

OTS – Ontario Tire Stewardship

Registration Information Session

Agenda

- Introduction
- Overview of OTS, Used Tires Program and Roles
- 3) Process for registration
 - How to register and basic requirements for registration by stakeholder type
- Resources



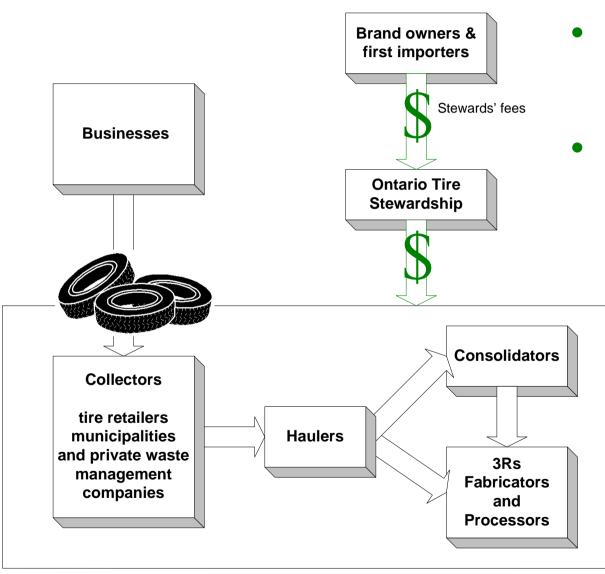
Used Tires Program



OTS & The Used Tires Program

- 1) OTS Ontario Tire Stewardship
 - (IFO) Industry Funding Organization approved by the Minister of Environment on April 8, 2009 funded by tire manufacturers and importers
 - It represents an innovative results-based diversion program for scrap tires in Ontario in a manner that is both environmentally responsible and economically sound
 - Established under the (WDA) Waste Diversion Act, 2002

Used Tires – Program Plan



Stewards pay fees to OTS

OTS uses fees to pay for "collecting, storing, transporting, processing and marketing" scrap tires

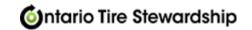
Used Tires Program – Main Objectives

- 1) To promote reduction, reuse and recycling of Used Tires.
- 2) To financially support and expand the used tire collection system
- 3) To divert 90% of used on-road tires over the next 5 years and 50% of used off-road tires.
- 4) To clean up all used tires in stockpiles within the first three years of the program
- 5) Ensure Used Tires are collected, transported and processed in a safe and environmentally sounds manner.
- 6) To expand capacity in Ontario to process used tires and manufacture products from used tires and tire derived products, to be able ultimately to process all scrap tires in Ontario.
- To undertake research and development to identify opportunities for new markets / uses of scrap tires
- 8) To shift the costs of managing Used Tires to the manufacturers and importers of tires into Ontario.



Tire types included in the Program

Tire Category		PTEs per Tire	TSF per Tire
Passenger & Light Truck, also includes, but not limited to		1	\$5.84
 small RV, ST, Temp Spare, Motorcycle, Golf Cart, ATV, Free-rolling Farm, Utility, Small Trailer, Small Industrial, Forklift and skid/steer tires 16" and under 			
Medium Truck Tires		5	\$14.65
Small & Large Industrial Tires		9	\$12.52
Ag Drive and Logger Skidder		11	\$15.30
Small OTR	- from 1300R24 to 23.5R25	16	\$22.26
Medium OTR	- over 23.5R25 to 33" rim diameter	70	\$97.38
Large OTR dia.	- over 33" to and including 39" rim	75	\$104.34
Giant OTR	- over 39" rim dia.	180	\$250.41



Roles in program



Basic Description of Program Roles

Steward

Brand Owner or first importer of tires into Ontario.

Collectors

Collects used tires.

This is potentially any organization that removes tires from vehicles or receives used tires from consumers e.g. municipal landfills, automobile recyclers and tire dealers

Haulers

A business that transports scrap tires to a recycler or Scrap Tire Processor.

