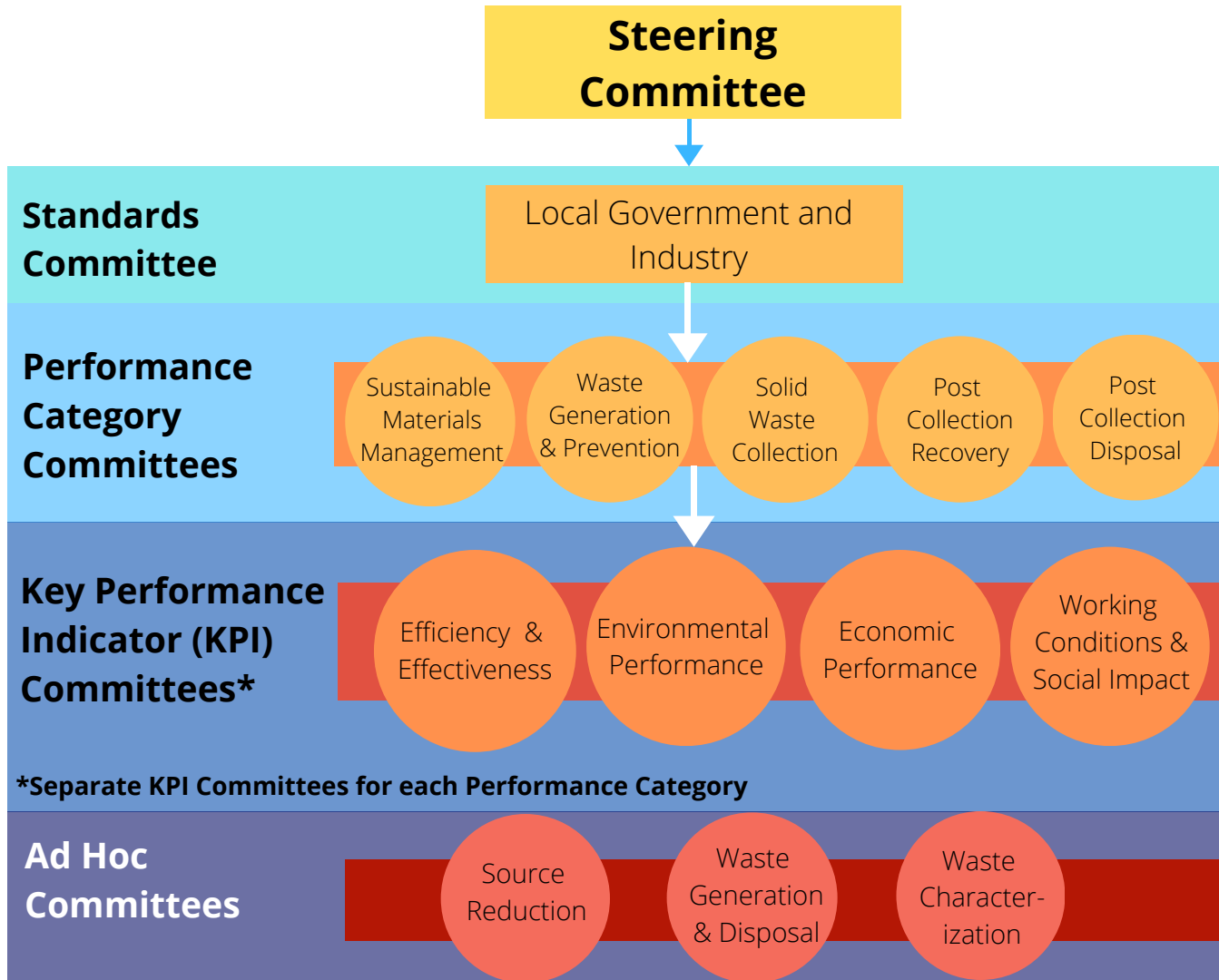


SWEEP Committees



Requirements of all Committees

- At minimum, attend weekly or bi-weekly phone conferences limited to 1 hour. Additional time commitment is optional.
- Organizations are limited to 3 participants in the Standards' development with one representative per committee.
- Membership in SWEEP is required to participate on a SWEEP Committee. Individuals selected for SWEEP Committees may participate in the committee for 1 year without paying dues, but to serve subsequent years, dues must be paid.

