

Electronic Products Recycling Association

Annual Report to the Director

[2016 Calendar Year]

Submitted to: Director, Extended Producer Responsibility Programs
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1. Executive Summary

The table below should concisely summarize program performance for the section 8 annual reporting requirements such that ministry staff and the public can easily understand whether reporting requirements and stewardship plan targets have been met.

Products within plan	As outlined in Appendix B of our stewardship plan, EPRA BC covers a broad range of regulated electronic product categories, including IT, Audio/Video, Communication equipment, Medical and Control devices as well as the more common displays, computers and printers.
Program website	www.recycleMYelectronics.ca/bc

Recycling Regulation Reference	Topic	Summary (5-bullet maximum)
Part 2, section 8(2)(a)	<u>Public Education Materials and Strategies</u>	<p>EPRA has undertaken significant marketing initiatives focused on 3 key messages:</p> <ol style="list-style-type: none"> 1. Awareness of Collection location and desired e-recycling behaviour 2. Knowledge of acceptable products 3. The responsible way to recycle end-of-life electronics in BC <p>EPRA uses several types of media to communicate the message including: television, radio, newspapers, online and promotional materials.</p> <p>EPRA sponsored and participated in a Voices of Nature "Rock the Salish Sea" tour in several BC communities. The program incorporated the importance of e-recycling messaging through music to young people in those communities.</p> <p>EPRA participates in and co-sponsors the RCBC Recyclepedia, hotline and depot locator app.</p> <p>In 2016, EPRA BC continued its collaboration with other stewardship agencies in promoting BC Recycles to help consumers identify a single source for recycling information</p> <p>A public opinion survey conducted in September of 2016 showed that 75% of BC residents were aware of how to recycle electronics in an environmentally friendly manner.</p>

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Recycling Regulation Reference	Topic	Summary (5-bullet maximum)
Part 2, section 8(2)(b)	<u>Collection System and Facilities</u>	<p>EPRA BC has a robust collection system designed to provide easy access not only to consumers but also the ICI sector particularly for Phase V products.</p> <p>Consumer return of end-of-life electronics is facilitated through our extensive depot network which consisted of 196 permanent collection depots at the end of 2016 (see: http://www.return-it.ca/electronics/locations/). This depot network in conjunction with 65 return-to-retail facilities provided excellent service coverage. A study done in 2016 showed that 98.2% of the population was covered to the standards outlined in our stewardship plan.</p> <p>As a supplement to our permanent depots, we held 20 collections events within the province throughout the year.</p> <p>For the Business-to-Business (B2B) sector (primarily related to Phase V material), we have implemented several programs to facilitate easy access to recycling of obligated material:</p> <ol style="list-style-type: none"> 1. Large volume generator program – Free pick up of material for generators meeting minimum volume requirements 2. Processor incentive program – Generators can contract for the pickup and processing of material directly with recyclers approved to the ERS standard. The recyclers are compensated by the program and there is no cost to the generator for the basic pick up and recycling of obligated material. <p>Information on B2B options are available here:</p> <p>https://www.return-it.ca/electronics/industry/b2b-options/</p>
Part 2, section 8(2)(c)	<u>Product Environmental Impact Reduction, Reusability and Recyclability</u>	<p>Electronics Product Stewardship Canada (EPSC) represents major electronics and IT equipment brand owners in Canada on sustainability issues. EPSC issues its <i>Design for Environment (DfE) Report</i>, which highlights the industry’s progress related to design for the environment, along with the many technological advances that are creating change in electronics design. Developments in cloud computing, for example, are opening the door for smaller and lighter products. Manufacturers are continuing to develop products that have a lower energy or materials footprint. This year’s report builds on previous reports, with a focus on a reduction in weight of new products and the corresponding smaller environmental footprint. EPRA will report annually on DfE issues as provided through this research. The report for 2016 is available at the link below:</p> <p>http://epsc.ca/design-for-the-environment-report/</p> <p>Reuse and Recycling are covered in detail in Section 5 below.</p>

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Recycling Regulation Reference	Topic	Summary (5-bullet maximum)
Part 2, section 8(2)(d)	<u>Pollution Prevention Hierarchy and Product / Component Management</u>	Recycling end-of-life electronics diverts materials from landfills and ensures the management of the deposition of these materials in an environmentally and socially responsible way. Recycling also saves energy, as materials recovered can be used to create new useful products, ultimately reducing the energy demands associated with the extraction and processing of new raw material. See Section 6 below for details.
Part 2, section 8(2)(e)	<u>Product Sold and Collected</u>	In 2016, our stewards reported the supply of 9,995,297 regulated electronic products into the province. During 2016, we collected a total of 19,581 metric tonnes of end-of-life electronics.
Part 2, section 8(2)(e.1)	<u>and Recovery Rate</u>	See Section 7 for breakdown per regional district
Part 2, section 8(2)(f)	<u>Summary of Deposits, Refunds, Revenues and Expenses</u>	Audited financial information is available in the 2016 EPRA Annual Report at http://epra.ca/who-we-are/annual-report/

Comparison of Key Performance Targets		
Part 2 section 8(2)(g); See full list of targets in Plan Performance		
Priority Stewardship Plan Targets (as agreed with ministry file lead)	Performance	Strategies for Improvement
1. Total WEEE collected	19,581 Metric tonnes	<i>Light-weighting impact under review</i>
2. Total WEEE collected per capita	4.2 kilos per capita	<i>See above</i>
3. Per capita collected by RD	See chart in Section 7	<i>See above</i>
4. Total Collection Sites	196 depots	<i>[N/A]</i>
5. Total Collection Events	20 Collection Events	<i>[N/A]</i>
6. % of the population covered by collection sites	98.2% (2016 Study)	<i>[N/A]</i>
7. % of the population aware of the program	75%	<i>[N/A]</i>
8. Total program costs per tonne	\$1018/tonne	<i>Maintain efficient program in spite of light weighting cost pressure</i>
9. Operational costs per tonne	\$895/tonne	<i>See above</i>
10. Administrative costs per tonne	\$122/tonne	<i>See above</i>

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2. Program Outline

Provide a brief (1 page) overview of the stewardship agency/company and their members [website link], program inclusions, collection approach and any other high level information relative to the annual report e.g. studies completed, new targets set, consultations or surveys conducted.

In the last decade, product stewardship programs have grown in popularity across Canada and around the world. A true partnership between industry, government and consumers, stewardship programs provide a sustainable model to divert and recover materials from the waste stream. They also improve recycling efforts within our communities as increasingly, consumers expect convenient, accessible and responsible recycling for their end-of-life products, including electronics.

The Electronic Products Recycling Association (EPRA) is the national organization tasked with promoting and managing end-of-life electronics recycling in Canada. EPRA is an industry-led, voluntary, not-for-profit environmental compliance program dedicated to responsible recycling of end-of-life electronics and providing secure, convenient recycling options in the provinces in which it operates.

Being a part of the national EPRA organization has benefitted industry, consumers and other stakeholders in British Columbia by enabling our ability to further deliver best practices in industry-led electronics recycling.

2016 saw a continuation of our Return-to-Retail program with two major national retailers collecting end-of-life electronics as part of our program. This provides consumers with yet another convenient option for recycling in BC.

EPRA is committed to ensuring responsible recycling of end-of-life electronics collected by EPRA programs through adherence to the Electronics Recycling Standard (ERS). The ERS is a comprehensive process that ensures products and resulting materials are handled in an environmentally sound and socially acceptable manner that protects the environment and safeguards worker health and safety.

EPRA BC enables businesses and consumers to responsibly manage their end-of-life electronics, and assists obligated stewards in achieving regulatory compliance. Currently there are over 1,600 stewards* registered with EPRA in British Columbia, 196 permanent collection sites and 4 verified processors. In 2016, EPRA BC safely collected and responsibly recycled 19,581 tonnes of end-of-life electronics.

*A list of stewards currently in the Program can be found at:

<http://www.recyclemyelectronics.ca/bc/registered-stewards-remitters-pops/>

3. Public Education Materials and Strategies

Provide a brief overview of the key materials and strategies used to promote awareness of the program. Identify the various types of outreach (i.e. face to face, social media, traditional media, etc.) utilized.

EPRA BC continues to reach consumers and raise awareness of the program through many types of media including television, radio, newspapers (ads and articles) online, etc. Different types of media are used strategically to target specific audiences with a tailored message and the publishing and placement of each advertisement is carefully planned to ensure that the target audience is reading, listening or watching.

To maintain high levels of awareness, consumers need consistent messaging on a regular basis. As EPRA BC has matured, our consumer awareness message has become more strategic and targeted to reach the right people at the right time with a meaningful and motivating message.

In 2016, EPRA actively promoted the program in BC through earned media (PR). EPRA received coverage in key recycling periods with circulation and viewership of over 1,227,779 impressions

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City/Province	Date	Media	Circulation/ Viewership (approximate)	Content
Prince George	Mar 23, 2016	CKPG TV and online	120,000	Craig interviewed on EPRA BC and e-recycling in BC
Victoria	April, 2016	Victoria News	42,706	Advertorial – Craig Wisehart and EPRA BC
Victoria	April 5, 2016	Wireservice Release	10,000	Press Release on Green Games- EPRA BC Sponsorship
Vancouver	April 11, 2016	CHEK News	430,200	Responsible e-recycling through Return-it (Powered by EPRA)
BC-wide	April 12, 2016	BC local News.com	101,480	ART Program in BC "Rock the Salish Sea"
Nanaimo	April 12, 2016	Nanaimo Bulletin.com	32,000	ART Program in BC "Rock the Salish Sea"
BC wide	April, 2016	Cdn Supply Chain Mgmt	17,214	Craig interviewed for May-June edition
Cowichan Valley	April 20, 2016	Cowichan V Citizen.com	24,123	ART Program in BC "Rock the Salish Sea"
Comox	April 21, 2016	Comox Valley Record.com	23,954	E-waste collection through Return-it (EPRA collection site)
BC wide	April 21, 2016	BC local News.com	28,856	E-waste collection through Return-it (EPRA collection site)
Cowichan Valley	April 21, 2016	Cowichan V Citizen.com	24,123	Green Games- EPRA BC Sponsorship
Cowichan Valley	May 19, 2016	Cowichan V Citizen.com	24,123	Electronics accepted at Meade Creek Depot & recycled by EPRA
Vancouver	Nov, 2016	CTV Vancouver morning show	332,000	Marc Saltzman interviewed on EPRA BC and responsible recycling http://recyclemyelectronics.ca/bc/media/
Vancouver	Dec. 2016	Roundhouse Radio	8500	Craig Wisehart interviewed on Responsible Recycling
Vancouver	Dec. 2016	Roundhouse Radio	8500	Janice and Cory (DJs) discuss the program after interview
Total			1,227,779	

In 2016, we continued to target some ICI (Institutional, Commercial and Industrial) organizations to raise awareness of Phase V and the associated products. In addition, EPRA BC continued to work in conjunction with other BC stewards to better understand how to insure consumers knew where and how to recycle the wide range of obligated products in the province. We have introduced messaging to help British Columbians understand what happens to the products after they are dropped off for recycling. An example of that messaging is this video produced to help consumers understand our process.

