian Stewardship Services Alliance (CSSA) website or is there a form that needs to be completed and submitted paper form?	Both registration with MMSW and reporting of your materials is done online on the <a href="#">WeRecycle</a> portal – no paper forms are required. If you need assistance please contact our Steward Services team at 1-888-980-9549.
23	Please confirm: We need accurate data for every month of 2013 or just one month estimate for 2013 to report on June 30 <sup>th</sup> of this year?	Stewards need to report their material quantities for the full year of 2013 as accurately as possible. We do however, leave it up to our stewards to select the best methodology for that report and we ask that you maintain your records in the event you are required to share your methodology with MMSW for verification purposes. Please feel free to discuss your preferred methodology in advance of submitting your report with a member of our Steward Services team at 1-888-980-9549.
24	What if a company doesn’t have the weights of every single product it sells? Is it OK to report based on the average weight of each category?	If stewards are unable to obtain actual data, they are able to use the ABOM method which is explained in Part 2 of the <a href="#">National Guidebook</a> . Alternatively, if you find that a different methodology would work better for you, you are welcome to use it as long as you provide your methodology in the “Methodology” section of the reporting portal. Please feel free to discuss your methodology with a member of our Steward Services team at 1-888-980-9549.
25	Can MMSW give us advice on the design of our data collection methodology?	Part Two of the <a href="#">National Guidebook</a> has been created to help stewards prepare the data for their material reports. This section of the Guidebook provides descriptions of the two primary methods for steward reporting. Ultimately, it is up to the steward to define their own methodology but please feel free to contact a member of our Steward Services team to discuss your preferred reporting methodology.
26	I understand that the 2014 obligation/fee will be based on 2013 data. Given that businesses will not be able to go back and measure/weigh, the only data they can reply on will be the annual revenues – correct?	If you do not have the weights and measures for the materials provided to SK residents in 2013, we encourage you to reach out to your suppliers of packaging and paper who should be able to provide you with the materials weights you need to create your steward report. This data, in addition to your 2013 Saskatchewan sales results can provide you with the information required for your report. You will also find resources such as the <a href="#">National Guidebook</a> to help you prepare your report.

		Additionally, you can always contact a member of our Steward Services team for more guidance on how to prepare your report.
<b>27</b>	Are we able to go back to correct reported data of previous years, and then pay/receive the differences in fee caused by the reporting correction?	Yes, stewards may request adjustments to their reports in accordance with CSSA and the provincial stewardship organization policies and rules. These policies outline time limitations and the types of adjustments allowed such as reporting errors in weights, logic errors in spreadsheets etc. Adjustments are not processed for changes in reporting methodology such as moving from a calculator or actuals. In select cases, large adjustments may be subject to third party review at the steward's expense.
<b>28</b>	Could you please give an example of a reporting simulation?	Stewards are able to view obligated materials and reporting guidelines in the <a href="#">CSSA National Guidebook</a> . Additionally you may refer to the <a href="#">Portal User Guide</a> which is designed to help stewards navigate the WeRecycle portal. However, if you require assistance with reporting please contact a member of our Steward Services team at 1-888-980-9549.
<b>29</b>	Do you have a form listing product types that require weight calculations?	Please see the <a href="#">National Guidebook</a> for the full list of materials obligated under the Saskatchewan Recycling Regulation. The National Guidebook provides a list of the obligated materials in each of the provinces CSSA supports. The SK list can be found <a href="#">here</a> .
<b>Membership Agreement</b>		
<b>30</b>	Does the Membership Agreement include a non-disclosure agreement so that companies are sure that the reported data are not used for other means?	Section 6 of the <a href="#">Membership Agreement</a> lays out the protection provided to stewards around confidentiality of the information they provide to MMSW. Please see Page 10 of the Membership Agreement.
<b>31</b>	Can you comment if the onerous exit clauses of the agreement are negotiable?	The termination clauses of the Membership Agreement are very important and are included in the Agreement to protect all MMSW members. If a member terminates their agreement with MMSW after May 1 <sup>st</sup> they must fulfil their obligations for the remainder of that year as well as their obligations for the following year. The reason for this provision, is that once stewards have reported their packaging and paper data to MMSW the fees for the following year are calculated based on the material tonnage reported by all stewards. If a steward then leaves the program the fee schedule is jeopardized and would potentially have to be recalibrated. The exit provision in the MA is designed to protect MMSW's collective membership from having to cover the cost of members that exit the program after May 1 <sup>st</sup> .

