

# Plastic Product Degradability – Producer declaration walk- through

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For the

**Solid Waste Management Program**

Washington State Department of Ecology

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## Publication Information

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<https://apps.ecology.wa.gov/publications/SummaryPages/2307059.html>

The document contains written instructions and screenshots to guide compostable plastic producers as they declare their products with the Washington State Department of Ecology. Starting January 1, 2023, all compostable plastic products that are sold, offered, or distributed in Washington must comply with chapter [70A.455 Revised Code of Washington \(RCW\)](#) or "Plastic Product Degradability."

Section 120 ([70A.455.120](#)) says producers of affected products must submit, under penalty of perjury, a declaration that the product meets the standards established in the rest of the law. This declaration must be submitted to the Ecology:

- By January 1, 2024, for a product that is or will be sold or distributed into Washington beginning January 1, 2024;
- (b) Prior to the sale or distribution of a product newly sold or distributed into Washington after January 1, 2024; and
- (c) Prior to the sale or distribution of a product whose method of compliance with the standards established in RCW 70A.455.040, 70A.455.050, or 70A.455.060 is materially changed from the method of compliance used at the last declaration submission under this section.

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**Website**<sup>1</sup>: [Washington State Department of Ecology](https://www.ecology.wa.gov)

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<sup>1</sup> [www.ecology.wa.gov/contact](https://www.ecology.wa.gov/contact)

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# SAW and Portal Entry Instructions

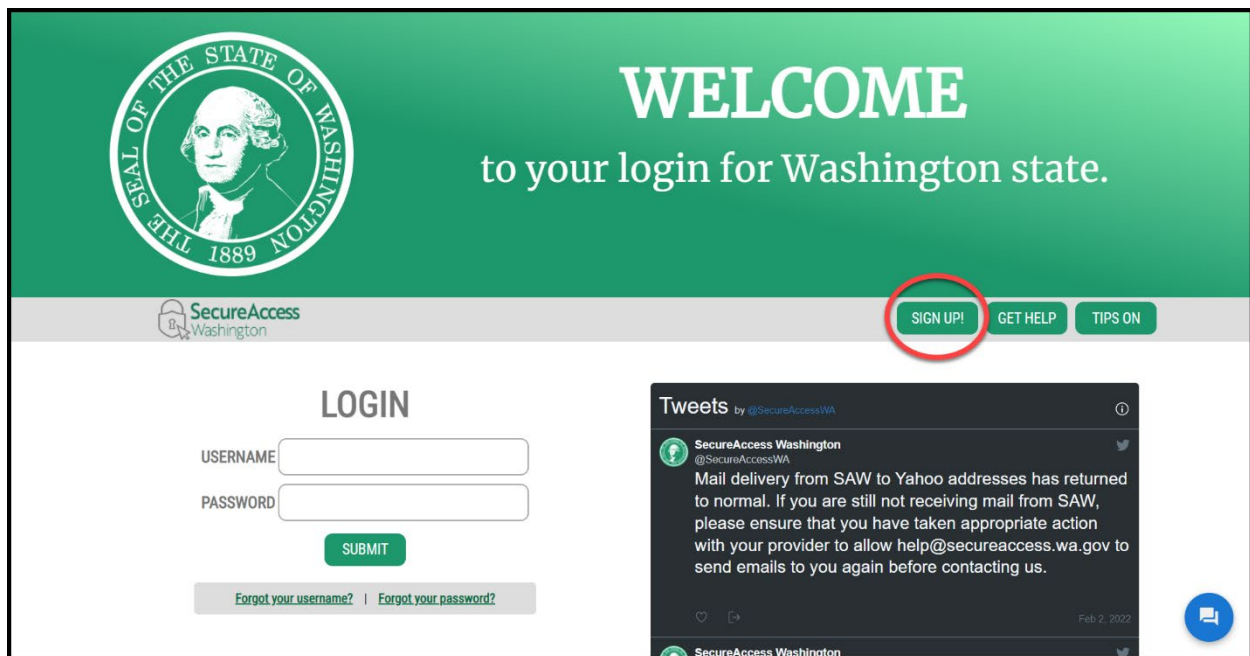
## Step 1 – Sign up for a Secure Access Washington (SAW) Account

To start, you need to have a [SAW account](#)<sup>2</sup>. If you already have a SAW account, login and skip to add a new service to your account section.