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<http://www.recyclemyelectronics.ca/bc/what-can-i-do/where-does-it-go/>

We have also produced a video to assist retailer with training of their staff to better communicate the Environmental Handling Fee (EHF) to consumers.

<http://recyclemyelectronics.ca/bc/stewards/what-is-the-ehf-a-training-video/>

Moving forward, we plan to continue with our existing efforts to inform consumers of depot location, products accepted, fee structure, etc. We will continue to work to reinforce consumer awareness, heighten the credibility of our brand and promote the BC product stewardship model as the best way to operate Extended Producer Responsibility programs.

Please refer to Section 1 above for key statistics related to Public Education and Awareness.

4. Collection System and Facilities

Provide a brief overview of the way in which the stewardship agency collects the products from the consumer (i.e. depots, return to retailer, collection events, etc.). If available, list the number of collection facilities in each regional district and identify changes in the number, location, and method of collection from the previous year to the present year. If the list is extensive, consider including a summary and attaching a separate document or URL.

Collection sites consist of a group of Encorp Return-It depots, regional government locations and non-profit organizations throughout the province. Since the launch of the program in August of 2007 through to the end of 2016, we have increased the number of depots more than 2 ½ times from 70 to 196. This is an increase of 19 over the 177 depots reported in 2015.

The current EPRA collection network provides comprehensive coverage of both rural and urban locations throughout the province. EPRA BC has committed to continue to review opportunities that would enhance the collection system. We are also working with community partners to conduct Drop-Off Events in various regions of the province. In 2016, EPRA BC conducted 20 such drop off events (see attached list for locations.)

In addition to our regular collection depot network, at the end of 2016 our Return-to-Retail program included 65 locations of 2 major national electronics retailer across BC to further enhance consumer convenience.

The combination of permanent collection depots and Return-to-Retail locations provided coverage to 98.2% of the Province as outlined in our 2016 study.

The inclusion of Phase V material introduced in 2012 increased the need for a more robust Business-to-Business (B2B) collection system and we have implemented several programs for businesses and other institutions to facilitate easy access to recycling of obligated material:

1. Large volume generator program – Free pick up of material for generators meeting minimum volume requirements
2. Processor incentive program – Generators can contract directly with approved recyclers for the pickup and processing of material. The recyclers are compensated by the program and there is no cost to the generator for the basic pick up and recycling of obligated material.

Information on B2B options is available here: <https://www.return-it.ca/electronics/industry/b2b-options/>

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5. Product Environmental Impact Reduction, Reusability and Recyclability

Identify ways in which producers or the agency contributes to the reduction of environmental impact. For example, utilization of certified processors, R&D performed to improve recyclability / reuse of the product or components, examples of design for environment mechanisms used by producer members of the agency, reduction of greenhouse gas emissions. The producer may also wish to report on the status of any studies being undertaken to assist with the measurement of environmental impacts. Identifying successes is encouraged.

EPRA supports the concept of the “3 Rs” of Reduce, Reuse and Recycle.

Reduce: The reduce component was addressed above in the executive summary.

Reuse: Reusing unwanted electronic products is promoted through the communications and public awareness program as the first option where markets and opportunities for reuse in-province exist. EPRA BC in cooperation with RCBC sponsored the BC Material Exchange website where the public could list usable electronics for exchange or sale free of charge. We also work with local charitable entities to explain the Electronics Reuse & Refurbishing Program (ERRP) and assist with their qualification. In 2015 Computers for Schools was certified to the ERRP standard for their facility in British Columbia. Obligated products that are used or refurbished will not attract an EHF. EPRA’s approach to reuse and refurbishment is consistent with the industry’s position that it be in compliance with Canada’s Basel Convention commitments and not allow end-of-life electronics management challenges to be passed on to less developed countries.

Reuse is promoted on our EPRA BC website under the “What can I do?/ Reuse or Recycle” tab at:

<http://recyclemyelectronics.ca/bc/what-can-i-do/reuse/>

And under the Service Providers tab at:

<http://recyclemyelectronics.ca/bc/service-providers/info-for-reuse-organizations/>

Recycle: Recycling or processing of unwanted and end-of-life electronics is promoted as the final option. Recycling, which diverts electronics waste from landfill and illegal export, will be a major focus of the EPRA program. Typically, recycling involves some form of “primary” or initial processing, which may include dismantling and sorting of material by hand or by more elaborate mechanical means. Further manual or mechanical separation of materials by another vendor or vendors is considered “downstream” processing. Material flows will be tracked to their “point of final processing” (i.e. where they are altered into a new product or state) or, for unrecyclable hazardous materials, to their point of disposal (i.e., where they are disposed of in an environmentally sound manner).

All recycling will be completed by contractors who meet the Electronics Recycling Standard (ERS) which may be updated from time to time in order to ensure they meet the ongoing needs of the programs which have adopted them.

To ensure that all materials collected under an EPRA program will be responsibly recycled, EPRA has established the following criteria for service:

Service providers must be ERS certified prior to receiving any collected EPRA program materials for processing;
and

Service providers will be responsible for ensuring that any and all (downstream) processors needed for further/additional processing of program materials (after primary processing) have also successfully completed the ERS process prior to receiving any collected EPRA program materials for processing.

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The Recycle component including product management and outcomes is covered in detail in Section 6.

6. Pollution Prevention Hierarchy and Product / Component Management

Provide a brief overview of the way in which the collected product is managed and how those outcomes relate to the pollution prevention hierarchy. Provide breakdowns by weight or percentage of product managed at each level. Please also refer to third party assurance FAQs (original version dated November 22, 2012), distributed to stewardship programs by the Ministry.

Recycling

Recycling end-of-life electronics diverts materials and substances of concern from landfills and prevents the shipment of these materials to locations where disposal will not be managed responsibly. Recycling also saves energy, as materials recovered can be used to create new useful products, ultimately reducing the energy demands associated with the extraction and processing of new raw material.

Recycling of electronics involves processing to recover raw materials such as metals, glass and plastics. The EPRA recycling program was developed to make sure the responsible recycling of end-of life electronics is conducted according to high, internationally recognized standards, regardless of commodity revenues.

EPRA environmental governance includes assurance that recycled materials are handled in a safe, secure and approved fashion and can be tracked accordingly. This is accomplished through a two-step approach. The Recycler Qualification office is employed upfront to only certify processors who meet the Electronic Recycling Standard 2010 (ERS). Secondly, the provincial programs follow through with quarterly Mass Balancing procedures that capture actual volumes collected and processed by primary processors and the resulting volumes and destinations of output materials, which acts as a control to ensure ERS certified processors are used.

Recycler Qualification Office

The Recycler Qualification Office (RQO) was established by the industry-led end-of-life electronics stewardship programs to ensure that environmentally sound electronics reuse and recycling standards are established, met, maintained and continually improved upon.

The RQO manages all recycler assessments and approvals on behalf of the provincial stewardship programs, to ensure assessments are undertaken in a timely manner, and results are objective, thorough, and sufficiently detailed to provide confidence in the results of the assessment.

Electronic Recycling Standard (ERS)

This is the publication that defines the Stewardship Programs' minimum requirements and approach to auditing and approving end-of-life electronics (EOLE) Recyclers to ensure that EOLE are handled in an environmentally sound and socially acceptable manner that protects the environment and safeguards worker health and safety by all processors within the material processing pathway.

Specifically, the RQO assesses processors for

- Legal and regulatory compliance
- Worker safety
- Material handling and destination safety and compliance

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Within material handling, audit review procedures include identifying use of ERS certified downstream parties and destination of product.

Mass Balancing

Once a provincial program has contracted with recyclers, the mass balance quarterly reporting process undertakes validation of actual volume handled by primary processors.

Mass balancing reporting has the following objectives:

- Ensuring input volumes match output volumes within 3%
- Identify whether any output materials are sent to non-ERS certified downstream processors and determine appropriate follow up measures to ensure processing pathways are compliant.
- Ensuring primary processor compliance with provincial inventory limits

The mass balancing reports require input volume, processed volume and output to be identified by each primary processor each quarter. The reporting also requires percentage of product by material type to be reported. While the information is self-reported, spot audits of a minimum of 1 primary processor per year, review backup documentation to validate the accuracy of the mass balance quarterly report data.

Proactive validation by the RQO of all processors who manage and distribute materials to ERS compliant destinations, combined with mass balance reporting by primary processors to validate that what was committed is in fact in place, serve to ensure a reliable, safe destination for recycled electronic materials.

2016 EPRA BC Mass Balance Results

The following table reports the processing category for material received and processed by Primary Processors on a weighted-average basis. The information is based on Primary Processor quarterly mass balance reporting which includes the destination of material shipped from their facilities.

Categorical Outputs

Categorical output of material end fate	Average
Materials Requiring Further Processing*	94.65%
Energy from Waste	1.24%
Landfilled Materials	4.11%
Total**	100.00%

* This category includes all materials shipped to approved downstream processors for further refinement prior to arriving at a point of final disposition or being sold as a commodity-grade material

** Output from the 20,156 metric tonnes reported on by Primary Processors. Of this amount, 506 metric tonnes or 2.5%, was identified through the mass balance process as being shipped to processors who were not approved by RQO to receive the specific materials shipped. This demonstrates the mass balancing procedure is working as it should and appropriate follow up measures were taken upon identification of these non-conformances.

