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About the Guidelines

Staff at all participating collection sites must be knowledgeable regarding these guidelines before accepting mattresses. For simplicity, these guidelines will refer to mattresses, box springs and futons as mattresses. These guidelines describe the program and expectations for participating sites. MRC reserves the right to update, change, modify, amend, add or remove terms or otherwise alter these guidelines at any time with or without prior notice.

About the Mattress Recycling Council

In 2013, California enacted Senate Bill 254 as amended which requires mattress manufacturers to create a recycling program for mattresses discarded in the state. The bedding industry established the Mattress Recycling Council (MRC) to develop and operate the mattress recycling program known as Bye Bye Mattress.

What MRC Provides

MRC provides the following to participating collection sites:

- A collection container to store mattresses that is appropriate for the number of mattresses that the collection site expects to generate and the site's available space
- Transportation from the collection site to a contracted recycler
- No-cost mattress recycling services

CONTACTS

MRC Contacts: Visit our site <u>here</u> to view our current contact page.



Scan the above QR code to find a map of MRC's Program Coordinator's territories and your designated Program Coordinator contact.

Payables

For issues with your billing and invoicing, please contact: Accounts Payable 1-855-229-1691 payables@mrc-us.org

Transportation

For issues with your carrier, frequency of service, or access to the MyMRC portal contact: transportation@mrc-us.org



PROGRAM MATERIALS

INCLUDED PRODUCTS

Mattresses: Defined as any sleep surface covered with ticking or fabric that contains resilient material such as steel innersprings, foam, fiber or other filling or upholstery materials, used alone or in combination, regardless of size or shape. This definition includes foam mattresses.

Futons: See mattress definition above. Futon mattresses must be detachable from the frame or base to be accepted. Futon mattresses that do not detach from the frame or base are not included.

Box springs also commonly called foundations: A ticking or fabric-covered structure used to support a mattress or sleep surface and may be comprised of a frame, foam, springs or other structure, or other materials, used alone or in combination, regardless of whether the product is stationary or adjustable.



All items accepted for recycling by MRC must have been used and discarded in the state of California.

PROGRAM MATERIALS

EXCLUDED PRODUCTS

- Severely wet, damaged, twisted, frozen, or soiled mattresses
- Adjustable bases not covered in ticking or fabric
- Air mattresses that contain no upholstery material (such as camping beds)
- Car beds
- California Prison Industry Authority units
- Collapsible roll-away beds
- Fold-out sofa beds
- Futon frames or bases
- Juvenile products including crib mattresses, carriages, baskets, dressing tables, strollers, playpens, infant carriers, lounge pad, crib bumpers
- Loose bedding, blankets, or sheets
- Mattresses infested with bed bugs or other living organisms
- Mattress pads and toppers
- Metal bed frames
- Out-of-state mattresses
- Pillows and cushions
- Sleeping bags
- Water beds









PROGRAM MATERIALS

MATTRESS INSPECTION AND EXAMINATION

Collection site staff should screen incoming mattresses to determine whether they are suitable for recycling and should remove mattresses that are:

- Excessively wet or frozen
- Severely twisted, punctured, or crushed
- Infested with bed bugs or other living organisms
- Exceptionally soiled or moldy

Mattresses not suitable for recycling should be disposed of through your existing solid waste stream or your nearby solid waste facility.

Bed Bug Identification

Mattresses and box springs infested with bed bugs are unacceptable for recycling and should be disposed of through your existing solid waste stream or your nearby solid waste facility. Staff at collection sites should evaluate program materials for evidence of bed bug infestation. A training webinar focused on dispelling health-related myths, identifying bed bugs, and offering best practices for protecting staff can be found here: https://www.mattressrecyclingcouncil.org/resources



Bed bugs are tan to brown in color, but may appear redder if they have fed.

Adult Bed Bugs are dorsally flat insects, broadly oval, and the size of an apple or melon seed (1/4").

Nymphs look like adults in shape but are smaller.

Eggs are white and barrel-shaped.

Signs of bed bug activity may be more obvious than the insects themselves. Look for clusters of dark spots or smudges on mattresses (fecal spots), especially along seams. Eggs, shed skins, and all life stages of bed bugs may also be present in these 'soiled' areas.







