



## OAKLAND EVENT ORGANIZER WASTE REDUCTION REQUIREMENTS



### 1. Set up Trash, Recycle, and Compost Collection Service

Events must arrange for trash, recycle, and compost collection service to accommodate material generated by event activity. This can be accomplished in the following ways:

- A) Use existing trash, recycle, and compost collection at the event venue with venue permission.
- B) Set up temporary trash, recycle, and compost collection:
  - 1) Waste Management of Alameda County (WMAC) is the only company authorized to provide trash and compost collection in Oakland. They can also provide recycle collection. WMAC can be reached at 510-613-8700, [csnorthbay@wm.com](mailto:csnorthbay@wm.com) or [www.wm.com](http://www.wm.com).
  - 2) Choose a recycle hauler of your choice. Visit [www.oaklandrecycles.com/events/](http://www.oaklandrecycles.com/events/) to find a list of service providers included in the “Quick Links” section of the page.

### 2. Set Up Three Stream Waste Stations

Events must have three-stream waste stations where attendees and vendors sort their discards. These must be placed wherever waste is generated and must co-locate trash (black or gray containers), recycle (blue containers), and compost (green containers) with labels and signage showing which materials are accepted in each. Download [premade event sorting signs](#) or [customize signs](#) for free.



Clear bags should be used to line the collection containers; or you may use black bags for trash, and clear bags to line recycle and compost containers. *However, recyclables must be discarded loose (unbagged) into the recycle dumpster or curbside recycle carts, as plastic bags are not allowed in recycling. Compostables can be discarded loose (unbagged) or in clear, untied bags only.*

If the event is on public property, place a three-stream waste station in front of each street litter receptacle to encourage sorting and avoid attendees using and overfilling the City’s street litter cans.

If the event uses port-o-potties, place one or two single compost containers in the handwashing area to collect paper towel waste. Be sure to have three-stream waste stations nearby to collect bottles, cups, cans, compostable waste, and trash from attendees to dispose of on their way to the restrooms.



### 3. Implement Waste Diversion Quality Control

Ensure event attendees and vendors sort their waste correctly. This can be accomplished in these ways:

- A. Engage an event greener. A partial list can be found at [www.oaklandrecycles.com/events/](http://www.oaklandrecycles.com/events/).
- B. Train volunteers to monitor waste stations and assist attendees on what-goes-where.
- C. Request a training for event greener volunteers from WMAC: [oaklandoutreach@wm.com](mailto:oaklandoutreach@wm.com).
- D. Share waste sorting information with vendors before your event using this [one-page sorting guide](#) and [how to video](#).

#### 4. Use Reusable or Compliant Food Service Ware

If single-use foodware is provided, it cannot be made of polystyrene (“Styrofoam®”) or “compostable” plastics, and must be free of high-priority toxic chemicals such as PFAS.

The City has a list of acceptable products at [www.oaklandrecycles.com/laws/](http://www.oaklandrecycles.com/laws/). If fewer than three options are listed for a specific item, vendors may use any single-use disposable *except* those made of polystyrene (“Styrofoam®”) or “compostable” plastic.



Reusable cups, as part of a reusable cup system, will be required for 25% of unpackaged beverages at events with >500 attendees (effective July 1, 2025). This requirement increases to 100% of unpackaged beverages Jan 1, 2027. A list of companies providing reusable foodware systems can be found here: [www.stopwaste.org/reusable-foodware-service-providers](http://www.stopwaste.org/reusable-foodware-service-providers).

Accessories such as napkins, utensils, chopsticks, straws, and stir sticks must be available for patrons at self-serve stations; they cannot be handed out automatically and cannot be packaged/bundled. Adding these requirements to your vendor contract ensures your vendors are aware of their responsibilities.

Condiment dispensers are required to be used instead of single-serve packets (effective: July 1, 2025).

Learn more about these requirements here: <https://www.oaklandrecycles.com/laws/reusables>.

#### 5. Prevent Edible Food Waste

Large events (>2,000 guests/day) are required to have a plan to minimize edible food waste:

- A) Have volunteers or event staff take extra food home.
- B) Encourage vendors to sell food at a discount the last hour or 30 minutes.
- C) Arrange for excess food to be collected by a food recovery organization or a mobile app: <https://resource.stopwaste.org/food-recovery-organizations>.

#### 6. Order Hydration Stations

For the health and safety of your guests, vendors, and staff, and to reduce waste, water refill stations are strongly encouraged. Remind guests to bring their refillable water bottles or use reusable event cups and stay hydrated throughout the event! Many Bay Area companies provide this service. See [www.oaklandrecycles.com/events/](http://www.oaklandrecycles.com/events/) for a partial list.



### QUESTIONS?

Contact the City of Oakland Recycling Hotline: [recycling@oaklandca.gov](mailto:recycling@oaklandca.gov) or (510) 238-7283.

*Updated: Dec 2024*