

This summary sheet presents the new developments and important elements of the 2017 Schedule of Contributions, as well as the key aspects of the reporting process.

BACKGROUND

Since March 1, 2017, companies may fill in a preliminary report on the ECO-D portal ahead of the publication of the 2017 Schedule of Contributions in the Gazette officielle du Québec. If you are one of the 330 organizations that chose this option, please note that the data you entered will be automatically reflected in your report. Simply save each page and officially submit your report by the reporting deadline on October 10, 2017.

2017 SCHEDULE OF CONTRIBUTIONS – NEWS AND REMINDERS

Follow up of the implementation of the reporting optimization initiative

In addition to helping you better plan your resources, the preliminary report provides ÉEQ with the initially reported quantities used to establish the next Schedule of Contributions.

We are exploring options suggested by companies we surveyed:

- Generate preliminary invoices when a preliminary report is created so that contribution payments may be made by installments on a fixed date, with adjustments on the invoices to be paid following the publication of the Schedule of Contributions
- Automatically submit the preliminary report when the Schedule of Contributions comes into effect

A new, more user-friendly materials guide was developed. It includes reporting tips, ecodesign advices and information on markets and the integration of recyclable materials into new products to give them a second life.

CHANGES TO APPLICATION RULES

Review of the exemption criterion for the point of sale

The contribution payments by big-box stores (over 929 m² or 10 000 sq. ft.) will not be required for reporting years 2015, 2016 and 2017. Note that this element will be reintroduced under the 2018 Schedule of Contributions.

Reference year

Note that the materials to consider in the 2017 report are those marketed in Québec from January 1 to December 31, 2016, inclusively.

UPDATED CONTRIBUTION TABLE

Considering the short time period between the publication of the 2015–2016 Schedule of Contributions and the consultation on the 2017 Schedule of Contributions, the board of directors advocated the use of a simplified approach to develop the 2017 Schedule of Contributions with minimal changes. Therefore, only the net municipal costs, fees incurred by ÉEQ, expected quantities and recovery rates were updated.

Setting out simpler, more stable rates

The small increase of **0.6%** in the average rate as compared to the 2016 Schedule of Contributions—which is the lowest increase since the industry rate reached 100%—has a stabilizing effect on the rates.

Based on this percentage, we anticipate a slight decrease in contribution for the majority of companies, while 25% will have an increase of less than 3%. The contributions of these companies represent 99% of the total contributions.

NEW IN THE ECO-D REPORTING SYSTEM

Data screen

Note that PVC must now be reported with PLA and other degradable plastics rather than with other plastics.

In addition, the Clarification section of the online report was updated in order to guide us in our reflections and future orientations. Certain materials were removed (bamboo, bagasse and compostable and degradable plastics) while others were added (PETG and polyurethane) to determine the ratios used in your containers and packaging.

Member status

To simplify the membership process for companies, the reference documents and acceptance conditions were moved to the submission page of the reporting portal. Note that ÉEQ membership is free and enables you to take part in the annual meetings.

 **Membership status**

Does your company want to be a member in good standing of ÉEQ and have the right to vote at the annual general assembly?

Je reconnais avoir pris connaissance de la teneur :

- a) [Lettres patentes ÉEQ](#)
- b) [Règlements généraux ÉEQ](#)
- c) [La loi sur la qualité de l'environnement](#)

En conséquence, « **Johnson & Johnson** » demande à devenir membre de ÉEQ et s'engage à respecter les dispositions des documents mentionnés ci-dessus lorsqu'elles la concernent.

J'accepte.

Je veux nommer un substitut. Le service aux entreprises de ÉEQ vous contactera pour identifier ce substitut.

Your company has never identified a delegate in the past. Please choose from the existing contacts in the drop-down menu, the person designated to represent the company as a member for the current Schedule of Contributions. If the nominee does not appear in this menu, click on "Create new delegate" to enter the name and information of this person.

Available contacts : [Create new delegate](#)

FUTURE ORIENTATIONS

For several years, at the request of the board of directors and companies, ÉEQ has been working to ensure the stability and foreseeability of the Schedules of Contributions. The 2017 Schedule of Contributions met this objective with an average rate increase of 0.6% and a 50% reduction in rate variability.

As mentioned during the consultation on the 2017 Schedule of Contributions, ÉEQ plans to broaden the materials classes to containers, packaging and printed matter (CP&PM) sold as products with a short lifespan and those generated by business-to-business (B2B) commerce. The aim is to ensure greater fairness with regard to the containers, packaging and printed matter that often end up being collected as part of curbside recycling and allocate the costs of municipal collection to more materials. Seeing as these materials are already included in the overall amount compensated by ÉEQ, the total costs will not increase. Also, the inclusion of the materials will lower the materials rates.

To facilitate the transition and at the request of companies, ÉEQ will introduce these materials progressively. With the 2018 Schedule of Contributions, the **containers, packaging and printed matter** sold as products with a short lifespan will be included in the payment of a contribution, thus impacting the materials marketed in 2017. Plan ahead and ensure that you begin compiling these data now.

For the next Schedules of Contributions, the **CP&PM generated by B2B commerce** may be targeted, beginning with the materials that are collected in higher quantities: **cardboard containers and packaging (boxes used in transport)**.

Stay tuned! More information will be released in the next few weeks.

REPORTING AND PAYMENT CALENDAR

Your 2017 report must be submitted by October 10, 2017. The payment deadlines for the 2017 Schedule of Contributions are indicated in the following table.

Calendar year	2017	2018
Payment deadline	November 10	January 26
2017 SoC*	80%	20%

*The payment deadlines for the 2017 Schedule of Contributions indicated here replace those specified in the Schedule of Contributions.

If you require 45 or 60 days to **process your payment** for administrative reasons, please take the delay into consideration and be sure to submit your report in time to meet the deadline.

Did you know that you can simplify the payment process by making electronic payments? Almost 40% of contributions are paid through this mode

REMINDER: SUPPORT FOR CONTRIBUTING COMPANIES



Éco Entreprises Québec provides support for companies that require it. To better understand the materials you must include in your reports, find tips to simplify your data collection processes or ensure that your company is compliant, ÉEQ is here to help. Don't hesitate to contact ÉEQ's Company Services and take advantage of our free assistance. It is also possible to schedule one-on-one meetings.

Company Services
514 987-1700
Toll-free: 1-866-987-1491
service@ecoentreprises.qc.ca

A [reporting kit](#) is available on ÉEQ's Web site.