Note: Inbound material collected 19,581 metric tonnes and the Primary Processors have reported on 20,156 metric tonnes a difference of 575 metric tonnes or 2.94%. This falls within the 3% variance allowed by our policy.

Note: Taking into consideration the materials reported as received by primary processors (+20,156 metric tonnes), the materials shipped to downstream processors (-20,676 metric tonnes) and the change in inventory (+679 metric tonnes) results in a further 159.2 MT (0.7%) of material which is within reasonable control limits.

The following table is based on mass balance reporting which includes the volume of specific materials / components shipped to approved destinations by Primary Processors and the qualitative information on processing methods and end fate of these materials / components obtained during the RQP approval and monitoring processes of all downstream processors.

Material / Component	% of Material Stream	Process
Leaded Glass	25.82%	Tubes are manually and mechanically separated and either cleaned and processed into cullet for use in glass production, or smelted for reclaim of lead from the glass.

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Plastic	23.79%	Plastics are manually and/or mechanically separated. Identifiable plastics are cleaned, sorted and pelletized for reuse; and unidentifiable plastics are landfilled, used as a fuel substitute in the process of metal smelting, or managed through an energy-from-waste recovery process.
Ferrous Metals	29.02%	Metals are manually and/or mechanically separated and smelted for reclaim.
Mixed Metals	2.86%	Metals are manually and/or mechanically separated and smelted for reclaim. (Includes Dusts)
Wood	2.09%	Materials are manually separated and managed through an energy-from-waste recovery process or landfilled.
Circuit Boards	7.58%	Boards are manually and/or mechanically separated and smelted for reclaim of precious metals, while the plastics are used as a fuel substitute in the smelting process.
Wires/Cables	1.79%	Manually and/or mechanically separated and smelted for metal recovery, while the plastics are either used as a fuel substitute in the smelting process, or mechanically separated and landfilled.
Copper	1.21%	Metals are manually and/or mechanically separated and smelted for reclaim.
Aluminum	1.48%	Metals are manually and/or mechanically separated and smelted for reclaim.
Copper Yokes	0.38%	Metals are manually and/or mechanically separated and smelted for reclaim.
Batteries	0.20%	Mechanically separated for recovery of metals.
Ink/Toner Cartridges	0.56%	Cartridges are cleaned and reconditioned for reuse or processed through an energy-from-waste recovery process.
Glass	0.36%	Non-lead glass is manually separated for recovery and further use, or introduced into the smelting process as a silica flux substitute.
Mercury Lamps	0.04%	Lamps are mechanically processed and separated into glass, metal and phosphor powder material streams. Phosphor powder is further distilled for mercury recovery. Metal and glass are also reclaimed for further use.
Ethylene Glycol	0.03%	The glycol is manually drained from the light tubes and refined for further use.
Landfill	2.01%	Materials sent to landfill
Dusts	0.09%	Dusts captured during shredding or dismantling of materials. Sent for further recovery and smelted for reclaim.
AV Media	0.69%	Materials are separated and managed through an energy-from-waste recovery process.

Primary Processors

As of December 31, 2016 the following were approved as EPRA BC primary processors:

eCycle Solutions
Chilliwack, BC
www.ecyclesolutions.com

Global Electric Electronic Processing (GEEP)
Edmonton, AB
www.geepglobal.com

FCM Recycling
Delta, BC
www.fcmrecycling.com

KC Recycling
Trail, BC

7. Product Sold and Collected and Recovery Rate

Provide a summary of the total amount of product sold, collection volumes and, if applicable, recovery rates achieved by the program based on the approach included in the approved program plan. Also provide a summary of total product recovered by regional district.

In 2016, our stewards reported the supply of 9,995,297 regulated electronic products into the province. During 2016, we collected a total of 19,581 metric tonnes of end-of-life electronics. The breakdown of the product recovered by regional district is summarized in the chart below.

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Due to the nature of our products as durable goods, and their associated long life cycle, a recovery rate calculation is not practical. Instead our Stewardship Plan was approved based on reporting on a suite of measures as outlined in sections 1 and 9.

Stewardship Agency Name		Electronics Products Recycling Association		
Program Name		Electronics		
Product Category		EOLE		
Report Period (Calendar or Fiscal)		January 1, 2016 to December 31, 2016		
Count	Name	Population Per 2016 Census Data	Recovery Rate or Capture Rate (numerical value, indicate unit of measure)	Per Capita Recovery or Capture Rate
1	Alberni-Clayoquot	30,981	89,508	2.9
2	Bulkley-Nechako	37,896	114,850	3.0
3	Capital	383,360	1,827,651	4.8
4	Cariboo	61,988	236,568	3.8
5	Central Coast	3,319	8,758	2.6
6	Central Kootenay	59,517	238,750	4.0
7	Central Okanagan	194,882	1,275,940	6.5
8	Columbia-Shuswap	51,366	221,998	4.3
9	Comox Valley	66,527	337,564	5.1
10	Cowichan Valley	83,739	396,439	4.7
11	East Kootenay	60,439	194,919	3.2
12	Fraser Valley	94,506	400,071	4.2
13	Fraser-Fort George	295,934	1,301,972	4.4
14	Greater/Metro Vancouver	2,463,431	9,607,301	3.9
15	Kitimat-Stikine	38,107	127,818	3.4
16	Kootenay Boundary	31,447	163,690	5.2
17	Mount Waddington	11,035	60,272	5.5
18	Nanaimo	155,698	735,105	4.7
19	North Okanagan	84,354	439,811	5.2
20	Northern Rockies	5,393	6,167	1.1
21	Okanagan-Similkameen	83,022	395,162	4.8
22	Peace River	62,942	208,509	3.3
23	Powell River	20,070	87,081	4.3
24	Skeena-Queen Charlotte	18,133	71,570	3.9
25	Squamish-Lillooet	42,665	204,067	4.8
26	Stikine Region	740		
27	Strathcona	44,671	151,355	3.4

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28	Sunshine Coast	29,970	154,413	5.2
29	Thompson-Nicola	132,663	476,266	3.6
30	Provincial Total	4,648,055	19,533,571	4.2

* There is a small discrepancy between this tonnage and that reported in other areas due to the measurements being taken at points in the transportation chain. The weight in the chart above was taken at the time of shipping from the depot and the other weight was taken upon arrival at the processor. The difference represents material in transit between the 2 points at the time

8. Summary of Deposits, Refunds, Revenues and Expenditures

For those programs that charge deposits only:

Include a summary of deposits received and refunds paid in British Columbia by the producers (by plan if agency manages more than one plan). Attach a copy of the current year's independently audited financial statements as an appendix.

N/A

For those programs that charge a visible ecofee only:

Include a summary of fees / rates charged by the agency and provide a summary of total revenues and expenses in British Columbia (by plan if agency manages more than one plan). Attach a copy of the current year's independently audited financial statements as an appendix.

The Program is funded by a visible Environmental Handling Fee (EHF) paid by the consumer at the time of purchase of obligated electronic items. The EHF is used to fund the collection, transportation and recycling of the material as well as administrative costs and consumer awareness efforts.

A listing of obligated products and the associated fees is available at the link below:

<https://www.return-it.ca/electronics/products/>

The information on revenues and expenses is in the attached financial statement as well as in the EPRA 2016 Annual Report at the link below:

<http://epra.ca/who-we-are/annual-report> (Begins on page 20)

9. Plan Performance

Using the table below, provide a brief overview of the performance of the plan for the current year compared to the stated performance requirements and targets specified in the approved plan. If no specific targets have been set (e.g. new plans in first year of operation), specify baseline results, significant achievements and identify when targets will be set.

Plan Target	2016 Results	Strategies for Improvement
1. Total WEEE collected 18,000 metric tonnes	21,326 Metric tonnes 2014 – 2016 average	<i>Exceeded the 3 year average of 18,000 mt outline in our plan</i>
2. Total WEEE per capita 4.0 kgs/capita	4.2 kilos per capita	Exceeded the 4.0 kg/capita outlined in our plan

EPRA [2016] Report to Executive Director, Waste Prevention Branch

Plan Target	2016 Results	Strategies for Improvement
3. 90 % of the population covered by collection sites	98.2% coverage (From 2016 study)	Exceeded the 90% coverage outlined in our plan
4. 65 % of the population aware of the program	75% awareness	Exceeded the 65% awareness outlined in our plan
5. See chart in section 1 for additional performance factors		

Attachments

- 2016 EPRA Financial Statements (beginning on page 20 of EPRA Annual report)
- Third Party Assurance Statement for Non-Financial Information
- Excel file of 196 Collections Depots and 65 R2R Collection Sites as of Dec 31, 2016
- Excel file containing a list of Collection Events in 2016

EPRA Collection Events 2016

Urban Drop Off Events

	City / Area	Location	DATE
1	City of Vancouver	Trout Lake Community Centre	Saturday, February 27, 2016
2	City of Vancouver	Gordon Neighbourhood house	Saturday, March 12, 2016
3	City of Vancouver	Gordon Neighbourhood house	Saturday, April 9, 2016
4	City of Vancouver	Safeway Parking Lot-W 10th Ave	Saturday, April 16, 2016
5	City of Surrey	Tamanawis Park - 12601 64 Ave	Saturday, April 16, 2016
6	City of Vancouver (UBC)	Wesbrook Community Centre	Saturday, April 23, 2017
7	City of Vancouver	Hastings Sunrise	Saturday, May 7, 2016
8	City of Vancouver	West End - Barclay Manor Parking Lot	Saturday, June 4, 2016
9	City of Surrey	Surrey Operations Centre	Saturday, July 9, 2016
10	City of Surrey	Kwantlen Park, Surrey, BC	Saturday, July 16, 2016
11	City of Surrey	Surrey Operations Centre	Saturday, August 6, 2016
12	City of Surrey	Surrey Operations Centre	Saturday, August 27, 2016
13	City of Vancouver	Kitsilano Community Centre Parking Lot	Saturday, September 17, 2016
14	City of Surrey	Surrey Operations Centre	Saturday, September 17, 2016
15	City of Surrey	Surrey Operations Centre	Saturday, October 1, 2016
16	City of Vancouver	West End - West End Community Centre	Saturday, October 15, 2016

Non-Urban Drop Off Event Locations

	City	Date
1	Fort St James	Saturday, July 23, 2016
2	Sicamous - CSRD	Saturday, September 10, 2016
3	Salmo	Saturday, September 28, 2016
4	Nakusp	Saturday, October 1, 2016