Processors

4) Process scrap tires into other product streams or raw materials e.g. crumb rubber

Recycled Product **Manufacturers**

A business that uses processed scrap tire raw materials for new 5) products or uses e.g. molded or extruded rubber products



Hierarchy of Stewards

Sec, 8(I)(2) of the OTS Plan outlines the hierarchy for determining which Person shall be designated as a Steward for New Tires The following provisions shall apply, in the order in which they are set out If two or more Persons are designated as a Steward pursuant to the following, the earlier provision shall prevail.

•An OEM is designated as the Steward with respect to all New Tires on vehicles Supplied by the OEM:

- •A Brand Owner is designated as a Steward with respect to all New Tires:
 - a) Supplied in the Data Period in respect of which it is the Brand Owner:
 - b) to which it has a Commercial Connection,
- •A First Importer is designated as a Steward with respect to all New Tires.
 - a) Supplied in the Data Period of which it is the First Importer, or
 - b) of which it is the First Importer in the Data Period for use by it or its affiliate in the Province of Ontario, other than New Tires purchased by an individual for personal use
- •If there are Unbranded Tires Supplied in the Data Period and if the manufacturer is Resident m Ontario, the manufacturer of such Tires shall be designated as the Steward for such Tires, otherwise the First importer shall be designated as the Steward for such Tires.
- •If there are two or more Brand Owners for the same Tires Supplied in the same Data Period, the Brand Owner most directly connected to the manufacture of the Tires shall be designated as the Steward,
- •Where there is no Steward for a particular Supply of New Tires in Ontario, any Person who elects to become a Steward for such New Tires shall, upon obtaining the consent of OTS and executing an agreement to be bound by these Rules, be designated a Steward for such Supply

Roles, Obligations or Requirements



Two Main Groups in Program

1) Stewards

- Stewards are Legally obligated under the Program and must register with OTS.
- They also need to comply with the Program Rules contained in the Used Tires Program Plan.

2) Operational Registrants

- Collectors, Haulers, Processors and Recycled Product Manufacturers
- Receive incentive to participate in program



Stewards - Understand your Role and Obligations

1) Stewards need to report on the type and quantity of On-Road and Off-Road tires supplied into the Ontario marketplace and remit Tire Stewardship Fees (TSFs) to OTS. These fees will be used to operate the Program, including incentives to collect, transport and process scrap tires

2) Stewards must register by **September 1**, **2009** and begin remitting Tire Stewardship Fees (TSFs) on a monthly basis as of September 1, 2009.

Role and Requirements of Collectors

- 1) Collectors need to report on the types and quantity of tires they collect
- 2) Collectors are obligated to accept used tire drop-offs for the types of used tires that they agree to collect
- 3) Registered Collectors who are retailers are obligated to accept up to 4 used tires per person without the person having to make a purchase.
- 4) Tires must be stored in accordance with Ministry of Environment and Fire Marshall Regulations, and in a manner that ensures they are free of foreign material and excessive moisture, and are secure and accessible for easy pick up
- 5) Collectors must use OTS registered Haulers for pick up of tires
- 6) Collectors must keep records of number of used tires accumulated and the Hauler(s) who pick up their used tires
- 7) Collectors may not charge to receive a used tire from an Ontario resident
- 8) Collectors agree to wait until a minimum number of tires has been accumulated before calling for a pick-up. The minimum number of tires is 50 tires in Southern Ontario, and 75 tires for Northern Ontario.