Note: SAW accounts are user-specific and should not be shared between users.

Information needed to register:

- First name
- Last name
- Primary Email
- Username
- Password

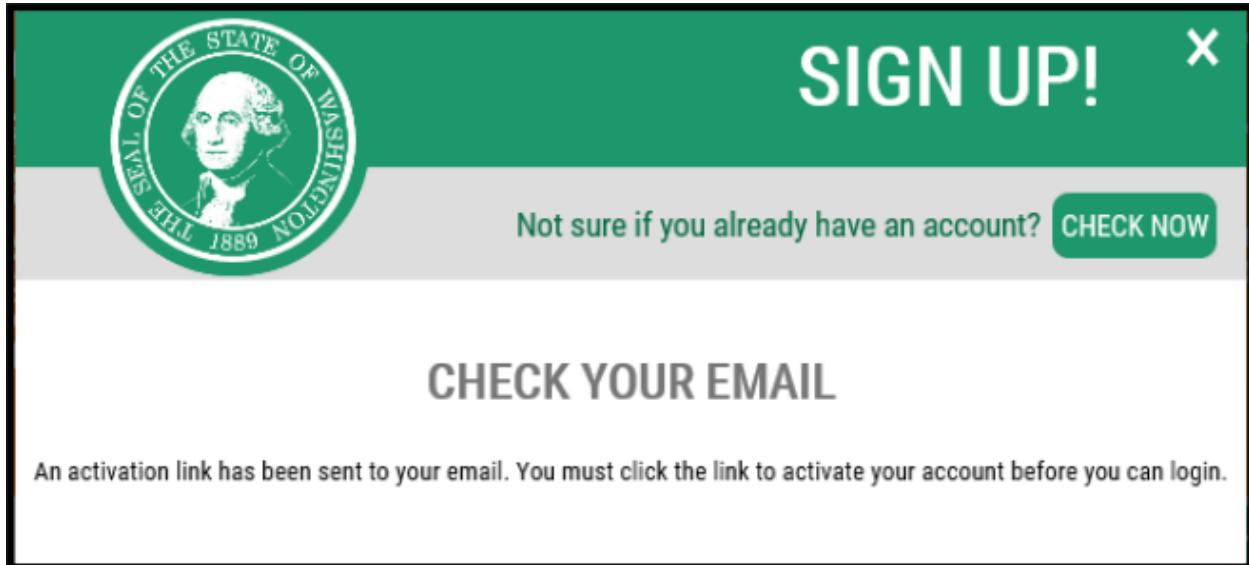


Screenshot 1 Go to the [SAW homepage](#)<sup>2</sup>. Click **Sign Up** to create a username and password. Fill in the form with your information and click **Submit**.