**EPRA Collections Sites
As of December 31, 2016**

Yellow highlight denotes R2R location

Supplier Name	Location Address	Location City
7 Mile Transfer Station	Regional District of Mount Waddington, 7 Mile Transfer Station	Port McNeill
70 Mile House Eco-Depot	3061 N. Bonaparte Road	70 Mile House
A & P Disposal & Recycling	6220 Marilyn Rd	Sooke
Abbotsford Bottle Depot	33236 Walsh Avenue	Abbotsford
Abbotsford Mission Recycling Program	33670 Valley Road	Abbotsford
Agassiz Bottle Depot	7659 Industrial Way	Agassiz
Aldergrove Return-It Depot	27482 Fraser Highway	Aldergrove
Alpine Disposal & Recycling	1045 Dunford Avenue	Langford
Armstrong Return-It Depot	3730 Pleasant Valley Blvd	Armstrong
Ashcroft Bottle & Return-it Centre	420 Railway Avenue	Ashcroft
Asset Investment Recovery - Surrey	8307 130th Street	Surrey
Asset Investment Recovery - Victoria	4234 Glanford Avenue	Saanich
B&G Bottle Depot	476 Legion Drive	Quesnel
Bella Coola Recycling Depot	Walker Island Road	Bella Coola
Best Buy - Abbotsford	4, 32900 South Fraser Way	Abbotsford
Best Buy - Burnaby	4805 Kingsway	Burnaby
Best Buy - Cambie	2220 Cambie Street	Vancouver
Best Buy - Chilliwack	#101 - 45805 Luckakuck Way	Chilliwack
Best Buy - Coquitlam	Unit 2140-2929 Barnet Highway	Coquitlam
Best Buy - Courtenay	Building D, Unit 1, 3245 Cliffe Avenue	Courtenay
Best Buy - Cowichan	#101 - 2900 Drinkwater Road	Duncan
Best Buy - Downtown Vancouver	Suite 200 - 798 Granville Street	Vancouver
Best Buy - Kamloops	Y700 - 1320 West Trans-Canada Hwy.	Kamloops
Best Buy - Kelowna	Unit 1403 - 2271 Harvey Avenue	Kelowna
Best Buy - Langford	779 McCallum Drive	Langford
Best Buy - Langley	Unit F3 - 20202 - 66 Avenue	Langley
Best Buy - Nanaimo	3200 Island Hwy. North, Unit 87	Nanaimo
Best Buy - Prince George	#201 - 3900 Walls Avenue	Prince George
Best Buy - Richmond	700, 5300 No. 3 Road	Richmond
Best Buy - South Vancouver	8133 Ontario Street	Vancouver
Best Buy - Surrey	10025 King George Highway	Surrey
Best Buy - Surrey Scott Road	12048 80 Avenue	Surrey
Best Buy - Victoria	3450 Uptown Boulevard, Suite 200	Victoria
Best Buy - West Vancouver	#2100 Park Royal South	West Vancouver
Best Buy -South Surrey	2267 160 Street	Surrey
Best Buy- Vernon	5600 24 Street	Vernon
Biggar Bottle Depot	2577 Kingsway Avenue	Port Coquitlam
Bill's Bottle Depot	2840 - 13th Avenue Southwest	Salmon Arm
Bottle Depot - Glanford	4261 Glanford Avenue	Saanich
Bottle Depot - Victoria	655 Queens Avenue	Victoria
Boucherie Self Storage & Bottle Depot	2711 Kyle Road	Kelowna
Brentwood Return-It Depot	3931 Graveley Street	Burnaby
Bridgeview Bottle & Return-It Depot	Unit 118-12332 Pattullo Place	Surrey
Bulkley Valley Bottle Depot	3446 19th Avenue	Smithers
Burns Lake Return-It Recycling Depot	113 Park Street	Burns Lake
Capital Regional District - Hartland Recycling	# 1 Hartland Avenue	Victoria
Cariboo Metal Recycling	1265 Sam Toy Avenue	Quesnel
Castlegar Return-It Depot	1507 Columbia Avenue	Castlegar
Chasers Bottle Depot	4702 - 31st Street	Vernon
Chetwynd Lions Club Recycling	4824 - 54th Street	Chetwynd
Chilliwack Bottle Depot	Unit 2, 45934 Trethewey Avenue	Chilliwack
Clearwater Bottle Depot	10 Old North Thompson Highway Road West	Clearwater
Clearwater Eco-Depot	240 Clearwater - 100 Mile FSE	Clearwater
Clinton Eco-Depot	5 Boyd Pit Road	Clinton
Columbia Bottle Depot - Central	1988 Kirschnr Road	Kelowna
Columbia Bottle Depot - Rutland	680 Dease Road	Kelowna
Columbia Bottle Depot - St. Paul	1314 St. Paul Street	Kelowna
Comox Return Centre	678 Anderton Road	Comox
Coquitlam Return-It Depot	104-2560 Barnet Hwy	Coquitlam
Courtenay Return-It Depot	493 Puntledge Road	Courtenay
Cranbrook Bottle Depot	1125 Industrial Road #3	Cranbrook
D.C. Campbell Recycling	925 - 100th Avenue	Dawson Creek
East Hastings Bottle Depot	6893 Hastings Street	Burnaby
Eco-Depot Recycling Centre	10115 - 94 Avenue	Fort St. John
Edmonds Return-It Depot	7496 Edmonds Street	Burnaby

Enderby Return-It Recycling Depot	904 Belvedere Street	Enderby
Fernie Bottle Depot	1291 Ridgemont Avenue	Fernie
Fleetwood Bottle Depot	15093 Fraser Highway	Surrey
Fort St. John Bottle Depot	10104 93rd Avenue	Fort St. John
Fraser Lake Bottle Depot	20 Cougar Street	Fraser Lake
Fraser Valley Bottle & Return-It Depot	Unit 108, 22575 Fraser Highway	Langley
G.R.I.P.S. (GRIPS)	13136 B Highway 101	Madeira Park
Galiano Island Recycling	220 Sturdies Bay Road	Galiano Island
General Grant's Recycling Centers - North Shore	611 Fortune Drive	Kamloops
General Grant's Recycling Centers - Sahali	963 Camosun Crescent	Kamloops
Gibsons Recycling Depot	1018 Venture Way	Gibsons
Go Green Bottle Depot & Recycling	7 East 7th Avenue	Vancouver
Gold Trail Recycling	694 Sollows Crescent	100 Mile House
Golden Bottle Depot	820 11th Avenue South	Golden
Grand Forks Bottle Depot	7816 Donaldson Drive	Grand Forks
Guildford Bottle Depot	Unit 100, 14727 108A Avenue	Surrey
Haney Bottle Depot	Unit 2, 22935 Lougheed Highway	Maple Ridge
Hart Return-It Centre	6665 Hart Highway	Prince George
Hazelton Bottle Depot	4413 10th Avenue	New Hazelton
Heffley Creek Eco-Depot	7381 Sullivan Valley Road	Heffley Creek
Hope Bottle Depot	930A 6th Avenue	Hope
Houston Bottle Depot	2266 North Nadina Avenue	Houston
Interior Freight & Bottle Depot	4205 24th Avenue	Vernon
Invermere Bottle Depot & Recycling	133 Industrial Road #2	Invermere
Ironwood Bottle Depot	Unit 110-11020 Horseshoe Way	Richmond
Island Return-It Campbell River	1580-F Willow Street	Campbell River
Island Return-It Duncan	6476 Norcross Road	Duncan
Island Return-It Esquimalt	935 Ellery Street	Esquimalt
Island Return-It Sidney	Unit 5, 10025 Galaran Road	Sidney
Island Return-It South Cowichan	1350 Fisher Road	Cobble Hill
J & C Bottle Depot	200 Rosetown Avenue	Penticton
Jenill Recycling	Unit 1, 13140 88th Avenue	Surrey
Junction Bottle Depot	149 Oyster Bay Drive	Ladysmith
Kensington Square Return-It Centre	6518 Hastings Street	Burnaby
Kitimat Recycling Depot	314 Railway Avenue	Kitimat
Ladner Bottle Depot	4930 Elliott Street	Ladner
Langley Bottle Depot	20137 Industrial Avenue	Langley
Lee's Bottle Depot	7385 Buller Avenue	Burnaby
Logan Lake Bottle Depot	131 Chartrand Avenue	Logan Lake
Logan Lake Eco-Depot	9261 Highway 97C	Logan Lake
Lonsdale Bottle Depot	142A 3rd Street West	North Vancouver
Lorne Street Bottle Depot	270 Halston Avenue	Kamloops
Lougheed Return-It Depot	1045A Lougheed Highway	Coquitlam
Louis Creek Eco-Depot		Barriere
Lower Nicola Eco-Depot	2348 Woodward Road	Lower Nicola
Lytton Eco-Depot	2040 Lytton-Lilloet Road/Hwy	Lytton
Maple Ridge Bottle Depot	Unit 15, 20475 Lougheed Highway	Maple Ridge
Mayne Island Recycling Society	390 Campbell Bay Road	Mayne Island
Merritt Return-It Depot	2352 Clapperton Ave.	Merritt
Metrotown Return-It Centre	4760 Imperial Street	Burnaby
Mica Ventures Inc.	405 South Mackenzie Avenue	Williams Lake
Mission Recycle Centre	7233 Park Street	Mission
Mission Recycling Depot	7229 Mershon Street	Mission
Nanaimo Recycling Exchange	2477 Kenworth Road	Nanaimo
Nechako Bottle Depot	1922 1st Avenue	Prince George
Nelson Leafs Bottle Depot	120 Silica Street	Nelson
New Life Furniture	112 Northwest Boulevard	Creston
Newton Bottle Depot	#110 - 13245 72 Avenue	Surrey
North Shore Bottle Depot	235 Donaghy Avenue	North Vancouver
North Shuswap Bottle Depot	120 Aylmer Road	Chase
North Vancouver Bottle & Return-It Depot	310 Brooksbank Avenue	North Vancouver
NVSS Bottle Depot	294 East 3rd Street	Vanderhoof
OK Bottle Depot	7960 River Road	Richmond
Osoyoos Bottle Depot	8305 - 72nd Avenue	Osoyoos
P.G. Recycling and Return-It Centre	2614 Petersen Road	Prince George
Panorama Village Return-It	Unit 112-15157 Highway 10	Surrey
Parksville Bottle & Recycling	611A Alberni Highway	Parksville
Pemberton Recycling Centre	Unit 5, 7339 Old Mill Road	Pemberton
Pender Island Recycling Society	4400 Otter Bay Road	Pender Island