For more information on bed bugs, please refer to the resources made possible by the **Connecticut Coalition Against Bed Bugs at www.ct.gov/caes/CCABB**

QUALITY STANDARDS

Acceptable Quality

IMPORTANT: Only units used and discarded in California are accepted by the program.

Shown here are examples of acceptable units.

Other Conditions:

- Futons (with base detached)
- Adjustable beds (if covered with fabric and ticking)
- All-foam mattresses









Unacceptable Quality

Shown here are examples to illustrate severe damage, heavy soiling, and infestation.

Other Conditions:

- Out-of-state mattresses
- Severely damaged or soiled mattresses
- Mattress that have been stripped of padding components.
- Pillows and cushions
- Fold-out sofa beds and futon frames or bases
- Loose mattress pads, toppers
- Loose bedding, blankets, or sheets
- Water beds
- Fire damaged units









MATERIALS COLLECTION & HANDLING

Each collection site will have unique operational considerations. Participating sites must make their own decisions about how to best manage their operations in the safest manner possible in accordance with applicable laws. At a minimum, each participating site must meet these requirements:

MINIMUM PROGRAM REQUIREMENTS

SITE

Each collection site must be secure with adequate space and staffing to handle and store acceptable mattresses.

PERMITS

Each collection site must have knowledge of and comply with all applicable federal, state, and local laws. These may include, but are not limited to, zoning requirements, state permit requirements, and OSHA or other workplace requirements. Please contact your Local Enforcement Agency (LEA) to confirm whether your site is in compliance with all applicable notifications or requirements for accepting mattresses for recycling at your site. In many cases, this will be your county or local Public Health Department.

INSURANCE

Each collection site must maintain commercial general liability insurance coverage of at least \$1,000,000 per occurrence and workers compensation coverage, as required by statue.

TRAINING

Staff at each collection site must be trained and knowledgeable regarding these guidelines before accepting mattresses for recycling.

STORING & LOADING MATTRESSES Collection sites must keep mattresses dry by storing in weatherproof containers or under cover to maximize their recyclability. In addition, all collection sites must:

*See page 9 for photos and guidelines

- Make every effort to place mattresses in MRC-designated storage containers immediately upon acceptance
- Store units off the ground and make every effort to keep container doors closed
- · Keep mattresses intact and not intentionally crush or puncture them
- Efficiently stack mattresses to maximize the number of units loaded in each storage container*
- Provide oversight to keep unacceptable items out of MRC-designated storage containers
- Remove any non-program materials from MRC-designated storage containers before transport to MRC recyclers
- Practice good housekeeping standards and keep storage containers and program materials in a neat and orderly condition

SITE ACCESS

Collection sites must allow MRC on-site access to confirm compliance with these guidelines.

MATERIALS COLLECTION & HANDLING

LOADING MATTRESSES IN STORAGE CONTAINERS

Expected number of mattresses that should fit in various container sizes:

Container Type	Number of Mattresses
20-foot sea container	30-45
28-foot trailer	60-95
40-foot sea container	75-95
40-yard roll-off container	35-50
48-foot trailer	110-180
53-foot trailer	125-190

Acceptable Loading

- **1. Begin each stack with a queen or full size box spring.**This acts as a base pallet to create a secure stack and makes unloading of mattresses quick and efficient.
- **2. Mattresses should be stacked horizontally** to the top of the trailer to maximize space.
- **3.** In small quantities, king size mattresses can be placed vertically next to a stack of horizontal mattresses. If there are more than 10 king size units, stack horizontally.



Unacceptable Loading

IMPORTANT: Do not load units vertically or in an unsafe manner.

Please contact your Program Coordinator to learn more about acceptable/non-acceptable units and appropriate stacking and loading techniques.





