



Oregon Recycling Modernization Act Producer Responsibility Organization Program Plan Application Form 2025-2027 Program Plan Period

Prospective PRO contact information

Name of organization:	
Address:	Phone:
	Website:
Authorized representative:	Title:
Address of authorized representative (if different from above):	
Email of authorized representative:	

Prospective PRO qualifications

<p>Is the organization a 501(c)3 nonprofit legally operating in Oregon?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Corroborating documents appended (check all that have been provided):</p> <p><input type="checkbox"/> The organization's articles of incorporation</p> <p><input type="checkbox"/> 501(c)3 letter of determination</p> <p><input type="checkbox"/> Proof of registration with the Oregon Department of Justice as a charitable organization</p> <p><input type="checkbox"/> Proof of registration with the Oregon Secretary of State as a foreign corporation operating in Oregon (if applicable)</p>
<p>Are the organization's producer members likely to comprise at least 10% of Oregon's market share?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Indicate corroborating information provided:</p>
<p>Has the payment of the program plan review fee been remitted to the department?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>

Program information

Program name:	Date of submission:
Executive summary (describing the program plan in one paragraph):	

Certification and Attestation

I/we hereby declare under penalty of false swearing (Oregon Revised Statute 162.075 and ORS 162.085) that the above information and all the statements, documents and attachments submitted with this plan are true and correct.

Signed: _____

Printed name: _____

Date: _____

Instructions

A prospective producer responsibility organization seeking to operate a producer responsibility program in Oregon from the Recycling Modernization Act program start date of July 1, 2025, must submit an initial program plan by March 31, 2024, as a searchable electronic file to RethinkRecycling@oregon.deq.gov. Prior to submitting its plan, the prospective PRO should request by email to the same address an invoice for the plan review fee (proposed in draft rule at \$150,000) and then pay the fee. The application will not be considered complete until the fee is paid. Timelines and protocols for department review of program plans are laid out at ORS 459A.878.

If a prospective PRO wishes to apply a claim of proprietary or confidential information to information within a program plan submission, it should not include the confidential information in the body of the submission email. The information should be attached as a separate document labeled as "Confidential." The inclusion of a confidential file should be noted in the subject line and body of the email. Program plans submitted to the department are public documents per ORS 459A.878(2), and as such will not be reviewed if submitted under a blanket claim of confidentiality.

Per ORS 459A.875(2), the program plan must describe how the PRO will manage and administer a producer responsibility program to meet the organization's obligations under ORS 459A.860 to 459A.975. The prospective PRO should familiarize itself with all applicable content requirements under statute and rule and ensure that the plan submission includes all the required information. The Recycling Modernization Act can be found in ORS 459A.860 to 459A.975, with related rules to be added to Oregon Administrative Rules, Chapter 340 in 2023-2024. Prior to finalization of program rules, prospective PROs may use proposed rules to guide advance drafting of their program plans.

The Internal Management Directive "Oregon Recycling Modernization Act PRO Program Plans" will provide guidance to department staff when reviewing PRO program plans and periodic reporting. The document is currently in draft format and may serve as a helpful reference for prospective PROs when preparing program plans.

Pages 1-2 of this application document with all fields completed should appear as the first pages of the program plan submission. In addition to providing contact information, an executive summary of the plan, and signed certification of the veracity of the plan's content, the prospective PRO should indicate in the application its status with respect to three requirements for serving as a PRO in Oregon's system: nonprofit 501(c)3 status, 10% minimum market share, and payment of the plan review fee at the time of submitting the program plan.

The recommended format for a program plan submission for the subsequent pages of the program plan is as follows:

1. Table of contents
2. Prospective PRO description
3. Goals of the program

4. Operations plan
 - a. Collection and recycling of
 - i. the Uniform Statewide Collection List
 - ii. the PRO Recycling Acceptance List
 - iii. Specifically Identified Materials
 - b. Fulfillment of other PRO obligations
 - i. Ensuring responsible end markets
 - ii. Upholding Oregon's materials management hierarchy
 - iii. Achievement of statewide plastic recycling goals
 - c. Education and outreach
 - d. Interim coordination/Start-up plans
5. Financing
 - a. Membership fee structure / base fee rates
 - b. Graduated fee algorithm
 - c. Adequacy of financing
 - d. Methods for transportation funding and reimbursements
 - e. Methods for local government funding and reimbursement
 - f. Other funding methods
6. Equity
7. Measuring program performance
8. PRO Management
9. Communications
10. Multi-PRO coordination
11. Dispute resolution mechanism
12. Closure plan
13. Certification and attestation

Appendices:

- A. Definitions
- B. List of member producers
- C. Implementation timelines
- D. Graphic/tabular representation of program performance metrics
- E. Itemized budgets by program year
- F. List of existing depots that will be contracted with

Any questions regarding this form and submission of producer responsibility program plans may be addressed to Nicole Portley, PRO Program Plan Lead, at nicole.portley@deq.oregon.gov.

Translation or other formats

[Español](#) | [한국어](#) | [繁體中文](#) | [Русский](#) | [Tiếng Việt](#) | [العربية](#)

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