Pitt Meadows Bottle & Return-It Depot	19090 Lougheed Highway	Pitt Meadows
Planet Earth Recycling	#3 1400 Industrial Road	West Kelowna
Port Alberni Return-It Depot	3680 4th Ave	Port Alberni
Port Hardy Return-It Centre	9300 Trustee Road	Port Hardy
Powell Street Return-It Bottle Depot	1856 Powell Street	Vancouver
Queensborough Landing Return-It Depot	Unit A - 409 Boyne Street	New Westminster
R&T Recyclables & Bottle Depot	Unit 23, 31550 South Fraser Way	Abbotsford
Regional District Okanagan-Similkameen	101 Martin Street	Penticton
Regional Recycling - Abbotsford	750 Riverside Road	Abbotsford
Regional Recycling - Burnaby	2961 Norland Avenue	Burnaby
Regional Recycling - Cloverdale	5534 176th Street	Surrey
Regional Recycling - Nanaimo	2375 Hayes Road	Nanaimo
Regional Recycling - Richmond	13300 Vulcan Way	Richmond
Regional Recycling - South	839 Old Victoria Road	Nanaimo
Regional Recycling - Vancouver	960 Evans Avenue	Vancouver
Regional Recycling - Whistler	8001 Nesters Road	Whistler
Revelstoke Bottle Depot	97 Cartier Street	Revelstoke
Ridge Meadows Recycling	10092 - 236th Street	Maple Ridge
Salt Spring Island Recycling Depot	349 Rainbow Road	Salt Spring Island
Salvation Army - Brentwood Bay	7177 West Saanich Road	Brentwood Bay
Salvation Army - Cedar Hill	1551 Cedar Hill Cross Road	Saanich
Salvation Army - Comox Valley	1671 Ryan Road	Comox
Salvation Army - East 12th Avenue	261 E. 12th Avenue	Vancouver
Salvation Army - Fell Avenue	1451 Fell Ave	North Vancouver
Salvation Army - Granville Street	8384 Granville Street	Vancouver
Salvation Army - Kerrisdale	2021 West 41st Avenue	Vancouver
Salvation Army - King George	7093 King George Highway	Surrey
Salvation Army - Langford	777 Goldstream Avenue	Langford
Salvation Army - Lower Mainland	19733-96 Avenue	Langley
Salvation Army - Mill Bay	855 Shawnigan-Mill Bay Road	Mill Bay
Salvation Army - New Westminster	774 Columbia Street	New Westminster
Salvation Army - North Burnaby	4099 East Hastings Street	North Burnaby
Salvation Army - North Vancouver	241 Lonsdale Avenue	North Vancouver
Salvation Army - Port Coquitlam	2275 Elgin Avenue	Port Coquitlam
Salvation Army - Prince George	3500 18th Ave	Prince George
Salvation Army - Victoria	Unit 4 - 765 Vanalman Avenue	View Royal
Salvation Army - Victoria	525 Johnson Street	Victoria
Salvation Army - Victoria Hillside	Unit 2 - 990 Hillside Avenue	Victoria
Salvation Army - View Royal	307 Island Highway	View Royal
Salvation Army - West 4th Avenue	1906 West 4th Avenue	Vancouver
Salvation Army - West Broadway	2714 West Broadway	Vancouver
Salvation Army - West Vancouver	1582 Marine Drive	West Vancouver
Salvation Army - White Rock	1327 Johnston Road	White Rock
Sapperton Return-It Depot	Unit 21 - 79 Braid Street	New Westminster
Sardis Bottle Depot	45635B Lark Road	Chilliwack
Scotch Creek Bottle Depot	3855 Squilax - Anglemont Road	Scotch Creek
Scott 72 Bottle & Return-It Depot	Unit 102, 7743 - 128th Street	Surrey
Scott Road Bottle Depot	Unit 2, 12111 - 86th Avenue	Surrey
Semiahmoo Bottle Depot	Unit 29, 15515 - 24th Avenue	Surrey
Skeena Queen Charlotte Regional District	1205 Oceanview Dr	Queen Charlotte City
Skeena Queen Charlotte-Port Clements	71454 Highway 16	Port Clements
Skeena Regional Recycling	Unit 14-342 3rd Ave West	Prince Rupert
SLRD Landfill	405 Landfill Road, Box 501	Lillooet
Smithrite Disposals Ltd.		Coquitlam
South Thompson Eco-Depot	1595 Martin Prairie Road	Pritchard
South Van Bottle Depot	34 East 69th Avenue	Vancouver
Squamish Bottle Depot	Unit 15, 38927 Queens Way	Squamish
Staples - Abbotsford	Unit # 110 32500 South Fraserway	Abbotsford
Staples - Bridgeport	Unit #110 2780 Sweden Way	Richmond
Staples - Broadway	1322 West Broadway	Vancouver
Staples - Campbell River	1440 Island Hwy	Campbell River
Staples - Capilano	1999 Marine Drive	North Vancouver
Staples - Chilliwack	101-7491 Vedder Rd	Chilliwack
Staples - Cloverdale	17433 56 Avenue, unit 108	Surrey
Staples - Coquitlam	1220 Seguin Drive	Coquitlam
Staples - Courtenay	3299 Cliffe Avenue, Unit 2	Courtenay
Staples - Cranbrook	1500 Cranbrook Street North, Unit 43	Cranbrook
Staples - Duncan	252 Trunk Road	Duncan
Staples - Fort St John	9600 93rd Avenue	Fort St. John

Staples - Kamloops	Unit 10 1395 Hillside Drive	Kamloops
Staples - Kelowna	#430 2339 HWY 97 North	Kelowna
Staples - Langford	789 McCallum Rd.	Victoria
Staples - Langley	Unit # 200 20055 Willowbrook Drive	Langley
Staples - Lougheed	4265 Lougheed Highway	Burnaby
Staples - Maple Ridge	20050 Lougheed Highway	Maple Ridge
Staples - Marine Way	5821 Marine Way	Burnaby
Staples - Metrotown	4561 Kingsway Ave.	Burnaby
Staples - Mission	32525 London Avenue, Unit 900	Mission
Staples - Nanaimo Island Highway	2000 Island Hwy.N.	Nanaimo
Staples - Nanaimo Parkway	6581 Aulds Road	Nanaimo
Staples - North Delta	7315 120th Street	Delta
Staples - Park Royal	2105 Park Royal South	West Vancouver
Staples - Penticton	102 Warren Ave.E.	Penticton
Staples - Port Alberni	3555 Johnston Road, Unit # 501	Port Alberni
Staples - Powell River	4730 Joyce Avenue	Powell River
Staples - Prince George	1600 15th Avenue Unit #206	Prince George
Staples - Quesnel	640 Newman Road, Unit # 2	Quesnel
Staples - Richmond	1-6390 No 3 Road	Richmond
Staples - Royal Centre	1055 West Georgia Street, Suite 220	Vancouver
Staples - Salmon Arm	360 Trans Canada Hwy SW, Unit # 3	Salmon Arm
Staples - Surrey North	10136 King George Hwy.	Surrey
Staples - Terrace	4645 Greig Avenue	Terrace
Staples - University Endowment Lands	2135 Allison Road, Unit 101	Vancouver
Staples - Vancouver Downtown	901 Seymour Street	Vancouver
Staples - Vancouver Grandview	3003 Grandview Hwy, Unit 1	Vancouver
Staples - Vernon	3202-32nd Street	Vernon
Staples - Victoria	Building #3 780 Tolmie Avenue	Victoria
Staples - White Rock	3037-152nd Street	Surrey
Staples - Williams Lake	#105-850 Oliver St.	Williams Lake
Staples #176	10136 King George Highway	Surrey
Steveston Return-It Depot		
Summerland Bottle Depot	9615A Victoria Road South	Summerland
Sunset Coast Bottle Depot	7127 Duncan Street	Powell River
Sur-Del Bottle Depot	8962 - 120A Street	Surrey
Surrey Central Return-It Centre	13845 - 104th Avenue	Surrey
T-2 Market	5980 Sawmill Road	Oliver
Terrace Bottle Depot	Unit 101-3110 Kalum Street	Terrace
The Battery Doctors	1972 Windsor Road	Kelowna
The Hut	367 Highway 3 West	Princeton
The Recycling Alternative	449 Industrial Ave	Vancouver
Trail Bottle Depot	562 Rossland Avenue	Trail
Tsawwassen Return-It Centre	5636 12th Avenue	Tsawwassen
Ucluelet Bottle Depot	325 Forbes Road	Ucluelet
Urban Impact Recycling Ltd.	5 Capilano Way	New Westminster
Valemount Recycling Center	993 5th Avenue	Valemount
Vancouver Central Return-It Depot	2639 Kingsway	Vancouver
Vancouver West Return-It Depot	1253 West 75th Avenue	Vancouver
Venture Bottle Depot	1818 Miller Street	Lumby
Venture Training Centre	4240 Alexis Park Drive	Vernon
Victor Surplus Equipment Ltd.	990 1st Avenue	Prince George
Walnut Grove Bottle & Return Centre	Unit 6-8, 20280 97th Avenue	Langley
Whistler Re-Use It Centre	1003 Lynham Road	Whistler
White Rock Return-It Depot	3221 140th Street	Surrey
Wide Sky Disposals	Bay 1, 4800 46th Avenue	Fort Nelson
Williams Lake Return-It Depot	232 Mackenzie Avenue South	Williams Lake
Willowbrook Recycling	19641, 60th Avenue	Langley
Winfield Return-It Centre	Unit 4, 11852 Highway 97N	Lake Country

Independent Auditors' Report



KPMG LLP

Vaughan Metropolitan Centre
100 New Park Place, Suite 1400
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Canada

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Internet: www.kpmg.ca

To the Members of Electronic Products Recycling Association

We have audited the accompanying financial statements of Electronic Products Recycling Association, which comprise the statement of financial position as at December 31, 2016, the statements of operations, changes in net assets and cash flows for the year then ended, and notes, comprising a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on our judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of Electronic Products Recycling Association as at December 31, 2016, and its results of operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Other Matter

Our audit was made for the purpose of forming an opinion on the financial statements taken as a whole. The supplementary information included in the schedules is presented for purposes of additional analysis and is not a required part of the financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and, in our opinion, is fairly stated in all material respects in relation to the financial statements taken as a whole.