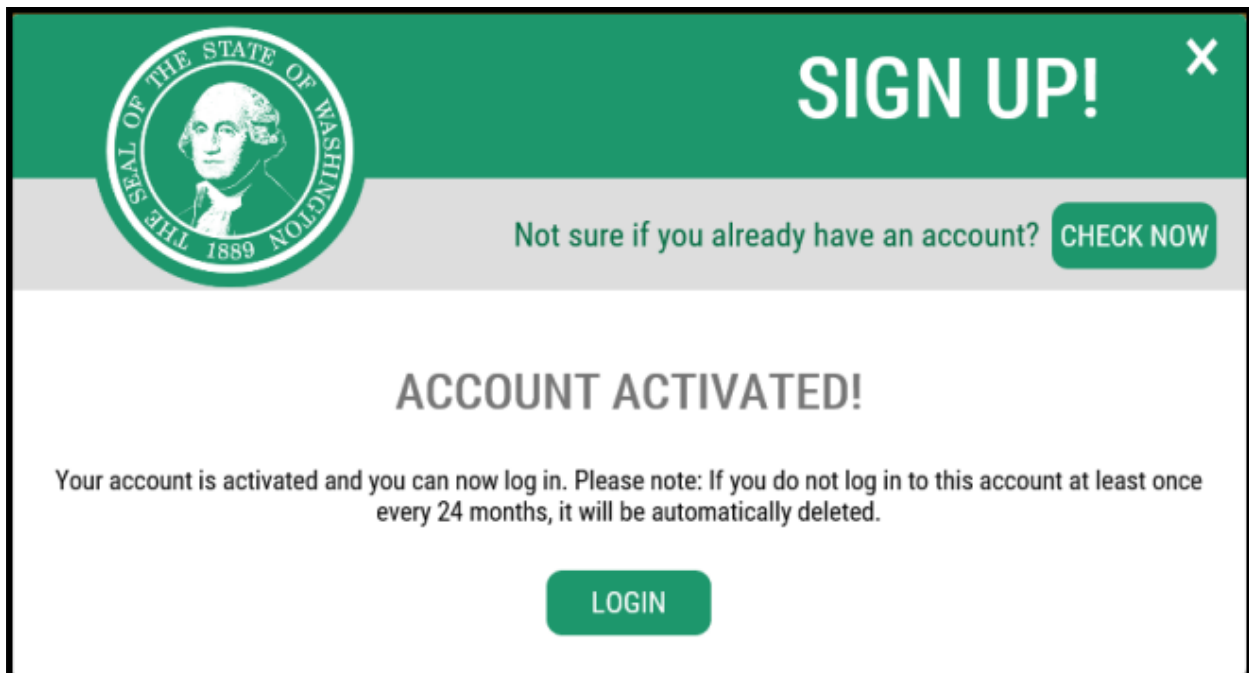
<sup>2</sup> <https://secureaccess.wa.gov/myAccess/saw/select.do>

## Activate Your SAW Account

Once you click **Submit** from the previous screen, SAW will send you an activation email.



Screenshot 2. Click the activation link inside the SAW confirmation email.



Screenshot 3 Once you click the activation link, SAW verifies your account is active. Click **Login**.

## Troubleshooting SAW

Ecology doesn't have access to your SAW account. The login page has the following options to recover your account:

- Forgot your password?
- Forgot your username?
- Get Help

After two failed password attempts, your account will lock. If this happens, you'll need to contact SAW.

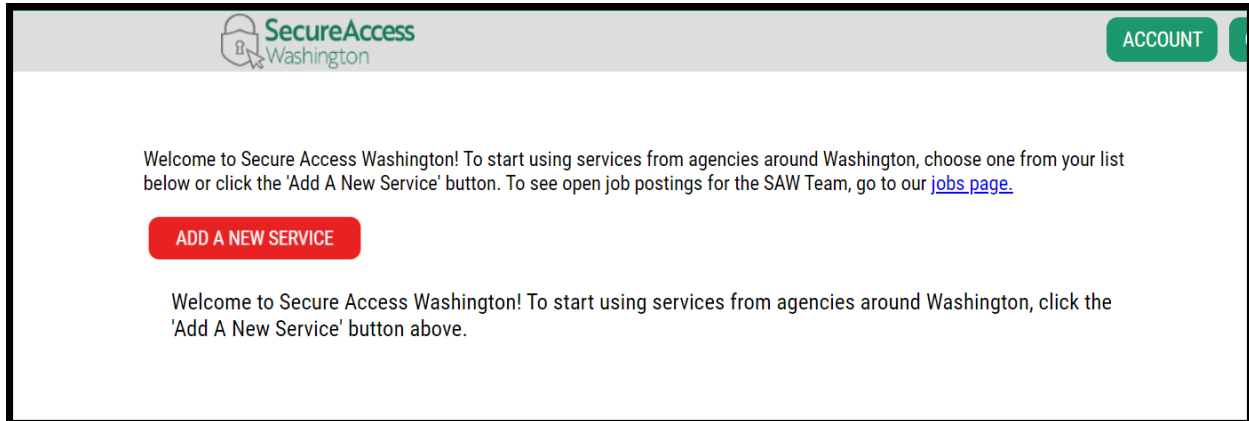
Users who have not logged into their accounts in the last 24 months will be expired and be deleted from the system.



