



LINDA S. ADAMS  
SECRETARY FOR  
ENVIRONMENTAL PROTECTION

# CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD



ARNOLD SCHWARZENEGGER  
GOVERNOR

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October 26, 2007

**WESLEY CHESBRO**  
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Dear Director,

**JEFFREY DANZINGER**  
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The California Integrated Waste Management Board (CIWMB) has made it easier for state agencies to submit the State Agency Buy Recycled Campaign (SABRC) Annual Report (SAR) with the development of the new electronic version of the report. Beginning October 2007, state agencies will be able to access the electronic version of the SAR via the internet and submit it electronically for the fiscal year (FY) ending June 30, 2007.

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Public Contract Code (PCC) Section 12211 (a) mandates that each state agency shall report annually to the CIWMB their progress in meeting the recycled product purchasing requirement using the report format provided by the CIWMB.

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In order to complete the SAR, agencies should have tracked and will report on total dollars for their purchases of recycled-content products in 11 product categories (PCC section 12201) for FY 2006/2007. The SAR summarizes the agency's reportable recycled-content products as well as total dollars spent. Ultimately, the CIWMB will provide this information to the State Legislature detailing all SABRC reporting figures.

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**November 30, 2007**, is the final filing date to submit the 2006 SAR. To assist you with submitting the SAR electronically, the CIWMB will send out additional correspondence to your agency with instructions on how to access and use the electronic version of the SAR in the coming weeks.

For more information on this program, please access the CIWMB's SABRC website at <http://www.ciwmb.ca.gov/buyrecycled/stateagency/>. If you do not



have Web access and/or require additional assistance, please contact CIWMB-SABRC staff contacts Kim Oakley at (916) 341-6221 or Gale Tong at (916) 341-6210.

Sincerely,

Cara Morgan  
Division Chief  
Local Assistance & Market Development Division