Incentives for Collectors

- 1) In the first year, the Program Plan includes a Used Tire Collection Allowance of 88¢ per Passenger/Light Truck tire and Off The Road (OTR) tire weighing 10 kg or less tire and \$3.05 per medium Truck and OTR Tire weighing more than 10 kg
- 2) Free pick up of used tires by registered haulers
- 3) OTS will provide point of sale (POS) material for customers
- 4) Your name posted on the OTS website as a registered Collector

Roles and Requirements of Haulers

- Deliver scrap tires to OTS registered Processors
- 2) Pick up used tires from registered Collectors at no charge
- Complete an OTS Used Tire manifest form and submit to OTS
- Provide detailed information to OTS on final destinations of tires including tires that are culled for reuse or retreading both domestically and outside of Ontario

Incentives for Haulers

- 1) The applicable Transportation Incentive
 - Varies depending on the pickup point and processor destination.
 - For exact incentive amounts, please see the Hauler's Handling Allowances table located on the OTS website.
- 2) Your name posted on the OTS website as a registered Hauler

Role and Requirements for Processors

- 1) Register with the Used Tires Program and sign the Processor Agreement with OTS
- 2) Provide proof of sale of Tire Derived Products (TDPs)
- Accept tires from registered Haulers for no charge (only applies to the types of tires that the Processor is registered to accept)
- 4) Provide proof of end use of the TDPs sold and demonstrate that these materials are being used by their customers in a manner compliant with the diversion objectives of the program. This will be reviewed regularly by OTS.

Incentives for Processors

1) Applicable Processing Incentives - In order to encourage the production of higher-value added products, an incentive system based on product type will be used.

2) Payment to the processor will take place within 35 days of OTS receiving the required proof of sales of Tire-Derived Products (TDP)

3) Your name posted on the OTS website as a registered Processor

RPM - Recycled product manufacturers

If you are interested in becoming a RPM, send an e-mail to info@ontarioTS.ca and include:

- Name of Business
- Contact Info

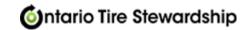
3) State in the e-mail that you are interested in becoming a RPM within The Used Tires Program

Process for Registration



Before you Start: Authority to Sign up

You must have the authority to bind your corporation / business or have been granted the authority to bind your corporation / business with Ontario Tire Stewardship.



Step1: Review the Registrant Identification Guide

©TS

USED TIRES PROGRAM REGISTRANT IDENTIFICATION GUIDE

DISCLAIMER:

Please note that this Program identification Guide is to be used solely as a tool to help you determine your role under the Used Tires Program. It is your responsibility to register under the appropriate role(s) in accordance with the Program Rules.

Also note that the questions posed in each category below are meant to be used for general guidance and do not necessarily guarantee that your organization will be able to register with the program.

Before you register for the Used Tires Program, it is important to know which function(s) you will furfill within it. The program has outlined five roles. This Registrant identification Guide will help you understand the role your business will play:

- If you manufacture or import tires into Ontario you may be a Steward. Please go to Section 1.
- If you collect and/or remove used tires from vehicles you may be a Collector. Please go to Section 2.
- If you transport used/scrap tires to a used/scrap tire processor, you may be a Hauler.
 Please go to Section 3.
- If your business is involved in the processing of used/scrap tires into tire aggregates or tire derived products, you may be a Processor. Please go to Seofton 4.
- If your business uses processed raw materials from used/scrap tires for new products or uses, you may be a Recycled Product Manufacturer (RPM). Please go to Section 6.

Please Note: It is possible that your business performs more than one of these functions and you will therefore need to register your business under each applicable role.

Section 1: Stewards

A) Definition of Stewards

Section 30 of the Waste Diversion Act defines a Steward as a person or class of persons having a commercial connection to the designated waste, or to a product from which the designated waste is derived. The Minister's Program Request Letter directs that the funding rules under the program define stewards as Brand Owners and First Importers of tires into Ontario.

The Rules for Stewards contained in the Approved Plan defines Brand Owners for the purposes of this program as:

- a. The registered owner of the brand, or
- b. A licensee of the brand, or
- c. A person who owns the intellectual property rights to the brand, or
- d. A person who is the licensee, in respect of the intellectual property rights of the brand.