Standards Committee:

Role: Supports the Steering Committee by managing the technical standard development process. Standards Committee members are experienced and respected in the professional field. Committee members will:

- Guide the development of standard by applying a comprehensive and integrated approach to managing waste from the Local Government Program perspective and the Industry Services perspective
- Ensure balance in scope and emphasis across the five Performance Categories
- Ensure diverse and comprehensive membership in their Performance Category committees
- Oversee the development of the appropriate support (training, manuals, accreditation tests, etc.) for the Standard.

Performance Category Committees:

Role: The Standard Committee will be supported by five Performance Category Committees:

1. Sustainable Materials Management Policy;
2. Waste Generation & Prevention;
3. Solid Waste Collection;
4. Post-Collection Recovery and
5. Post-Collection Disposal.

Performance Category Committee members are broadly well-versed in the focus of their respective committee. Committee members will:

- Ensure adequate coverage of all relevant credits developed by the KPI Committees across the KPI criteria
- Ensure the credit language adheres to the SWEEP guidelines: (Clear, Concise, Doable, Documentable, Verifiable, Meaningful, & Objective)
- Help develop and review technical and process support materials (Certification Manual; Certification Forms; Accreditation Materials, etc.) for local governments and companies seeking SWEEP Certification

Key Performance Indicator (KPI) Committees:

Role: Within the Performance Categories, credit is given for specific measurable and verified actions. Credits under these Performance Categories are organized by four Key Performance Indicators (KPIs):

1. Efficiency/Effectiveness;
2. Economic Performance;
3. Environmental Performance;
4. Working Conditions,
5. Social Impact & Public Participation



KPI Committee members are experts in the specific element of the solid waste industry addressed by the credit. Committee members will:

- Develop technical criteria for each credit in SWEEP, including reference standards and recommended performance target levels
- Provide technical interpretations to SWEEP projects if there are questions regarding proposed approaches to fulfilling SWEEP requirements
- Where needed, develop calculation methods for demonstrating compliance with technical criteria

Ad Hoc Committees

Role: Ad Hoc Committees will support the technical development of SWEEP by creating initial definitions, measurements, and calculations for SWEEP credits. These tasks ensure SWEEP definitions are consistent with industry and local government consensus and that data submittal requirements are simple and effective.

Ad Hoc Committee members are experts in the specific element of the solid waste industry addressed by the committee. There are three Ad Hoc Committees:

1. Source Reduction Ad Hoc Committee
2. Waste Characterization Ad Hoc Committee
3. Waste Generation and Disposal Ad Hoc Committee

Source Reduction Committee members will:

- Define inputs, data sources and calculation procedures for determining the efficacy of programs designed to reduce waste generation as part of credits needed to achieve SWEEP Certification
- Develop methods for evaluating the impact of source reduction programs for residential and commercial sector MSW, Bulky Waste, Organics
- Provide recommendations on what to measure, how and where to measure it, as well as methods for estimating data that cannot be measured presently and default values for use in certification calculations. One key starting point will be the EPA publication: Municipal Solid Waste Source Reduction: A Snapshot of State Initiatives.

Waste Characterization Committee members will:

- Define nationally-consistent material categories and categorizations for common materials in the waste stream.
- Develop guidelines for consistent statistical methods for extrapolating seasonal sampling to annual waste generation. These consistent characteristics and sampling techniques will need to be used as part of credits required to achieve SWEEP Certification.
- Develop waste characterization guidelines for residential and commercial sector MSW, Bulky Waste, Organic Wastes, as well as C&D.
- Provide recommendations on what to measure, how and where to measure it, as well as methods for estimating data that cannot be measured presently and default values for use in certification calculations.

Waste Generation and Disposal Committee members will:

- Define the inputs, data sources and calculation procedures to derive waste generation and waste disposal performance, which contributes to achieving SWEEP Certification.
- Develop calculations to evaluate the impact of waste generation in the residential and commercial sector MSW, Bulky Waste, Organics, as well as C&D.
- Provide recommendations on what to measure, how and where to measure it, as well as methods for estimating data that cannot be measured presently, and default values for use in certification calculations. For example, methods for calculating/estimating waste generated by visitors, whether they are commuters or tourists or others and how to apply these figures to per capita waste disposal performance targets, would be one of the tasks of the committee.