

Part II

INTEGRATED WASTE MANAGEMENT PLANNING WORKBOOKS

This part of the *Solid Waste Resource Guide* consists of a series of workbooks. Each workbook explains one or more steps in the integrated waste management planning process explained in the first part of the guide. The workbooks are designed to guide you through each step. You do not have to complete each form in every workbook to do a integrated waste management plan. The workbooks are presented in the order of the steps you need to take when undertaking a integrated waste management planning process for your community. You do not have to complete the workbooks in the order we have presented. If you have never done a plan before you will find it easier to complete the workbooks in the order they are presented in this guide. By completing the forms in each workbook, you will have all the information you need to complete a integrated waste management plan with little assistance from consultants or engineers.

At the beginning of each workbook detailed information is provided that explains the topic that will be explored in that particular section of the workbook. Each workbook provides forms that can be used to help complete the various tasks you associated with doing a integrated waste management plan. In addition, there are suggestions and ideas included in each workbook to help you fill out the forms. Use these workbooks as a guide. Add your ideas or change the forms when needed to fit them to your community.

The Alaska Department of Environmental Conservation (ADEC) requires a completed integrated waste management plan before issuing a new landfill permit or a letter of non-objection to communities who wish to improve their solid waste disposal sites. This workbook will help your prepare a plan that meets the ADEC's requirement for a integrated waste management plan.

Each workbook will lead you through a step around the planning circle, give you ideas, explain your options and let you make your own choice on how to manage solid waste in your community. By completing the forms and/or questionnaires in the workbooks, you can create your own plan to improve the way your community manages its solid waste.