Found at www.ontarioTS.ca

 https://www.ontariots.ca/files/Registra nt%20Identification%20Guide.pdf



Step 2: Register for the Used Tires Program

- 1) Name of commercial liability insurer and expiry date of policy
 - Applicable to Collectors, Haulers and Processors
- 2) Worker Health & Safety certification number (WSIB Registration number)
 - Applicable to Collectors, Haulers and Processors
 - If employees are a part of the company
- 3) Business start date
- 4) Goods and Services Tax (GST) number

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Step 3: Complete the Registration Form(s) and Submit to OTS

1. Online

- Fastest Option: Takes 10 Business Days to Process
 - Note: You must have a valid email address
- Once your application has been accepted, you will be sent your Registration Number along with a Welcome Letter

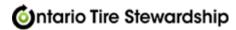
2. Fax / Mail

- Takes 15 Business Days to Process from the time the application is received by OTS
- Download and print your form(s) by visiting the OTS website at <u>www.ontarioTS.ca</u>. If you are unable to download the forms online, please contact OTS and hard copies will be provided to you.
- Once you have completed the form(s), you can fax them to OTS at 866-884-7372 or mail to

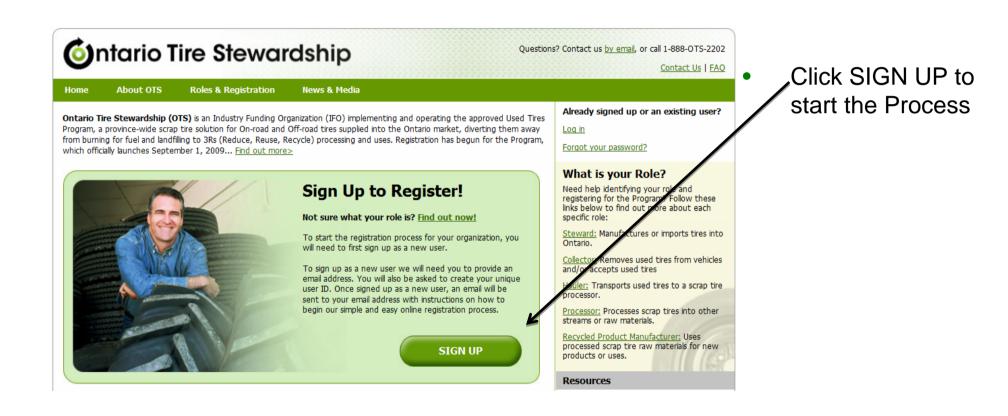
Ontario Tire Stewardship

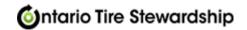
Attn: Registration Centre 405 The West Mall, Suite 500 Toronto, Ontario, M9C 5K7

 Once your application has been accepted, you will be sent your Registration Number along with a Welcome Letter.

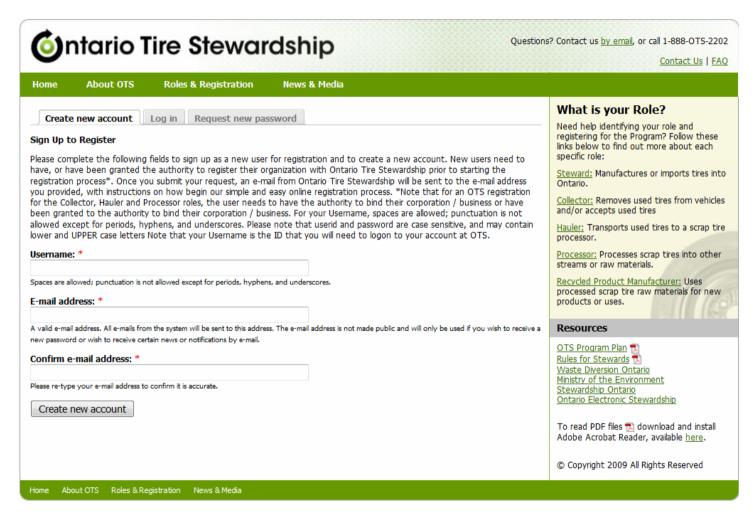


Online Registration Process — Step 1: Sign up for user Account





After Clicking Sign Up



- Select a user name
- Give a valid e-mail



Confirmation



- Confirm E-mail address to activate account
- Note:
 - User account is used for registration process and,
 - Used to submit online Forms (if applicable)



