

**PRODUCT CARE ASSOCIATION**

**NON-FINANCIAL AUDIT OF**  
**BC PAINT AND HOUSEHOLD HAZARDOUS**  
**WASTE PROGRAM**

**31 DECEMBER 2012**



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## **INDEPENDENT AUDITOR'S REPORT**

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To the British Columbia Ministry of Environment:

We have audited the following Sections within Product Care Association's Annual Report for the BC Paint and Household Hazardous Waste Program for the year ended 31 December 2012 (together the "Subject Matter"):

- Table 1 and Appendix A - *Collection facilities;*
- Table 5 - *Product sold and collected;*
- Table 5 - *Recovery rate; and*
- *Description of performance for the year in relation to target 1 on page 13 of the Annual Report.*

The objective of this Report is to disclose how the Association's management has discharged its responsibility to report on the Subject Matter in accordance with Sections 8(2)(b), and (e) of the Recycling Regulation.

The Subject Matter is the responsibility of the Association's management who have prepared the Subject Matter in accordance with the evaluation criteria which are an integral part of the Subject Matter. Our responsibility is to express an opinion on this Subject Matter based on our audit. Our audit does not constitute a legal determination on the Association's compliance with the Recycling Regulation.

### **EVALUATION CRITERIA**

The suitability of the evaluation criteria is the responsibility of management. The evaluation criteria presented in Attachment 1 are an integral part of the Subject Matter and address the relevance, completeness, reliability, neutrality and understandability of the Subject Matter.

### **SCOPE OF THE AUDIT**

We carried out our audit in accordance with the International Standard on Assurance Engagements 3000 (ISAE 3000) published by the International Federation of Accountants. This Standard requires, amongst others, that the assurance team possesses the specific knowledge, skills and professional competencies needed to understand and audit the information included within the Subject Matter, and that they comply with specific requirements to ensure their independence.





An audit includes examining, on a test basis, evidence supporting the amounts and disclosures within the Subject Matter. An audit also includes assessing the evaluation criteria used and significant estimates made by management, as well as evaluating the overall presentation of the Subject Matter. The main elements of our work were:

- confirming the existence of collection facilities and their understanding of the program by reviewing contracts, performing site visits, telephone contact with the facilities and internet research;
- comparing the number of collection facilities to the prior year and investigating the reasons for any changes;
- checking the units of product sold during the year and agreeing to the audit work performed in relation to the Association's audited financial statements;
- checking the units of product collected during the year by agreeing to supporting shipping documentation on a test basis;
- assessing the appropriateness of the conversion factors used to translate units sold and units collected into liters;
- re-performing conversion calculations on a test basis;
- recalculating recovery rates; and
- ensuring wording of annual report is reflective of audit findings.

#### OPINION

In our opinion, the Subject Matter within Product Care Association's Annual Report for the BC Paint and Household Hazardous Waste Program for the year ended 31 December 2012 presents fairly in accordance with the evaluation criteria, in all material respects:

- the location of collection facilities, and any changes in the number and location of collection facilities from the previous report in accordance with Section 8(2)(b) of the Recycling Regulation;
- the description of how total amounts of the producer's product sold and collected and, if applicable, the producer's recovery rate has been calculated in accordance with Section 8(2)(e) of the Recycling Regulation; and
- the description of performance for the year in relation to targets in the approved stewardship plan under Section 8(2)(b) and (e) of the Recycling Regulation.

Our report has been prepared solely for the purposes of management's stewardship under the Recycling Regulation and is not intended to be and should not be used for any other purpose. Our duties in relation to this report are owed solely to the Association, and accordingly, we do not accept any responsibility for loss occasioned to any other party acting or refraining from acting based on this report.

*Rolfe, Benson LLP*  
CHARTERED ACCOUNTANTS

Vancouver, Canada  
27 June 2013



## Appendix 1

### EVALUATION CRITERIA

The following evaluation criteria were applied to the assessment of the location of collection facilities, and any changes in the number and location of collection facilities from the previous report in accordance with Section 8(2)(b) of the Recycling Regulation:

- The Association maintains a listing of all collection facilities for the program, including the location of the collection facility, the total of which agrees to the number of collection facilities as disclosed in the annual report.
- Collection facilities have a signed contract with the Association, a physical location that is available to collect program materials, and the staff of the facility has an adequate understanding of the program.
- Reasons for any changes in the number of collection facilities from the previous annual report are supported by valid business purposes and adequately disclosed in the annual report.
- The definition of a collection facility as disclosed in the annual report is accurate.

The following evaluation criteria were applied to the assessment of the description of how total amounts of the producer's product sold and collected and, if applicable, the producer's recovery rate has been calculated in accordance with Section 8(2)(e) of the Recycling Regulation:

- The Association maintains a listing of product sold by product category for the fiscal year which agrees to the amounts disclosed in the annual report.
- The units of product sold per program category have been recalculated using the data included in the Association's audited financial statements.
- The calculation of total liters of program material sold is based on total units sold converted to liters based on the average volume of the most popular container sizes sold as provided by the Association's members.
- The Association maintains a listing of product collected by product category for the fiscal year which agrees to the amounts disclosed in the annual reports:
- Each shipment of product collected is supported by documentation indicating the total units collected and the type of program materials collected which has been agreed upon by the shipper, receiver and carrier.
- The calculation of total liters of program materials collected is based on total units collected and converted to liters using the standard volume of containers used to collect the materials and the average liters of program materials collected from each container.
- The calculation of the recovery rate has been performed accurately using the appropriate sources of information for product collected and product sold.

The following evaluation criteria were applied to the assessment of the description of performance for the year in relation to targets in the approved stewardship plan under Section 8(2)(b) and (e) of the Recycling Regulation:

- All stewardship plan targets relating to Section 8(2)(b) and (e) of the Recycling Regulation have been identified and disclosed in the annual report.
- The expected outcomes and target dates as included in the annual report are consistent with the targets in the approved stewardship plan.
- The facts disclosed in the annual update on progress are supportable by evidence, neutral and understandable.