

January 13, 2012

Invitation to Technical Assistance Sessions On

Toxics Reduction Planning

As required by the TRA & O. Reg. 455/09

With this letter, the ministry would like to invite you to attend and possibly present at one of our ten (10) ministry hosted technical training sessions on toxics reduction planning being held in January and February 2012.

At previous training sessions attendees expressed positive feedback after hearing each other's success stories with regards to toxic substance reduction practices.

If you would like to share your facility's successes with toxics reduction, a section of the agenda will be set aside to allow for this opportunity. If you are interested, please come prepared to present your story.

These sessions will assist facilities in understanding how to meet the requirements of the Toxics Reduction Act, 2009 and O. Reg. 455/09. The technical assistance sessions will present information on toxic substance planning, including:

Toxic Substance Reduction Plans

- Overview
- Content
- Statement of Intent
- Objectives and Targets
- Building on Accounting Information
- Considerations for Identifying Options
- Seven Categories of Reduction Options
- Estimating Potential Reductions
- Technical Feasibility
- Economic Feasibility
- Implementation of Options
- Recommendations by Planners
- Certifications

Summaries of Toxic Substance Reduction Plans

- Overview
- Content
- Making Summaries Available to the Ministry

- Making Summaries Available on the Internet

Annual Reports

Plan Amendments and Review

These sessions are meant to follow on the accounting and reporting sessions held in 2011. If you are unfamiliar with accounting under the Toxics Reduction Act, 2009 and O. Reg. 455/09, please familiarize yourself with it prior to attending these planning sessions. Please see the following link:

http://www.ene.gov.on.ca/environment/en/subject/toxics/STDPROD_078160.html

The sessions will take place from ~9:00 am to ~5:00 pm (sign-in will begin at 8:30 am). The dates and locations of the 9 (nine) technical sessions are:

- **London** **January 24**
- **Ottawa** **January 26**
- **Guelph** **January 31**
- **Sudbury** **February 1**
- **Toronto** **February 7**
- **Thunder Bay** **February 9**
- **Kingston** **February 14**
- **Guelph** **February 16**
- **Toronto** **February 28**

The same presentation will be delivered via a full-day teleconference/WebEx format from 9:00 am to 2:00 pm. Registration details will be sent to all interested parties. The date of the session is:

- **WebEx/Teleconference** **February 21**

Supporting material will be provided at each session or in advance of the WebEx/teleconference. If you would like to attend one of these sessions, the deadline for registration is **two (2) business days** before the date of the session.

Attendance will be restricted to two (2) representatives per facility for each city to allow as many facilities to attend as possible. If additional representatives would like to

attend, please notify the ministry and we will let you know if space is available following the registration deadline.

If you would like to attend one of these sessions, please register at your earliest convenience as space is limited and will be filled on a first-come, first-serve basis. To register, please email toxics.reduction@ontario.ca and indicate:

- Your name, organization and contact information
- The sector to which your facility belongs
- The session you plan to attend

After registering you will receive a confirmation email with information regarding venues and materials. If, after receiving your confirmation email, you find that you are unable to attend, please contact us and let us know. If you have questions, please call Stephanie Garbe at (416) 212-2128, or email at stephanie.garbe@ontario.ca.

If you have questions concerning the Toxics Reduction Act, 2009 and O. Reg. 455/09, please contact us through the Public Information Centre, Email: picemail.moe@ontario.ca, Fax: 416-325-3159, and Telephone: 416-325-4000 or 1-800-565-4923.

Sincerely
Wendy Moss-Newman
Manager
Toxics Reduction Project
Ministry of the Environment
(416) 327-9684

If you would like to receive information related to programming and other non-regulatory initiatives under the Toxics Reduction Strategy please go to:
<http://www.ene.gov.on.ca/environment/en/main/subscription/index.htm>

Additional information on the Toxics Reduction Strategy can be accessed at:

1. Ontario's Toxics Reduction Website: <http://www.ene.gov.on.ca/en/toxics/index.php>
2. *Toxics Reduction Act, 2009*: http://www.e-laws.gov.on.ca/html/statutes/english/elaws_statutes_09t19_e.htm
3. Ontario Regulation 455/09: http://www.e-laws.gov.on.ca/html/regs/english/elaws_regs_090455_e.htm
4. Link to NPRI Gazette Notices: <http://www.ec.gc.ca/inrp-npri/default.asp?lang=En&n=71D56679-1>

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