Validation E-mail

From: info@ontarioTS.ca

Subject: Account details at Ontario Tire Stewardship

Date: 22 July, 2009 06:31:06 AM PDT

To:

Thank you for registering at Ontario Tire Stewardship.

Your username is: Daffyduck

IMPORTANT: For full site access, you will need to click on this link, or copy and paste the FULL link in your browser:

https://www.ontariots.ca/?g=user/validate/711/1248269466/9b87d22017e9990168f5fae9b6f67544

This is a one-time log in, so it can be used only once. By clicking this link, we can verify your e-mail address, and you will be redirected so you can add your password. You will then be logged into the OTS website to complete the online program registration process.

In the future you will be able to log into your OTS account, using this username and password, at: https://www.ontariots.ca/?q=user

You can also access your account by going to our OTS website at https://www.ontarioTS.ca

Note that you need to be logged into your OTS user account in order to complete the online program registration process.

-- Ontario Tire Stewardship team

Click this link to verify your e-mail address

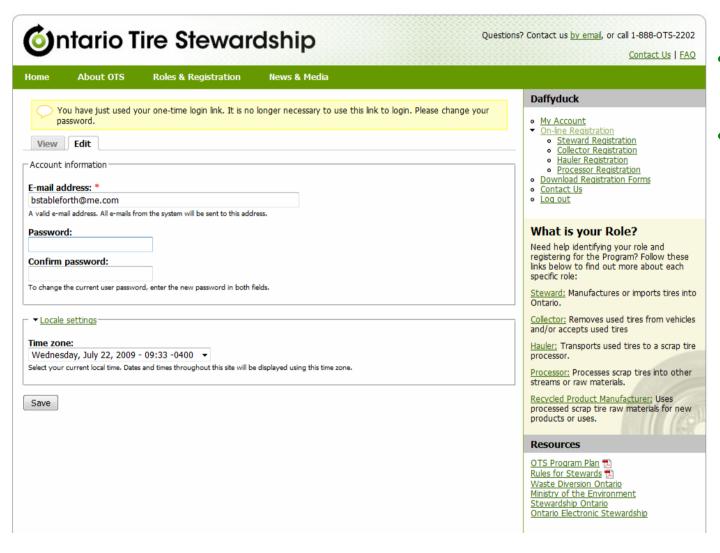
One-time log in

Use this link in the future to login

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Page 29

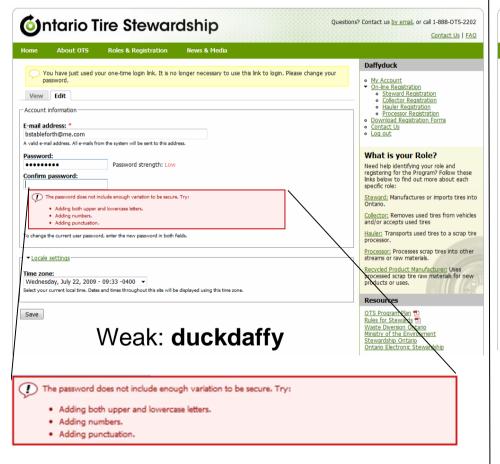
Validation Link leads to...