<p><b>32</b></p>	<p>Can you help us understand the termination clause 7.1.2.2.? Specifically why after notice of termination, payment obligations continue for that year – PLUS another calendar year? What is the rationale?</p>	<p>Please see answer above.</p>
<p><b>33</b></p>	<p>If a company wants to join another program or develop their own program, why is MMSW penalizing the company by obligating them to pay fees for the remainder of the year and/or pay the following year in full? I feel this is anti-competitive for Industry. A company may have a more cost efficient option for managing their PPP?</p>	<p>If a business chooses to join another program (noting however that there are no other WPP Stewardship Program Plans which have been approved by the Ministry of Environment), we ask that they notify MMSW prior to May 1<sup>st</sup> to avoid being obligated to MMSW for the following year. The reason for this provision, is that once stewards have reported their packaging and paper data to MMSW the fees for the following year are calculated based on the material tonnage reported by all stewards. If a steward then leaves the program the fee schedule is jeopardized and would potentially have to be recalibrated. The exit provision in the MA is designed to protect MMSW’s collective membership from having to cover the cost of members that exit the program after May 1<sup>st</sup>.</p>
<p><b>34</b></p>	<p>In the Membership Agreement under Clause 1, definitions say that “Waste Packaging and Paper” has the meaning given in SS 2(1)(e) and (f) of the Regulations, but those sections of the Regulations define “Packaging” and “Paper”. Should the Membership Agreement say instead “Waste Packaging and Paper” has the meaning given in the Section 2(1)(k) of the Regulations (which in fact defines Waste Packaging and Paper?</p>	<p>Section 2 (1)(e) and (f) provides a more specific definition of the paper and packaging materials covered by the regulation and by the MMSW program. These sections exclude packaging covered by the Litter Control Act and more accurately define the obligated materials.</p>
<p><b>35</b></p>	<p>As a small business owner, the membership agreement looks very technical and I will need to probably get my lawyer to review it.</p>	<p>As a small business owner, pending approval from the MOE, you may have the opportunity to declare your agreement through a simplified version of the current MA. As soon as the small business policy is approved, we will put the simplified MA, labelled “Terms &amp; Conditions” on the MMSW website. We hope to have this simplified MA available for small businesses very soon.</p>
<p><b>36</b></p>	<p>As a national steward, why do we have to sign MAs for each province with CSSA (a national stewardship agency)? Can we not sign one general MA with CSSA and add appendix for each province</p>	<p>This is an interesting idea that we will consider, keeping in mind however that the Membership Agreement reflects the particulars of your obligations under the provincial regulation in each jurisdiction. Therefore what is required is an agreement between stewards and each provincial stewardship organization (MMSW, MMBC, SO,</p>

	as needed to cover the nuances? This will avoid legal review of a very similar MA repeatedly.	MMSM) not with CSSA. CSSA is however always seeking ways to ease the administrative burden for stewards and we will give this idea further consideration.
<b>37</b>	In the event that the voluntary stewards miss the June 1 <sup>st</sup> deadline to submit their Membership Agreement, would we still be eligible to submit for 2013?	June 1 <sup>st</sup> , 2014 is the deadline for voluntary stewards to submit their Membership Agreements. Voluntary stewards who register after this deadline will not be able to report for the 2014 obligation year. The reason for this is that we need a firm cut-off date to allow resident stewards (primarily retailers and distributors) time to begin preparing their reports and they need to know which of their non-resident suppliers have signed on as voluntary stewards and will report their own materials and which suppliers have not signed on as voluntary stewards for which the retailer must report on their behalf.
<b>38</b>	What happens if I do not sign a Membership Agreement with MMSW?	If you do not sign a Membership Agreement with MMSW, you would not be considered a member of the program. If your business is resident in Saskatchewan, you would technically be out of compliance with the SK Recycling <a href="#">Regulation</a> . If your business is not resident in Saskatchewan but you supply obligated materials to SK residents, the retailer or distributor to which you ship your products would have to report and pay for your products on your behalf.
<b>39</b>	Are we able to see the reporting forms before we sign the Membership Agreement on May 31 <sup>st</sup> or register on the portal (i.e. in a PDF file or Word Document) to review?	Stewards are able to register on the portal at any time and view all sections of the reporting page. Additionally, the <a href="#">National Guidebook</a> provides lists of all obligated materials in the program. You will not be able to submit a report unless you upload a valid Membership Agreement.
<b>40</b>	How do we submit the signed Membership Agreement?	The Membership Agreement needs to be uploaded on the portal in PDF format once your organization has registered with MMSW. If you experience difficulties please contact Steward Services at 1-888-980-9549
<b>41</b>	Regarding the membership agreement – when uploading to the CSSA portal – is the full document required or only the last page where the acknowledgement / signatures occur?	Please upload only the last page with the signature.
<b>42</b>	Once the agreement is signed and submitted will there be a confirmation (email) from MMSW that the agreement has been received?	We do review all uploaded membership agreements, but we do not confirm receipt by email. If you check the portal as you press upload, you should receive a confirmation from the WeRecycle portal (at the top of the page) immediately indicating we've received your document.
<b>43</b>	I signed the agreement and only uploaded the	Yes, uploading the last signature page is all that is required. Your businesses name

