

## Checklist, Tips, and Terms for Completing the Annual Newsprint Survey

Use this information to complete the survey.

## Checklist and Tips

Prepare for the survey by using this checklist.

- 1. Collect and report the amount of newsprint you purchased during the calendar year (January through December) by the percentage of postconsumer recycled content it contains.
- 2. Convert short tons into metric tons.
- 3. Complete the survey *even if the newsprint wasn't made with postconsumer recycled content.*
- 4. Report amounts to two decimals: 3.00 tons, 150.02 tons, 200.00, etc.
- 5. Remember to combine amounts of the same percentage.

If you need assistance, call 512-239-3143 or e-mail <<u>recycle@tceq.state.tx.us</u>>.

## Useful Terms

Metric Ton—a weight equal to one million grams or approximately 1.102 short tons.

**Postconsumer Recovered Material**-material that includes paper, paperboard, and other fibrous products that have completed their normal cycles of production and use, but excludes all papermaking waste and blank white news, which is diverted for recycling prior to printing. It also includes overs and any de-inked fiber regardless of the source of such fiber except from sources specifically excluded previously.

**Postconsumer Recycled Content**—the portion of manufactured newsprint that is comprised of postconsumer recovered material usually expressed as a percentage of the total content.

**Recycled Newsprint**—any newsprint certified by the manufacturer or supplier as containing at least 25 percent postconsumer recovered material by fiber weight.

**Short Ton**—a weight of 2,000 pounds. One short ton is equal to approximately 0.907 metric ton.