A handwritten signature in black ink that reads 'KPMG LLP'. The signature is written in a cursive, slightly slanted style. Below the signature is a horizontal line that starts under the 'K' and ends under the 'P'.

Chartered Professional Accountants, Licensed Public Accountants
April 6, 2017
Vaughan, Canada

Statement of Financial Position

December 31, 2016, with comparative information for 2015

2016

2015

Assets

Current assets:

Cash and cash equivalents	\$	103,311,729	\$	114,132,319
Accounts receivable (note 2)		11,252,611		11,109,877
Short-term investments (note 3)		4,339,936		2,422,774
Prepaid expenses		132,514		66,376

		119,036,790		127,731,346
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Long-term investments (note 4)		2,456,785		4,269,300
Capital assets (note 5)		88,815		126,608

	\$	\$ 121,582,390	\$	\$ 132,127,254
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Liabilities and Net Assets

Current liabilities:

Accounts payable and accrued liabilities (note 6)	\$	7,135,465	\$	7,854,946
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Net assets:

Effectiveness and Efficiency Fund (note 7(a)):				
British Columbia		1,222,252		1,222,252
Nova Scotia and Prince Edward Island		664,126		664,126
Saskatchewan		289,000		289,000

		2,175,378		2,175,378
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Contingency reserve (note 7(b)):

British Columbia		27,764,892		27,891,705
Manitoba		9,216,518		9,457,508
Quebec		56,646,937		63,850,492
Nova Scotia and Prince Edward Island		4,288,190		5,404,070
Saskatchewan		12,052,533		12,616,311
Newfoundland & Labrador		2,616,348		2,549,209

		112,585,418		121,769,295
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Invested in capital assets:

Quebec		10,349		23,274
Headquarters		67,157		97,026
Newfoundland & Labrador		11,309		6,307

		88,815		126,607
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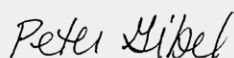
Unrestricted		(402,686)		201,028
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		114,446,925		124,272,308
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	\$	\$ 121,582,390	\$	\$ 132,127,254
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See accompanying notes to financial statements.

On behalf of the Board of Directors:



Director



Director

Statement of Operations

Year ended December 31, 2016, with comparative information for 2015	2016	2015
Revenue:		
Environmental handling fees	\$ 46,693,852	\$ 57,954,101
Management fee	2,861,674	2,423,058
Interest	959,210	1,062,254
	50,514,736	61,439,413
Expenses:		
Direct operations:		
Processing	25,071,642	26,219,041
Collection	8,589,481	10,010,124
Transportation, warehousing and storage	10,515,584	10,476,294
Quality assurance sampling and recycler audits	414,500	566,636
	44,591,207	47,272,095
Other:		
Consumer awareness and communications	5,865,058	6,310,251
Administration	9,429,856	9,115,967
Government fees	453,998	87,686
	15,748,912	15,513,904
	60,340,119	62,785,999
Excess of expenses over revenue	\$ (9,825,383)	\$ (1,346,586)

See accompanying notes to financial statements.

Statement of Changes in Net Assets

Year ended December 31, 2016, with comparative information for 2015

	British Columbia		Manitoba		Quebec	Nova Scotia and Prince Edward Island	
	Contingency reserve	Effectiveness & Efficiency Fund	Contingency reserve	Contingency reserve	Invested in capital assets	Contingency reserve	Effectiveness & Efficiency Fund
	(note 7(b))	(note 7(a))	(note 7(b))	(note 7(b))		(note 7(b))	(note 7(a))
Balance, beginning of year	\$ 27,891,705	\$ 1,222,252	\$ 9,457,508	\$ 63,850,492	\$ 23,274	\$ 5,404,070	\$ 664,126
Excess of expenses over revenue	-	-	-	-	(12,925)	-	-
Interfund transfers	(126,813)	-	(240,990)	(7,203,555)	-	(1,115,880)	-
Invested in capital assets	-	-	-	-	-	-	-
Balance, end of year	\$ 27,764,892	\$ 1,222,252	\$ 9,216,518	\$ 56,646,937	\$ 10,349	\$ 4,288,190	\$ 664,126

	Saskatchewan		Newfoundland & Labrador		Headquarters		2016	2015
	Effectiveness & efficiency Fund	Contingency reserve	Contingency reserve	Invested in capital assets	Invested in capital assets	Unrestricted	Total	Total
	(note 7(a))	(note 7(b))	(note 7(b))					
Balance, beginning of year	\$ 289,000	\$ 12,616,311	\$ 2,549,209	\$ 6,307	\$ 97,026	\$ 201,028	\$ 124,272,308	\$ 125,618,894
Excess of expenses over revenue	-	-	-	(1,523)	(29,869)	(9,781,066)	(9,825,383)	(1,346,586)
Interfund transfers	-	(563,778)	67,139	-	-	9,183,877	-	-
Invested in capital assets	-	-	-	6,525	-	(6,525)	-	-
Balance, end of year	\$ 289,000	\$ 12,052,533	\$ 2,616,348	\$ 11,309	\$ 67,157	\$ (402,686)	\$ 114,446,925	\$ 124,272,308

See accompanying notes to financial statements.

Statement of Cash Flows

Year ended December 31, 2016, with comparative information for 2015	2016	2015
Cash provided by (used in):		
Operating activities:		
Excess of expenses over revenue	\$ (9,825,383)	\$ (1,346,586)
Amortization which does not involve cash	44,316	182,504
Change in non-cash operating working capital:		
Accounts receivable	(142,733)	7,246,246
Prepaid expenses	(66,139)	(4,133)
Accounts payable and accrued liabilities	(719,478)	(1,296,658)
	(10,709,417)	4,781,373
Investing activities:		
Investments, net	(104,648)	(102,751)
Capital assets acquired	(6,525)	(29,089)
	(111,173)	(131,840)
Increase (decrease) in cash and cash equivalents	(10,820,590)	4,649,533
Cash and cash equivalents, beginning of year	114,132,319	109,482,786
Cash and cash equivalents, end of year	\$ 103,311,729	\$ 114,132,319

See accompanying notes to financial statements.

Notes to Financial Statements

Year ended December 31, 2016

The Electronic Products Recycling Association (the "EPRA" or the "Association") is an industry-led, not-for-profit association dedicated to ensuring the safe, secure and responsible recycling of end-of-life electronics and ensuring compliance with the provincial regulations on electronics recycling. Members of Electronics Product Stewardship Canada and the Retail Council of Canada established the EPRA in 2011. The EPRA collects environmental handling fees from registered companies (stewards) which sell electronics into the marketplace. These fees are in turn used to pay the handlers of end-of-life electronics, mainly collection depots, transportation companies and processors. The fees also cover the communication and education outreach on the electronics recycling programs and drop-off locations.

The EPRA was incorporated on April 14, 2011 as a Canadian not-for-profit organization without share capital. The Association was previously incorporated under the Canada Corporations Act and was continued under the Canada Not-for-profit Corporations Act in March 2013. The Association operates programs in British Columbia, Saskatchewan, Manitoba, Quebec, New Brunswick, Prince Edward Island, Nova Scotia and Newfoundland and Labrador without monetary gain or profit to its stewards. The EPRA also provides management administration to the Ontario Electronic Stewardship program. The EPRA is exempt from income taxes under Section 149 (1) of the Income Tax Act (Canada).

1. Significant accounting policies:

These financial statements have been prepared by management in accordance with Canadian accounting standards for not-for-profit organizations:

(a) Cash and cash equivalents:

Cash and cash equivalents include cash on hand and term deposits which are highly liquid.

(b) Revenue:

The Association follows the deferral method of accounting for revenue. Environmental handling fees ("EHF") are received from registered stewards within the provinces which participate in the EPRA program. The Association recognizes these

fees as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. EHF revenue is recognized as individual stewards' report and remit them as required by applicable provincial environmental legislation.

Management fee and interest revenue are recognized as earned.

(c) Direct collection, handling and processing and other expenses:

Processing, handling and collection expenses (including transportation, warehousing and related storage) are recorded on the date the electronics are gathered from collection sites. Other expenditures are recognized as incurred.

(d) Allocated expenditures:

Allocated expenditures, such as administration services, including harmonization costs, recycling quality office costs, administration and other governance expenses, are allocated to the EPRA regions of British Columbia, Saskatchewan, Manitoba, Quebec, New Brunswick, Prince Edward Island, Nova Scotia and Newfoundland and Labrador based on actual costs as incurred.

(e) Capital assets:

Purchased capital assets are recorded at cost. Amortization is provided on a straight-line basis over the estimated useful lives of the assets. Repairs and maintenance costs are charged to expense. Betterments which extend the estimated life of an asset are capitalized. When a capital asset no longer contributes to the Association's ability to provide services, its carrying amount is written down to its residual value.

Software	3 years
Furniture and equipment	5 years
Leasehold improvements	Over lease term
Equipment	5 years

(f) Financial instruments:

Financial instruments are recorded at fair value on initial recognition. Equity instruments that are quoted in an active market are subsequently measured at fair value. All other financial instruments are subsequently recorded at cost or amortized cost, unless management has elected to carry the instruments at fair value. The Association has not elected to carry any such financial instruments at fair value.

Transaction costs incurred on the acquisition of financial instruments measured subsequently at fair value are expensed as incurred.

All other financial instruments are adjusted by transaction costs incurred on acquisition and financing costs, which are amortized using the straight-line method.

Financial assets are assessed for impairment on an annual basis at the end of the fiscal year if there are indicators of impairment. If there is an indicator of impairment, the Association determines if there is a significant adverse change in the expected amount or timing of future cash flows from the financial asset. If there is a significant adverse change in the expected cash flows, the carrying value of the financial asset is reduced to the highest of the present value of the expected cash flows, the amount that could be realized from selling the financial asset or the amount the Association expects to realize by exercising its right to any collateral. If events and circumstances reverse in a future year, an impairment loss will be reversed to the extent

of the improvement, not exceeding the initial carrying value.