	signed page – is that OK? When will our membership appear on the website list?	will appear on the list of MMSW members when that list is made available on the MMSW website shortly following the June 1 <sup>st</sup> deadline for voluntary stewards.
<b>Small Business Policy</b>		
44	When will the Small Business Policy be finalized and how will it be communicated?	The Small Business Policy is currently being finalized in consultation with small business groups and the Saskatchewan government. We hope to have it finalized soon. As soon as it is finalized we will send out notices via email. The proposed policy is currently on the MMSW website and be can viewed <a href="#">here</a> .
45	What are the details of the proposed Small Business Policy?	<p>The proposed policy is designed to minimize the administrative burden on small businesses and low volume stewards while at the same time ensuring that they pay their fair share of the costs. The policy as currently proposed is as follows:</p> <p>Reporting exemption and a \$150.00 membership fee for small businesses that meet any one of the following criteria:</p> <ul style="list-style-type: none"> <li>• Less than \$750,00 in revenues; or</li> <li>• Less than 1 tonne of packaging and paper; or</li> <li>• Business operates as a single point of retail.</li> </ul> <p>A reporting exemption and flat fee for small volume stewards:</p> <ul style="list-style-type: none"> <li>• \$350/year for stewards that produce between 1 and 2.5 tonnes</li> <li>• \$750/year for stewards that produce between 2.5 and 5 tonnes</li> </ul> <p>Please note that these exemptions do not apply to businesses that are supplied by or operated as part of a franchise, a chain or under a banner. For more details on the proposed Small Business Policy please <a href="#">click here</a>.</p>
46	I operate a small, weekly paper. My revenues are less than \$700,000 per year and I distribute approx. 3.24 tonnes of newsprint per year. What is my fee?	There is a proposed small business policy that is currently being finalized. The proposed policy is outlined above. If the Small Business policy goes forward as currently proposed, your business would be exempt from reporting and would be obligated to pay only the \$150.00 membership fee. However, since the Small Business Policy has not yet been finalized, we advise you to check the MMSW website frequently for notice of the finalized policy. We will send all MMSW members and SK businesses a notice once the policy is approved.



<p><b>47</b></p>	<p>I am a small “Mom and Pop” bakery, my concern is how I determine what kind of cost I am going to be faced with. Who is regulating that all bakeries in Saskatchewan are participating?</p>	<p>MMSW is proposing a Small Business Policy that is designed to minimize the administrative burden on small businesses and low volume stewards (see proposed policy above). At the same time, MMSW is working with the Ministry to ensure that all obligated businesses are complying with the Regulation. If your bakery operates as a single point of retail, and is not operated as part of a franchise or chain of bakeries, the policy, as currently proposed, may exempt your business from reporting and you may be required to pay only the \$150.00 Membership Fee. Since the Small Business Policy has not yet been finalized, we advise you to check the MMSW website frequently for notice of the finalized policy. We will send all MMSW members and SK businesses a notice once the policy is approved.</p> <p>With respect to compliance with the Regulation, the government of Saskatchewan has the authority and responsibility for compliance with the Regulation. If a business does not sign a Membership Agreement with MMSW, they would not be considered a member of the program and would not be in compliance with the Regulation. It is in the interest of all MMSW members that all obligated businesses join our program and carry their fair share of the program costs. If you are aware of any businesses that you believe are obligated by the regulation and have not yet joined MMSW please provide us with those names so we can ensure they are aware of their obligations.</p>
<p><b>48</b></p>	<p>My understanding is that Saskatchewan is the only province that charges annual membership fees for small businesses? Why is that?</p>	<p>The proposed Small Business Policy, which has yet to be approved by the government, includes an annual membership fee for small businesses. This fee reflects the costs of managing the tonnage of material contributed to the waste/ recycling stream by small businesses. The policy aims to minimize the administrative burden on small businesses of reporting their materials to MMSW, but does recognize that while small businesses contribute smaller amounts of tonnage, there is still a cost associated with recycling that material. That is the reason for the \$150 annual membership fee.</p> <p>The reason that there is no membership in BC is that the BC government is in the process of passing a regulation that <u>exempts</u> small businesses from BC’s Recycling regulation.</p>
<p><b>Voluntary Stewards/ Residency</b></p>		
<p><b>49</b></p>	<p>Is there a Voluntary Steward Agreement or is the</p>	<p>There is no separate voluntary steward agreement for MMSW. Both resident and</p>