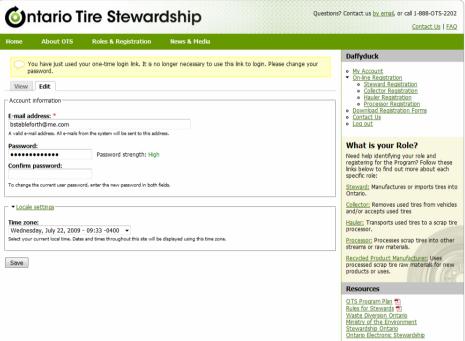
- Create your own password
- A strong password will contain
 - Upper and lower case letters
 - Numbers
 - Punctuation

Weak/High Password Strength

Weak

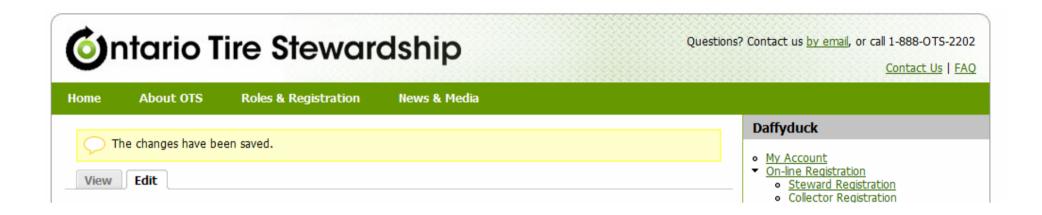


High



Strong: **Duck12Daffy\$%**

After you select a suitable password



Login



Questions? Contact us by email, or call 1-888-OTS-2202

Contact Us | FAQ

Home

About OTS

Roles & Registration

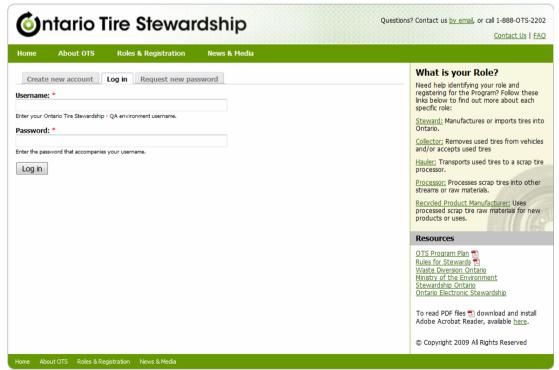
News & Media

Ontario Tire Stewardship (OTS) is an Industry Funding Organization (IFO) implementing and operating the approved Used Tires Program, a province-wide scrap tire solution for On-road and Off-road tires supplied into the Ontario market, diverting them away from burning for fuel and landfilling to 3Rs (Reduce, Reuse, Recycle) processing and uses. Registration has begun for the Program, which officially launches September 1, 2009... Find out more>

Already signed up or an existing user?

Log in

Forgot your password?



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Start Registration Process



Ouestions? Contact us by email, or call 1-888-OTS-2202

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Home

About OTS

Roles & Registration

News & Media

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Register Now!

Thanks for signing up! You can now start the registration process.

Please select your role:

Steward Registration Collector Registration Hauler Registration Processor Registration

Not sure what your role is? Find out now!

Latest News

July 6, 2009 Registration for the Used Tires Program has begun and our Call Center is open for questions. Visit the Roles & Registration page to learn about your role in the program, how to register, and for details on upcoming informational sessions.

July 6, 2009 OTS is seeking proposals from qualified scrap tire processing firms operating outside of the province to provide additional scrap tire processing services in support of the Year 1 of operations. Download the RFP The deadline for submission is July 22, 2009. Click here for full story...

July 2, 2009 Notification to Stewards of Used Tires Stewardship Program... Click here for full story...

user

- My Account
- ▼ On-line Registration
 - Steward Registration
 - Collector Registration
 - Hauler Registration
 Prospers Registration
- Processor Registration
 Download Registration Forms
- Contact Us
- Log out

What is your Role?

Need help identifying your role and registering for the Program? Follow these links below to find out more about each specific role:

<u>Steward:</u> Manufactures or imports tires into Ontario.