(g) Use of estimates:

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the year. Significant items subject to such estimates and assumptions include the allowance for doubtful accounts, accruals for processing end-of-life electronic products and environmental handling fees, accrued revenue and amortization of capital assets. Actual results could differ from those estimates.

2. Accounts receivable:

Included in accounts receivable is an amount totaling \$1,400,000 (2015 - \$1,400,000) owing from the British Columbia administration service provider that was advanced in order to finance the region's operations. The advance is unsecured, non-interest bearing and due on demand.

3. Short-term investments:

Short-term investments consist of a guaranteed investment certificate ("GIC"), bearing interest at 1.65% and maturing on March 21, 2017.

4. Long-term investments:

Long-term investments consist of a GIC, bearing interest at 1.05% and maturing on August 10, 2018.

5. Capital assets:

			2016	2015
	Cost	Accumulated amortization	Net book value	Net book value
Software	\$ 443,763	\$ 443,763	\$ -	\$ 5,456
Furniture and equipment	114,550	74,568	39,982	62,892
Leasehold improvements	69,904	32,380	37,524	51,953
Equipment	13,050	1,741	11,309	6,307
	\$ 641,267	\$ 552,452	\$ 88,815	\$ 126,608

6. Accounts payable and accrued liabilities:

Included in accounts payable and accrued liabilities are government remittances payable of \$518,640 (2015 - \$193,557), which includes amounts payable for harmonized sales tax.

7. Restricted funds:

(a) Effectiveness and Efficiency Fund:

The EPRA Board of Directors established an Effectiveness and Efficiency Fund to promote best practices for the collection, transportation and processing of end-of-life electronics and to ensure overall continued reduction of the environmental impact of the EPRA program.

The intent of the fund is for the enhancement of non-funded program elements, such as ensuring that there is adequate capacity to properly handle end-of-life electronics collected through the program, providing improvements to the metrics of the program and ensuring that best practices are employed for the handling of substances of concern. Up to 10% of direct operational expenses incurred by the EPRA may be transferred to the fund annually when there is an excess of revenue over expenses in the year.

(b) Contingency Fund:

The EPRA Board of Directors established a Contingency Fund to accumulate sufficient funds to ensure stable program operations continued through variable economic conditions.

The targeted amount for the fund is the equivalent of one year of projected operating costs. All excess of revenue over expenses not used for the purchase of capital assets and after transfers to the Effectiveness and Efficiency Fund are transferred to the fund until the targeted amount is reached. In a year where an operating deficit occurs, a transfer is made from the Contingency Fund to the general fund to cover the current year operating deficit.

8. Risk management:

(a) Credit risk:

The EPRA is exposed to credit risk that arises from the quality of its stewards. Credit risk arises from the possibility that the registrants of the EPRA will be unable to fulfill their obligations. The EPRA stewards are numerous and diverse which reduces the concentration of credit risk. Management closely evaluates the collectability to mitigate this risk. There has been no change to the risk exposure from 2015.

(b) Market risk:

The EPRA is exposed to financial risk that arises from fluctuations in the sale of consumer electronic products within the provincial regions in which the EPRA operates. This risk is minimized by the corresponding decreases in program delivery and recycling process expenses and by regulation through each regional Department of the Environment. There has been no change to the risk exposure from 2015.

(c) Interest rate risk:

The EPRA is exposed to interest rate risk arising from the possibility that changes in interest rates will affect the value of fixed income securities held by the Association. EPRA manages this risk by holding GICs and staggering the terms of the investments held. There has been no change to the risk exposure from 2015.

9. Commitments:

The Association has entered into a lease for office premises. Minimum future payments required under this operating lease are as follows:

2017	\$	195,700
2018		195,700
2019		195,700
2020		97,800
	\$	684,900



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2016 INDEPENDENT REASONABLE ASSURANCE REPORT FOR SELECTED NON-FINANCIAL INFORMATION

To the Directors of Electronic Products Recycling Association:

ASSURANCE LEVEL AND SUBJECT MATTER

We have been engaged by the management of Electronic Products Recycling Association ('EPRA') to undertake a reasonable assurance engagement in respect of the following disclosures within EPRA's Annual Report to the Director (the 'Report') and in Appendix 1, for the year ended December 31, 2016 (together the 'Subject Matter'):

- 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 BC Regulation 449/2004 (the Recycling Regulation);
- The description of how the product was managed in accordance with the pollution prevention hierarchy in accordance with Section 8(2)(d) of the Recycling Regulation;
- The total amount of the producer's product sold and collected and, if applicable, the producer's recovery rate in accordance with Section 8(2)(e) of the Recycling Regulation; and,
- The performance for the year in relation to approved targets under Sections 8(2)(b), (d) and (e) in accordance with Section 8(2)(g) of the Recycling Regulation.

The objective of this report is to express an opinion on how EPRA's management has discharged its responsibility to report on the Subject Matter in accordance with Section 8(2)(b), (d), (e) and (g) of the Recycling Regulation.

RESPONSIBILITIES

Management is responsible for the preparation and presentation of the Subject Matter in accordance with the evaluation criteria which are integral to the Subject Matter and are presented in Appendix 1, current as at the date of our report. Management is also responsible for establishing and



maintaining appropriate performance management and internal control systems from which the reported Subject Matter is derived.

Our responsibility in relation to the Subject Matter is to perform a reasonable assurance engagement and to express a conclusion based on the work performed. Our opinion does not constitute a legal determination on EPRA's compliance with the Recycling Regulation.

ASSURANCE STANDARD AND PROFESSIONAL REQUIREMENTS

We conducted our engagement in accordance with International Standard on Assurance Engagements (ISAE) 3000 (Revised) *Assurance Engagements other than Audits or Reviews of Historical Financial Information*, issued by the International Auditing and Assurance Standards Board. ISAE 3000 requires that we comply with applicable professional standards, including International Standard on Quality Control 1.

APPLICABLE CRITERIA

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

SUMMARY OF WORK PERFORMED

We planned and performed our work to obtain all of the evidence, information and explanations we considered necessary in order to form our conclusion as set out below. A reasonable assurance engagement includes examining, on a test basis, evidence supporting the amounts and disclosures within the Subject Matter. A reasonable assurance engagement 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:

- Inquiries of relevant management of EPRA's processes and related controls, to gain an understanding of EPRA's data collection, monitoring and reporting processes in relation to the Subject Matter included in the Report;
- Performing walkthroughs to test the design, and where relevant the operating effectiveness, of internal controls relating to data collection and reporting of the Subject Matter;

- Comparison of the number of collection facilities disclosed to supporting collection contracts and collection records evidencing the existence of collection facilities;
- Comparison of collection data included in the Report to internal records and recalculation of data, where appropriate;
- Gaining an understanding of the due diligence and mass balancing process applied to processors and their data conducted as part of EPRA's process for estimating how product was managed in accordance with the pollution prevention hierarchy;
- Confirmation through review of mass balance reporting and the use of Recycle Qualification Office (RQO) approved downstream pathways that Primary Processors reported volume shipped quarterly and that the destination of materials was reviewed for conformance with the RQO's approved downstream pathways;
- Comparing the disclosed product management data and process description to the underlying reported data and sample source data;
- Reviewing the Report to determine whether it is consistent with our overall knowledge of, and experience with, the non-financial performance of EPRA; and,
- Comparison of reported performance against targets to internal records and calculations of performance.

OPINION

In our opinion, the Subject Matter within Electronic Products Recycling Association's Annual Report to the Director for the year ended December 31, 2016 presents fairly in accordance with the evaluation criteria, in all material respects:

- 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 the product was managed in accordance with the pollution prevention hierarchy in accordance with Section 8(2)(d) of the Recycling Regulation;



- The total amount of the producer's product sold and collected and, if applicable, the producer's recovery rate in accordance with Section 8(2)(e) of the Recycling Regulation; and,
- The performance for the year in relation to approved targets under Sections 8(2)(b), (d) and (e) in accordance with Section 8(2)(g) of the Recycling Regulation.

EMPHASIS OF MATTER

Without qualifying our opinion above, we draw attention to the following:

As described under *Product Sold and Collected* in Appendix 1, the Ministry of Environment ***Guide to Third Party Assurance for Non-Financial Information in Annual Reports – 2016 Reporting Year*** indicates that assurance is not required for product sold data if the stewardship program does not have a recovery rate target in its approved stewardship plan against which it is required to report. As EPRA's approved stewardship plan does not have recovery rate target, our audit report does not include any opinion on the reported amounts of Product Sold in EPRA's Annual Report to the Director for the year ended December 31, 2016.

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 EPRA, and accordingly, we do not accept any responsibility for loss occasioned to any other party acting or refraining from acting based on this report.

Vancouver, Canada

June 29, 2017



Appendix 1 to the Independent Reasonable Assurance Report
Subject Matter, Applicable Definitions and Evaluation Criteria

COLLECTION FACILITIES

SUBJECT MATTER

Specific Disclosures in the annual stewardship report for which evaluation criteria were developed		
Disclosed information	Claim in the Report	Reference
Number of collection facilities	Total Collection Sites – 196 depots	<i>1. Executive Summary Comparison of Key Performance Targets</i> on Page 5 <i>4. Collection System and Facilities</i> on Page 8
Changes in number of collection facilities	This is an increase of 19 over the 177 depots reported in 2015	<i>4. Collection System and Facilities</i> on Page 8

APPLICABLE DEFINITIONS

The following definitions 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:

- i. Collection Facility: any facility that has a signed End-Of-Life Electronics Agreement for the collection of returned EOLE. A collection facility does not include collection events or return-to-retail facilities.
- ii. Collection Event: any collection of EOLE that does not require signing of an End-Of-Life Electronics Agreement to become a permanent collection facility.
- iii. Return-to-Retail Facility: a retail facility that collects and ships EOLE directly to Primary Processors. These facilities do not require signed EOLE agreements.