	Membership Agreement the same for both voluntary and resident stewards?	voluntary stewards need to sign the one <a href="#">Membership Agreement</a> to be considered a member of MMSW.
50	We don't have any physical locations in SK, but we do distribute there. Do we need to report?	If you do not have residency in Saskatchewan you are not an obligated business and are not required to report your materials to MMSW. However, you do have the option to register with MMSW as a voluntary steward and take responsibility for your packaging and paper. If you elect to be a voluntary steward you must sign a Membership Agreement before June 1, 2014.
51	Are we considered as "resident" – we don't have any address in SK (we are based in QC), but we sell out products online and we ship to SK?	No, if you do not have a permanent place of business in Saskatchewan you do not have residency there. For more details on determining residency please refer to Part One, Section 1.7 of the <a href="#">National Guidebook</a> . You can however elect to be a voluntary steward and take responsibility for the packaging and paper you supply to residents in SK. If you elect to be a voluntary steward you must sign and submit a Membership Agreement to MMSW by June 1 <sup>st</sup> .
52	We are the brandowners resident in BC with no office or business in SK and no sales person resident in SK. We do have dealers we ship to in this Province. Are we obligated to register as Stewards?	Because you supply products to SK residents, you have the option of taking responsibility for your product packaging or paper by signing up as a voluntary steward in Saskatchewan. If you elect to sign up as a voluntary steward, that relieves the dealers, to whom you ship your products, from having to report and pay on your materials on your behalf.
53	How have non-resident stewards who could be voluntary stewards been contacted to advise them of the new SK WPP program?	MMSW has reached out to thousands of businesses, both those resident in Saskatchewan and non-SK based businesses that are likely to supply products to SK residents. MMSW has been working in partnership with the government to advise businesses of the new regulation since it was passed at the end of 2013.
54	What is the definition of residency in Saskatchewan? Would that include having a salesperson working from a home office?	A sales person working from a home office who is taking orders on behalf of your company <b>does</b> constitute residency. For further details on how residency is defined, please see Part One, Section 1.7 of the <a href="#">National Guidebook</a> or contact a member of our Steward Services team.
55	We do not reside in Saskatchewan but we do ship our product to retail stores there. Are we obligated to be Stewards?	If your company does not meet the residency requirements of Saskatchewan (as defined in <a href="#">CSSA's National Guidebook</a> ), then you are not obligated to become a member of MMSW. However, you do have the option to register as a voluntary steward to relieve your Saskatchewan-based customers from having to report your materials as the first importer. If you wish to register as a voluntary steward, you must submit a Membership Agreement by June 1 <sup>st</sup> , 2014.

