



DEPARTMENT OF RESOURCES RECYCLING AND RECOVERY

1001 I STREET, SACRAMENTO, CALIFORNIA 95814 • (916) 322-4027 • WWW.CALRECYCLE.CA.GOV

January 4, 2012

Subject: 2011 Recycled-Content Newsprint Certification

Dear Newsprint Manufacturer:

Our records indicate that your company is required to participate in the State of California's Recycled-Content Newsprint (RCN) Program. Under this program, every manufacturer of newsprint used in California must certify to the State, by March 1 of each year, specified information related to the production of RCN for use in California during the prior calendar year.

Enclosed is a sample certification letter to assist you in completing your certification for calendar year 2011. If your company operates more than one facility manufacturing RCN for use in California, please provide the requested information for each facility (as shown in the sample letter). All 2011 certification letters must be received **by March 1, 2012**, by fax to (916) 319-7779 OR as a pdf attachment to an e-mail to Georgianna.Pfost@calrecycle.ca.gov OR by mail to the program's direct address as follows:

**Department of Resources Recycling and Recovery
Newsprint Certification Program – Attn. G. Pfost
P.O. Box 4025, MS 10-A-17
Sacramento, CA 95812-4025**

Please note that any person who fails to comply with the statutory requirements of this program, or provides false or misleading information, may be found guilty of an infraction, and/or may be subject to civil penalties (Public Resources Code sections 42790 and 42791).

Also note that the program is subject to the provisions of the Public Records Act (PRA) and the Information Practices Act (Title 14, California Code of Regulations, sections 17041 – 17046, available at www.calrecycle.ca.gov/Laws/Regulations/Title14/ch1.htm#ch1a4). If you believe that some or all of the information that you are submitting is confidential, proprietary or a trade secret, you must identify in writing the information that you believe should be maintained as confidential. In addition, you must provide the name, address, and telephone number of the individual to be contacted if the program receives a request for disclosure of or seeks to disclose this information. The PRA regulations provide more details on the process to be followed and criteria to be used if there is a request for this information, and those requirements provide you with an opportunity to explain why the information should remain confidential in the event a request is made.

For further information on the RCN Program, please refer to the program's website at www.calrecycle.ca.gov/BuyRecycled/Newsprint/. There you will find links to the program statutes, regulations, the latest RCN quality standards and RCN suppliers list, frequently asked questions, and recent annual reports.

Finally, we request your assistance in verifying the list of RCN suppliers. Specifically, if you are aware of any changes to the RCN Suppliers List located on the program's website, please let us know so we can update it.



If you have any questions about the RCN Program requirements or completion of the newsprint manufacturer's certification letter, please contact Georgianna Pfof at (916) 324-3474 or Georgianna.Pfof@calrecycle.ca.gov, or me at (916) 341-6475 or Kathy.Marsh@calrecycle.ca.gov. If you feel your company does not meet the definition of a "manufacturer" or that you received this letter in error, please let us know immediately.

Thank you for helping to make the program a continuing success.

Sincerely,



Kathleen Marsh, Supervisor
Jurisdiction and Product Compliance Unit

cc: Georgianna Pfof, RCN Program Coordinator

Enclosure