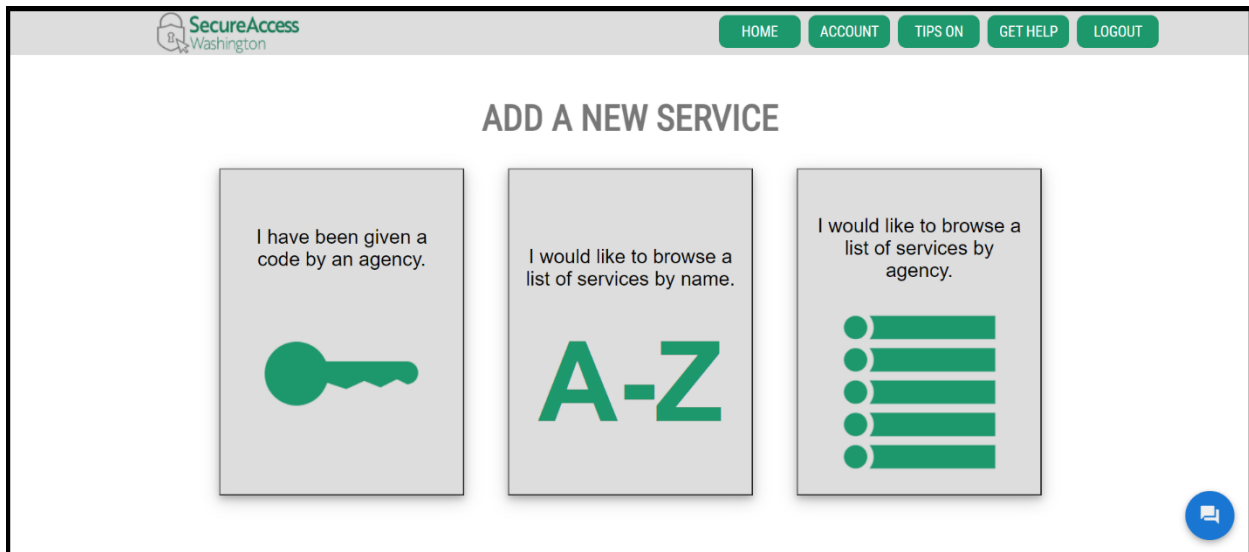
Screenshot 4 To recover your username or password click on forgot your username or forgot your password.

## Step 2 – Add a New Service to Your Account

You must **Add a New Service** to access the Waste Reduction Portal. You will only need to do this once.

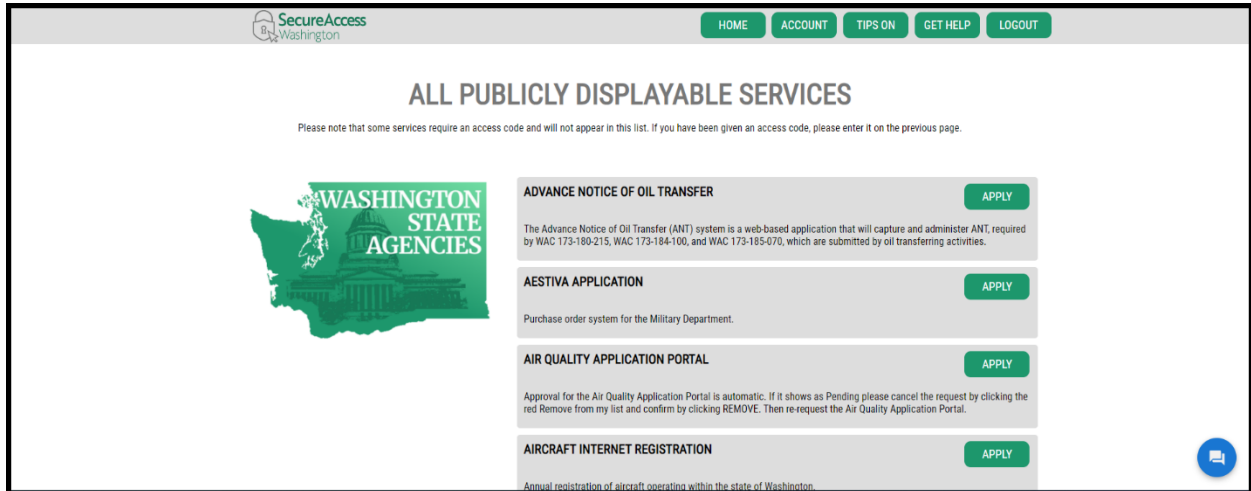


Screenshot 5 Login to SAW and click, **Add a New Service**. The button may be green or red.