56	At this time we are not resident in SK, we don't have any retailers in SK but we may have a new retailer before the end of 2014. Please note that we sell our cosmetic products online throughout Canada. How should we proceed? Sign your agreement for voluntary stewards later in 2014 (once we have a retailer in SK)? Or should we sign this now?	For this question we suggest you contact Steward Services.
57	Does having a 'reporting forms' in province make you a "resident"?	If your business has a sales representative who is salary based (not solely commission-based) located in Saskatchewan your business has residency in that province. If however this is not the 'reporting forms' you are enquiring about please contact a member of our Steward Services team who will help you determine if you have residency in SK.
<h3>What are the Obligated Materials?</h3>		
58	How do we know what type of packaging we are required to report?	Please review the <a href="#">National Guidebook</a> where you will find a list of obligated materials for each provincial program. Click <a href="#">here</a> for the SK list of materials.
59	Are coupons considered residential or institutional recycled product? i.e/ does this tonnage have to be reported?	If the coupons are supplied to consumers they are an obligated material and will need to be included in your report. Please contact Steward Services if you require more information.
60	If I am a business required by law to provide a monthly paper statement to a client, am I an obligated business?	Paper statements supplied to residents of Saskatchewan are included in the program and must be reported to MMSW. Therefore, your business is obligated under the Regulation.
<h3>Fees &amp; Program Costs</h3>		
61	Can you provide an estimate of 2015 fees for planning purposes?	We require MMSW members to submit their material reports before we can calculate the fees for 2015. The fee schedule will be made available to stewards in the Fall. We are unable to advise stewards of the costs until we know who our members are and how much tonnage they represent.
62	How much are you projecting for start-up costs and what drives these costs if we are only reimbursing municipalities?	Every stewardship program implemented on behalf of stewards incurs start-up costs. These costs include mailings and information session in order to recruit and inform businesses of the regulation and the program; development of the stewardship program plan, development of a Membership Agreement and the drafting and

		consultation of policies such as the Small Business Policy. These start-up costs will be reflected in MMSW's 2015 fee rates which will be available later this fall.
63	I currently already pay a fee to the city for recycling. Is this different than what MMSW does?	We are not entirely sure which fee you are currently paying, but assume it is a fee for the recycling of commercial waste that is produced by your business. The Saskatchewan Recycling Regulation applies, not to the waste that is produced by your business, but rather the packaging and paper your business supplies to SK residents that will require management through the residential waste stream. The stewardship fees will contribute to 75% of the net costs to manage the material you supply to consumers through the residential waste stream.
64	Don't residents pay recycling fees in SK and other CSSA provinces? Why are stewards paying as well?	Extended Producer Responsibility (EPR) has been introduced to shift costs away from taxpayers and municipalities to the businesses that supply these materials to SK residents.
65	The city of Regina already charges residents \$95/year for recycling. If they are paying for the recycling of the materials they use, why are we charging again a fee for the recycling of the same materials?	This Recycling Regulation introduces Extended Producer Responsibility (EPR) to Saskatchewan. EPR is designed to shift the costs of the residential recycling system away from taxpayers to the businesses that supply these material to SK residents.
66	For residential customers, will they see relief on their tax bills once this program is introduced?	Currently recycling programs in municipalities are funded through residents' property taxes. However, MMSW has no influence over what municipalities will do with the allocation of their budgets once businesses take responsibility for 75% of the costs to manage the residential waste packaging and paper.
<b>Who is the obligated steward?</b>		
67	What is MMSW doing with out-of-country producers?	If a company does not reside in Canada they are outside the government's jurisdiction and are unable to join the program. Resident stewards in SK will be obligated to report the WPP for which they are the first importer.
68	Does MMSW/CSSA have any advice or guidance for situations when product is shipped to a retail distribution centre in one province, but the voluntary steward (manufacturer) may not know of have access to the information of where their customer (retailer) ultimately shops the product to (i.e. which province) once it leaves the distribution centre? Is it acceptable to use population	If you are selling products to a customer who in turn ships the product outside the province, (in some cases to a distribution centre) and then across the country, you would need to prepare a methodology in order to provide the best possible estimate of what you believe is sold in the province for which you are reporting. Depending on what products you sell, there might be a few resources to help you determine this. For some product categories Nielsen data might be helpful as that will provide you with your market share in each province. Alternatively, Statistics Canada can provide provincial population splits which might also be helpful in determining the

	estimates? Do you have any guidance on this?	portion of your product that is distributed to each province in which you do business. The Statistics Canada population data is particularly useful if your market share is relatively equal across all provinces. Another source for this information is to ask your retail customer to provide you with this data. If you do choose to use Statistics Canada population splits or have any other enquiries about your reporting methodologies, please contact a member of our Steward Services team for more information.
<b>69</b>	Where can I find a list of obligated organizations/businesses?	Stewards will be able to view a list of voluntary stewards after the June 1 <sup>st</sup> deadline for voluntary stewards to submit a Membership Agreement to MMSW. The resident steward list will be updated on a regular basis as reports are submitted. Both lists can be found on the MMSW website after June 1 <sup>st</sup> .
<b>70</b>	Are there plans to expand the program to include more business sectors? If so, is there any timing for that?	All business sectors that supply paper and packaging into the SK residential waste stream are covered by this Regulation and by the MMSW program.