Collector: Removes used tires from vehicles and/or accepts used tires

<u>Hauler:</u> Transports used tires to a scrap tire processor.

<u>Processor:</u> Processes scrap tires into other streams or raw materials.

Recycled Product Manufacturer: Uses processed scrap tire raw materials for new products or uses.

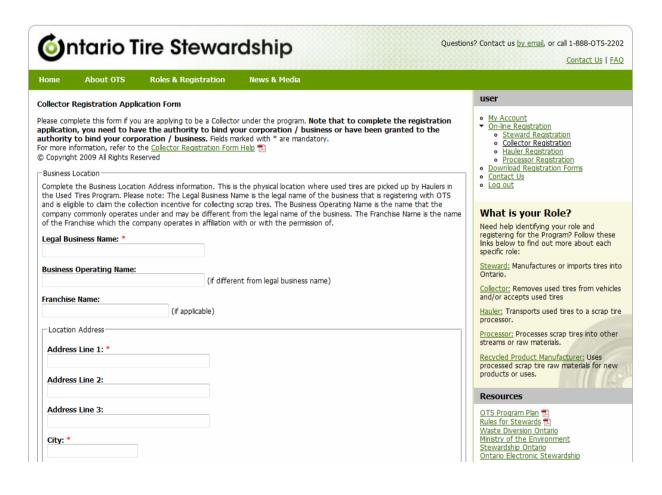
Resources

OTS Program Plan Rules for Stewards Waste Diversion Ontario Ministry of the Environment Stewardship Ontario Ontario Stewardship Stewardship Stewardship Stewardship Stewardship

 We'll use the Collector registration process as an example



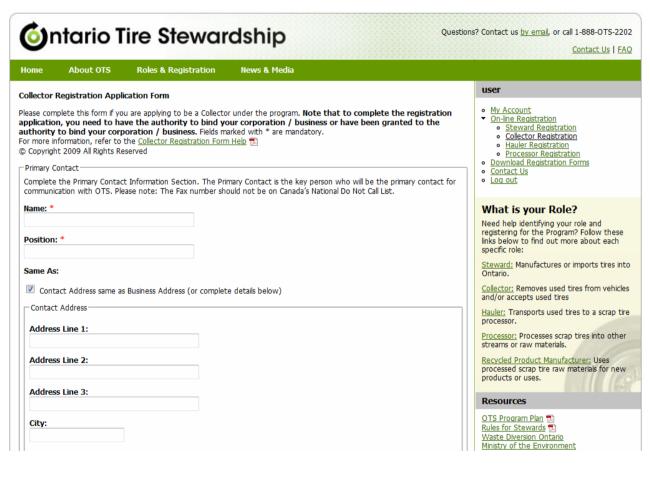
Page 1: Business Location Info



- Name(s) of Business
- Address
- Contact Info
 - Phone, E-mail & Fax

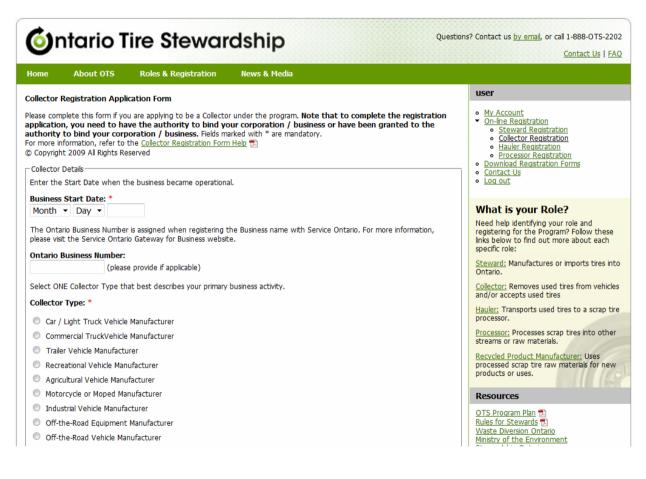
Page 2: Primary Contact Information

Name of Individual who will be the primary contact for OTS



- Name
- Address
- Contact Info
 - Phone, E-mail & Fax
 - (If different from Business Address)