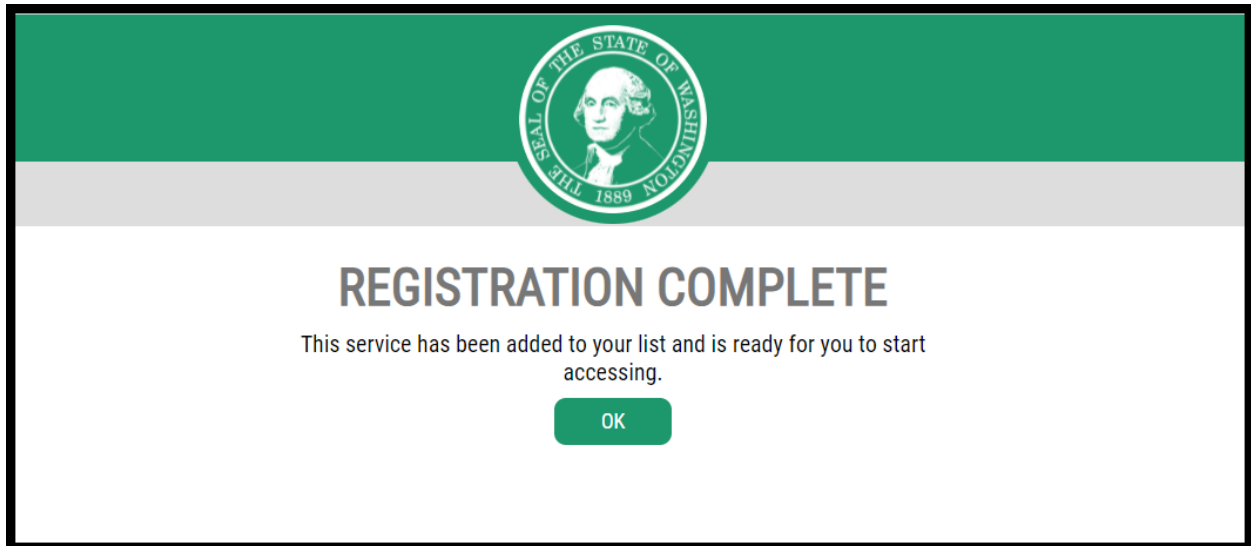


Screenshot 6 Click **I would like to browse a list of services by name**.

A list of services will display and include options from all state agencies in alphabetical order. If you prefer, you can click on **I would like to browse a list of services by agency**, and then select **Ecology**. Find the **Waste Reduction Portal** through either method.



Screenshot 7 The list is alphabetical. Find **Waste Reduction Portal** and click **Apply**.

