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357-2020-761

Ms. Glenda Gies  
Chair  
Resource Productivity and Recovery Authority  
Email: [ggies@rpra.ca](mailto:ggies@rpra.ca)

Dear Ms. Gies:

As you know, Ontario is working to build a smarter government that will provide simpler, faster and more cost-effective services for people and businesses. Part of this plan includes transitioning the digital reporting of the Hazardous Waste program to the Resource Productivity and Recovery Authority (the Authority).

Not only does this change represent an important step forward in the achievement of our Made-in-Ontario Environment Plan, but it is also expected to save businesses and institutions that generate hazardous waste time and money by making it easier to report their hazardous waste management activities.

### **Creating the new digital reporting service**

To make these changes possible, I am directing the Authority to prepare a digital reporting service for Ontario's Hazardous Waste program pursuant to subsection 29(1) and clause 24(1)(c) of the *Resource Recovery and Circular Economy Act, 2016* (RRCEA).

The Authority should complete preparations for this change by January 1, 2022.

This timing is important because it corresponds with the expected date that the regulated community, under planned amendments to Ontario Regulation 347, will be required to report information directly to the Authority. We intend to consult on these amendments in early 2020.

When all of the regulatory amendments are made, the Authority's duties under Ontario's Hazardous Waste program are expected to include:

- Providing a digital reporting service (including registration, reporting, information management, and related items) that enables regulated persons to comply with the information reporting requirements of Ontario's Hazardous Waste program.
- Setting and collecting fees in a transparent and consultative manner to recover the Authority's and the ministry's costs in respect of the Hazardous Waste program.
- Supporting stakeholders who report under the Hazardous Waste program.

Compliance and enforcement activities in relation to the Hazardous Waste program will remain with the Ministry of the Environment, Conservation and Parks (MECP).

### **Our principles and expectations**

The Authority should prepare for the delivery of these digital services in accordance with the following principles:

#### **Transparent and Meaningful Consultation with Program Stakeholders**

- Affected stakeholders, including generators, carriers and receivers of hazardous and liquid industrial waste, and the MECP are provided with an opportunity for input into the development of the Hazardous Waste program digital reporting service.
- Affected stakeholders and the MECP receive regular, clear communication from the Authority on the progress of the preparations for the digital reporting service.
- Affected stakeholders and the MECP are given the opportunity to test the service prior to launch to ensure it meets stakeholder and MECP needs.

#### **Protect Consumers and Demonstrate Cost Control**

- Ensure the assets and resources already in use to deliver the Resource Productivity and Recovery Registry are leveraged to the greatest extent possible, to ensure development of the Hazardous Waste program digital reporting service is completed in a fast and cost-effective manner.
- Ensure adherence with the Authority's procurement policy, where it is necessary to procure resources.
- Ensure that the costs for development and delivery of the new service, as well as the fees intended to recover those costs, are clearly communicated to stakeholders and the public.

#### **Maintain and Improve Program Performance**

- Provide a user-friendly, digital service that will reduce the burden on businesses and institutions from an administrative and cost perspective compared to the existing service and allow for continuous program improvements over time.
- Enable efficient program reporting from the regulated community, supporting multiple digital platforms (e.g. mobile, desktop, tablet, offline capability, etc.).
- Ensure that modern digital information and reporting tools (e.g. analytics) are included to support MECP decision-making and compliance and enforcement activities for the Hazardous Waste program.
- Ensure users can easily access supports (e.g. online assistance, FAQs, phone support, etc.) and that these supports include learning tools to assist the regulated community and stakeholders in using the reporting service.

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- Institute a process that evaluates the performance of the new service in meeting its objectives on a routine basis. These objectives include reducing burden on the regulated community and providing accurate information in a timely manner to the MECP, to support the safe and responsible management of hazardous and liquid industrial waste.

### **Your next steps**

Preparations for the delivery of the digital reporting service should be complete on January 1, 2022. By this time regulations under the RRCEA, and the *Environmental Protection Act* (EPA) that would require businesses to submit information to the Authority are expected to be in force.

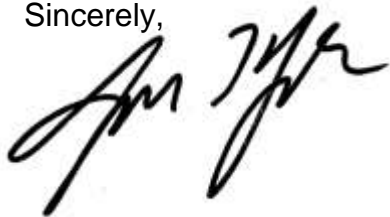
The Authority must prepare to support the transition of program reporting from the existing Hazardous Waste Information Network system to the Authority's new digital service. To support transition, it is anticipated that registration would begin on or before July 1, 2021 and that the reporting of waste activities would begin by January 1, 2022.

The Authority's preparations for the performance of these new duties should be done in accordance with my direction, the RRCEA and its regulations, and the EPA and its regulations.

I may provide further direction at a later date related to the matters set out in this direction.

Lastly, the Authority shall make this direction letter available publicly on its website.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jeff Yurek', written in a cursive style.

Jeff Yurek  
Minister of the Environment, Conservation and Parks

c: Mr. Serge Imbrogno, Deputy Minister  
Ministry of the Environment, Conservation and Parks