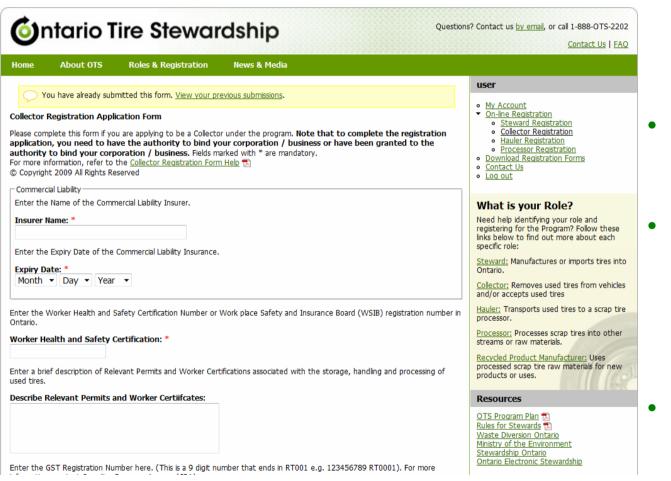
Page 3: Role Specific Details



- Select Primary Business Activity
- Used tires that you handle /collect
- Information of Used Tires currently on hand
- Other Collection Points
- Registering for other roles?

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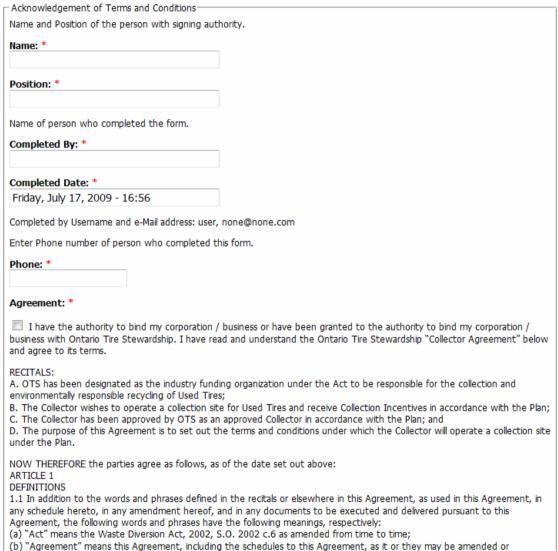
Page 4: Insurance



- Commercial Liability Insurer
- Worker Health and Safety Certification Number or Work place Safety and Insurance Board (WSIB)
- GST Registration Number

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Page 5: Agreement



supplemented from time to time, and the expressions "hereof", "herein", "hereto", "hereunder", "hereby" and similar

 Each agreement, will list the insurance requirements for each program role.

Where can I get more information about OTS and the **Used Tires Program?**

- Website: www.ontarioTS.ca
- Fmail us:
 - General inquiries: info@ontarioTS.ca
 - Hauler inquiries: Hauler@ontarioTS.ca
 - Steward inquiries: **Steward@ontarioTS.ca**
 - Processor inquiries: **Processor@ontarioTS.ca**
 - Collector inquiries: Collector@ontarioTS.ca
- Call us at **1-888-OTS-2202**

Upcoming

- Next Registration Session
 - Tuesday, July 28, 2–3pm
- Operational Sessions by role:
 - **Stewards:** Wednesday, August 19, 9-10am
 - Collectors: Wednesday, August 12, 9-10am
 - **Haulers:** Tuesday, August 11, 9-11am
 - Processors & Recycled Product Manufacturers: Thursday, August 20, 9-11am
- Note: Instructions to access the recoding of this session will be available on the website