TRANSPORTATION & PROCESSING

TRANSPORTERS

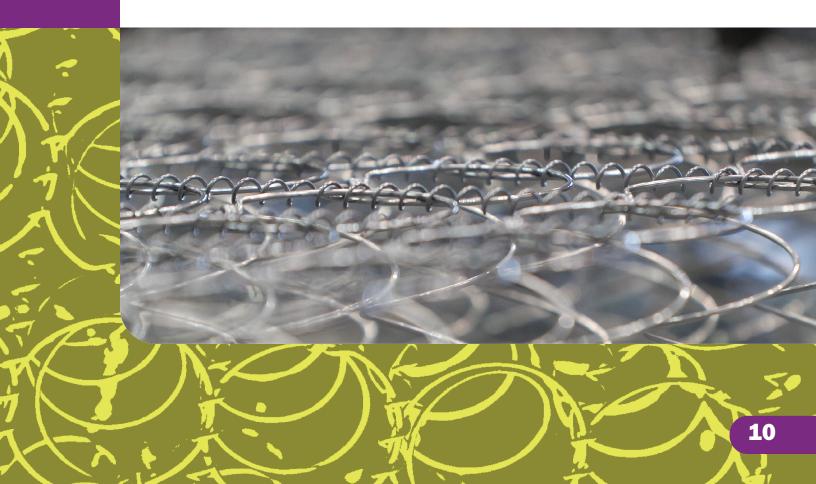
MRC will assign each collection site a transporter to provide a storage container and transportation services.

- MRC-contracted transporters must maintain commercial general liability and automobile insurance coverage of at least \$1,000,000 per occurrence
- Each collection site must notify transporter at least two business days before a storage container is full of mattresses
- Each collection site must request a haul through MyMRC
- On the scheduled pick up day, the collection site must make the collection container readily accessible to the transporter

A collection site may choose to provide its own storage container(s) and transportation. These locations must schedule appointments with the recycler on MyMRC to select a drop-off time.

RECYCLERS

Recyclers under contract with MRC will meet established recycling standards and accurately account for all mattresses received, the mattress components recycled (e.g., foam, steel, wood, fiber, etc.) and any residual disposal. Collection sites will be assigned an MRC recycler to best service your facility.



RECORDKEEPING

MyMRC:

MyMRC is a secure, online portal for collection sites, transporters, and recyclers. Upon activation, those assigned a user account will receive an email with their username and password.

MyMRC serves as a central location for all involved in the collection, transportation, and recycling of mattresses to more efficiently coordinate logistics and access real-time data. Once logged in, there is a personalized experience:

Collection Sites will use MyMRC to request pickups, cancel pickups, report feedback to MRC, and access detailed reports about the units collected on site.

Transporters will use MyMRC to manage pickup requests (accepting, rejecting or diverting them), make docking appointments with recyclers, and report feedback to MRC regarding completed pickups or issues experienced with a haul. Detailed reporting and dashboards will be available as well.

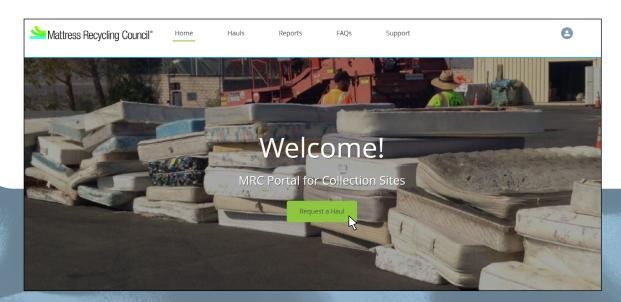
Annual Reporting to CalRecycle:

Per the law, mattress recyclers, renovators, and solid waste facilities, as defined by Public Resources Code section 42986, must submit an annual report to CalRecycle by May 1 each year.

See CalRecycle's website for more information:

https://www.calrecycle.ca.gov/Mattresses/AnnualReport/

The annual reports must meet the requirements listed in Title 14, California Code of Regulations (CCR) sections 18965-18967, which includes contact information and quantitative information. Annual reports are used by CalRecycle and MRC to assess the program and establish and update the mattress recycling goals for the state. To pull a record of your site's annual collection data, you can navigate to the "Hauls" tab in MyMRC. Under this tab, you will be able to pull the needed mattress collection counts and weights for Cal Recycle or other internal/external reporting.



PROGRAM WITHDRAWAL & TERMINATION

A collection site's participation in MRC's Bye Bye Mattress program in California is voluntary. Either party may withdraw from participation in accordance with the terms in your contract. Written notice to the other party is required. MRC reserves the right to remove any collection site not in compliance with these guidelines from further participation in the program. To withdraw from MRC's Bye Bye Mattress program, please reach out to your Program Coordinator (see page 3 for contact details).

If the Bye Bye Mattress Program is creating on-site operational challenges for your staff, please reach out to your Program Coordinator (see page 3) for technical assistance and information about our available site improvement funding.