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:



1. The number of collection facilities is determined based on the number of facilities with signed End-Of-Life Electronics agreements in place with Encorp for collection of EOLE.
2. The number of collection facilities reported in the annual report is reconciled to the total number of collection facilities accepting EOLE (End-of-life electronics) on Encorp's list of Authorized Depots as of December 31.
3. All collection facilities in Encorp's listing have signed End-Of-Life Electronics agreements in place with Encorp for collection of EOLE.
4. Changes in the number of collection facilities are determined based on notification of changes by individual facilities which are required to be made prior to the effective date of the change. These are recorded in new supplier/change forms which are reflected in updated collection facility listings each month.
5. One-off or intermittent collection events and return-to-retail facilities are excluded from the number of collection facilities.



PRODUCT MANAGEMENT

SUBJECT MATTER

Specific Disclosures in the annual stewardship report for which evaluation criteria were developed		
Disclosed information	Claim in the Report	Reference
A description of how the recovered product was managed in accordance with the pollution prevention hierarchy (S.8(2)(d))	<ul style="list-style-type: none">• Description of the Recycler Qualification Office and Recycler Qualification Program• Description of Mass Balancing• 2016 EPRA BC Mass Balance Results	6. Pollution Prevention Hierarchy and Product / Component Management on pages 10 – 14

APPLICABLE DEFINITIONS

The following definitions were applied to the assessment of the description of how the recovered product was managed in accordance with the pollution prevention hierarchy in accordance with Section S.8(2)(d):

- i. Total weight of material processed, by category, is determined based on scaled deliveries from consolidation sites which are reconciled to invoiced material receipts from primary processors
- ii. Processors are defined as operations or facilities that manually or mechanically sort or process recovered material prior to (combined or segregated) transfer to a facility where the materials are recovered to the point where the material can enter back into the supply chain as a commodity, is used for energy generation or is treated as waste.
- iii. Primary processors are defined as operations or facilities that receive program product and initiate the recycling process by dismantling the product and sorting the materials through manual and/or mechanical means into various streams for the purpose of reclaiming recyclable materials and other approved management of residuals by downstream processors. This does not include consolidation, cross-docking, or brokering of received material without processing.



- iv. Downstream processors: are defined as operations or facilities that receive material from a primary processor or other downstream processors for the purpose of additional processing, refining and/or approved disposition of the material.
- v. Sites of final recovery are sites that accept unprocessed or processed material and treat the material to the point where it can enter back into the supply chain as a commodity, is used for energy generation or is treated as waste.

EVALUATION CRITERIA

The following evaluation criteria were applied to the assessment of the description of how the recovered product was managed in accordance with the pollution prevention hierarchy in accordance with Section S.8(2)(d):

1. Acceptable end fates are determined in accordance with EPRA's approved stewardship plan, applicable regulation, and qualitative information on processing methods and end fate of materials/components obtained through Recycler Qualification Office (RQO) Recycler Qualification Program audits and due diligence processes.
2. EPRA maintains quantitative monitoring of deliveries to primary processors and from primary processors to the next point in the recycling process (mass balancing). To the extent that there are further steps in the recycling process prior to a point of final disposition, qualitative data is collected and the processing pathways are subject to a periodic audit process.
3. Prior to approval, all processors are subject to an initial due diligence review that establishes the downstream processing pathways for each category which are in line with the acceptable end fates identified.
4. Primary processors report the weights shipped and the next destination of material components (e.g. wires & cables, copper bearing material, copper yokes, circuit boards, etc.) on a quarterly basis.
5. EPRA reviews the primary processor reporting on a quarterly basis to ensure material components are processed in line with the processing pathways as determined by the approved RQO Downstream Flow documentation. For any material components identified as processed by unapproved processors, EPRA initiates a follow-up process including

confirming approval status with RQO and contacting primary processors to investigate or stop shipments depending on the nature of the material.

6. On an annual basis, EPRA reviews primary processor reporting to ensure input volumes match the culmination of output and inventory change volumes within a 3% margin of error.
7. Nationally, EPRA performs an annual verification of one primary processor's quarterly mass balance report to ensure reported data is accurate.
8. Based on primary processor reporting and the qualitative information on processing pathways of material components obtained through the RQO program, on an annual basis EPRA consolidates primary processor data and reports on a weighted average basis estimated conformance with acceptable end fates achieved with respect to the processing of components / materials.
9. In order to maintain RQO approval, primary processors require on-site re-audit within two years of approval and all other organizations (downstream processors and sites of final disposition) require re-audit within three years of last approval. The ongoing surveillance in the form of re-audits at a minimum:
 - Identifies whether the processor has maintained documentation identifying any changes in downstream processing pathways
 - Assesses whether any new facilities in the processing pathway are approved processors
 - Assesses whether procedures for approval of new processors have been implemented
 - Assesses shipping records supporting downstream processing pathways by material component.

In addition to the standard re-audit frequency, a re-audit may be initiated prior to a scheduled review as a result of:

- a request for a change to an approved process, such as the materials processed, processing methods undertaken, or any downstream recyclers used; or

- as a result of any significant issues identified outside of the audit process, such as through media reports, regulatory notices or other incident reports.

Organizations may also be subject to periodic interim surveillance reviews to monitor status or performance against the identified requirements.

10. Prior to approval, all points of final recovery are subject to an initial due diligence review by the RQO that establishes that the nature of the activities occurring at the site are in accordance with the identified acceptable end fates, confirms that there are no further processing steps involved in material recovery and that the sites have regulatory approval to undertake the declared types of recovery.



PRODUCT SOLD AND COLLECTED

SUBJECT MATTER

Specific Disclosures in the annual stewardship report for which evaluation criteria were developed		
Disclosed information	Claim in the Report	Reference
Product collected	Total WEEE Collected – 19,581 Metric Tonnes	<i>1. Executive Summary Comparison of Key Performance Targets</i> on Page 5 <i>7. Product Sold and Collected and Recovery Rate</i> on Page 14
Product sold	“In 2016, our stewards reported the supply of 9,995,297 regulated electronic products into the province”	<i>7. Product Sold and Collected and Recovery Rate</i> on Page 14
Recovery rate	See the evaluation criterion for performance for the year in relation to targets in the approved stewardship plan below	

In accordance with the Ministry of Environment *Guide to Third Party Assurance for Non-Financial Information in Annual Reports – 2016 Reporting Year*, assurance is not required for product sold data if the stewardship program does not report a recovery rate, as defined in the Regulation, in accordance with the approved stewardship plan. Consistent with EPRA’s approved stewardship plan, there are no targets associated with recovery rate. Therefore, no evaluation criteria are required over Product Sold and an assurance opinion is not required over the reported amount of product sold.

APPLICABLE DEFINITIONS

There are no applicable definitions.

EVALUATION CRITERIA

The following evaluation criteria were applied to the assessment of total amounts of the producer’s product collected in accordance with Section 8(2)(e);

1. Product Collected: The weight of product collected is based on the weight of material shipped to processors by consolidation facilities as reported to Encorp on the documents accompanying the load (Movement Authorization forms (MAs))
2. Product Collected: Product weights identified on processors’ invoices are reconciled against shipping weight from consolidation sites for the specific pallets shipped.



3. Product Collected: The number of pallets collected is reconciled against the number of pallets shipped to processors from consolidation sites.
4. Product Collected: Adjustments for in-transit material and inventory at consolidation sites that are not yet invoiced by processors are made for annual reporting purposes.



TARGETS

SUBJECT MATTER

Specific Disclosures in the annual stewardship report for which evaluation criteria were developed		
Disclosed information	Claim in the Report	Reference
Targets associated with Section 8(2)(b) per Approved Stewardship Plan: <ul style="list-style-type: none"> Maintain 90% accessibility (percentage of the population with access to a collection site) 	% of the population covered by collection sites – 98.2% (From 2016 study)	<i>1. Executive Summary Comparison of Key Performance Targets</i> on page 5 <i>4. Collection System and Facilities</i> on page 8
Targets associated with Section 8(2)(d): <ul style="list-style-type: none"> Report on mass balancing 	<ul style="list-style-type: none"> Description of Mass Balancing 2016 EPRA BC Mass Balance Results 	<i>6. Pollution Prevention Hierarchy and Product / Component Management</i> on pages 10 – 14
Targets associated with Section 8(2)(d): <ul style="list-style-type: none"> Total weight of material recycled as a percentage of material collected. 	See criteria below	
Targets associated with Section 8(2)(e): <ul style="list-style-type: none"> Maintain a three year rolling average of a minimum of 18,000 metric tonnes of program material collected per annum commencing with the year 2011 Maintain WEEE per capita 4.0kgs/capita 	<ul style="list-style-type: none"> “21,326 metric tonne 2014-2016 average” 4.2 kilos per capita 	<i>9. Plan Performance</i> on page 16-17
Target associated with Section 8(2)(e): <ul style="list-style-type: none"> Recovery rate 	“Due to the nature of our products as durable goods, and their associated long life cycle, a recovery rate calculation is not practical. Instead our Stewardship Plan was approved based on reporting on a suite of measures as outlined in Section 1 and 9.”	<i>7. Product Sold and Collected and Recovery Rate</i> on page 14-15

In accordance with the Ministry of Environment *Guide to Third Party Assurance for Non-Financial Information in Annual Reports – 2016 Reporting Year* and subsequent confirmation from the Ministry of Environment, assurance in relation to the accessibility performance target is not required this year. As such, no evaluation criteria are required and an assurance opinion is not required in 2016.



In accordance with EPRA's approved stewardship plan, there are no targets associated with recovery rate. No evaluation criteria are required and an assurance opinion is not required.

APPLICABLE DEFINITIONS

There are no applicable definitions.

EVALUATION CRITERIA

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

1. Targets in the stewardship plan have been identified and reported on by management in the annual report; and
2. The description of progress against targets to date is supported by records of progress maintained by the Company.
3. Mass balancing data is compiled from self-reported data from sites of final recovery. The compilation is subject to audit but the base data remain unaudited and may include estimates where sites of final recovery are unable to, or choose not to, report data.

The types of recovery in self-reported data are compared to the results from the due diligence review process for each site to determine whether the site is capable of, and approved for, the types of recovery identified.

4. Total weight of material recycled as a percentage of material collected was intended to demonstrate that the material collected is passed into the recycling chain rather than sent to waste. As such this is fully covered by the product management evaluation criteria above and no further evaluation criteria are necessary.
5. A three-year rolling average of program material is calculating using a simple average of total WEEE collected in 2014, 2015 and 2016.
6. WEEE per capita is calculated as total WEEE collected in 2016 divided by the 2016 population per Census 2016 for British Columbia.