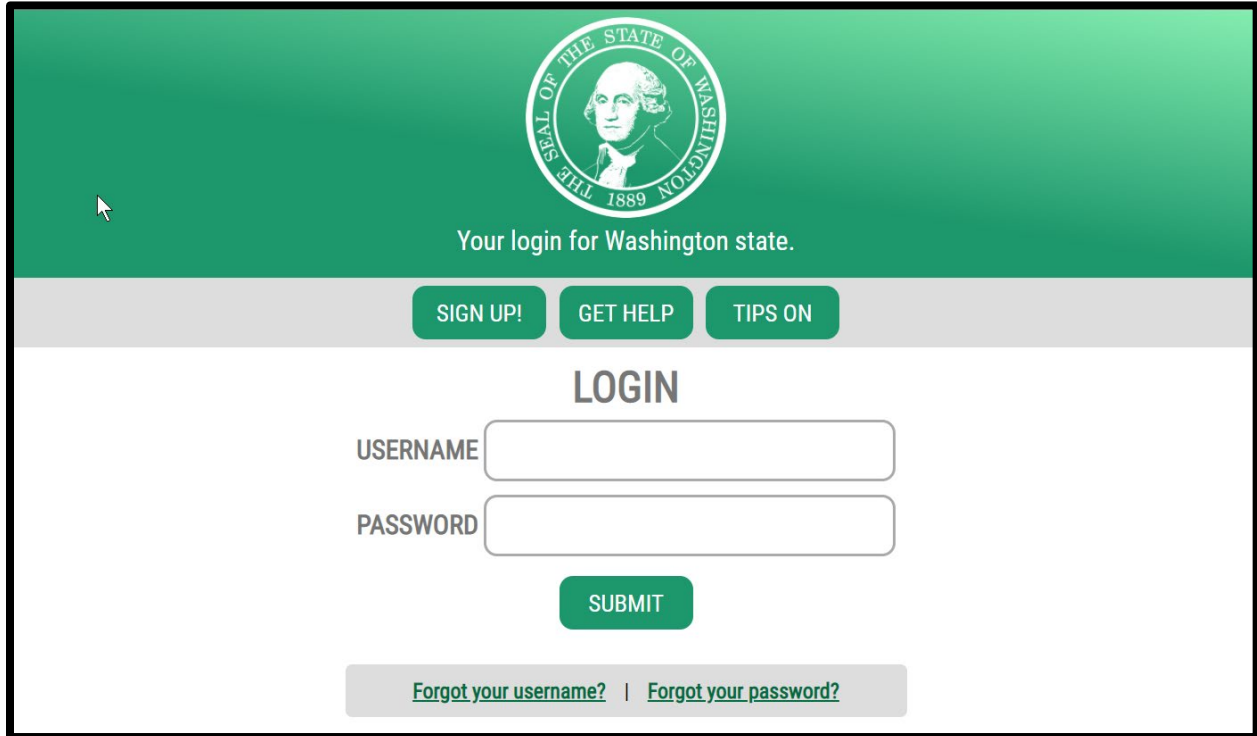


Screenshot 8 Your registration request is automatically approved. Click **OK** to return to your secure services homepage.



## Step 3 – Enter the Plastic Produce Degradability Declaration Site

You may need to log back into SAW after registering for the Waste Reduction portal.

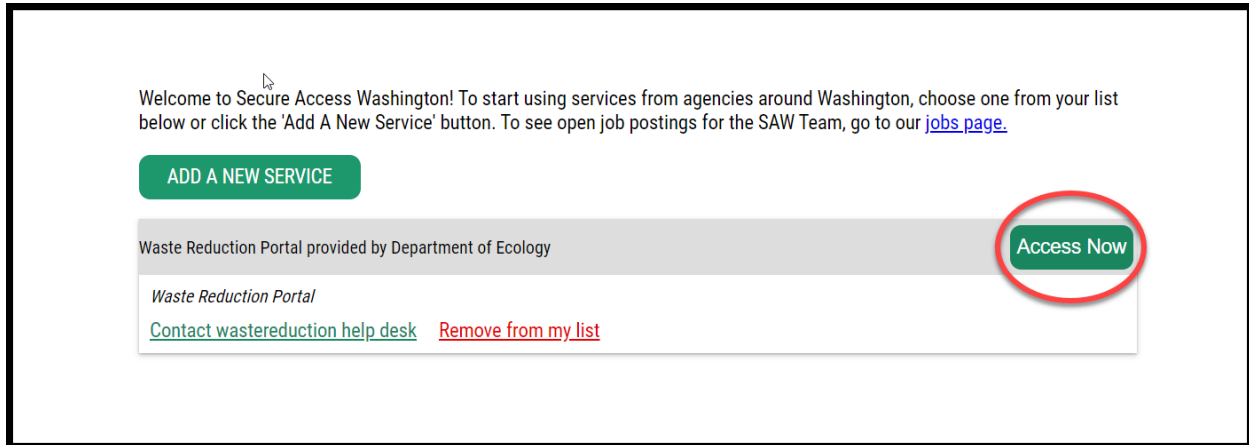


The screenshot shows the login interface for the State of Washington's Secure Access for Washington (SAW) system. At the top, there is a green header with the state seal and the text "Your login for Washington state." Below the header, there are three buttons: "SIGN UP!", "GET HELP", and "TIPS ON". The main content area is white and features the word "LOGIN" in large, bold, black letters. Below "LOGIN" are two input fields: "USERNAME" and "PASSWORD". A green "SUBMIT" button is positioned below the password field. At the bottom of the form, there are two links: "Forgot your username?" and "Forgot your password?".

Screenshot 9 Go to the [SAW login page](https://secureaccess.wa.gov/myAccess/saw/select.do)<sup>3</sup>. Enter your username and password. Click **Submit**.

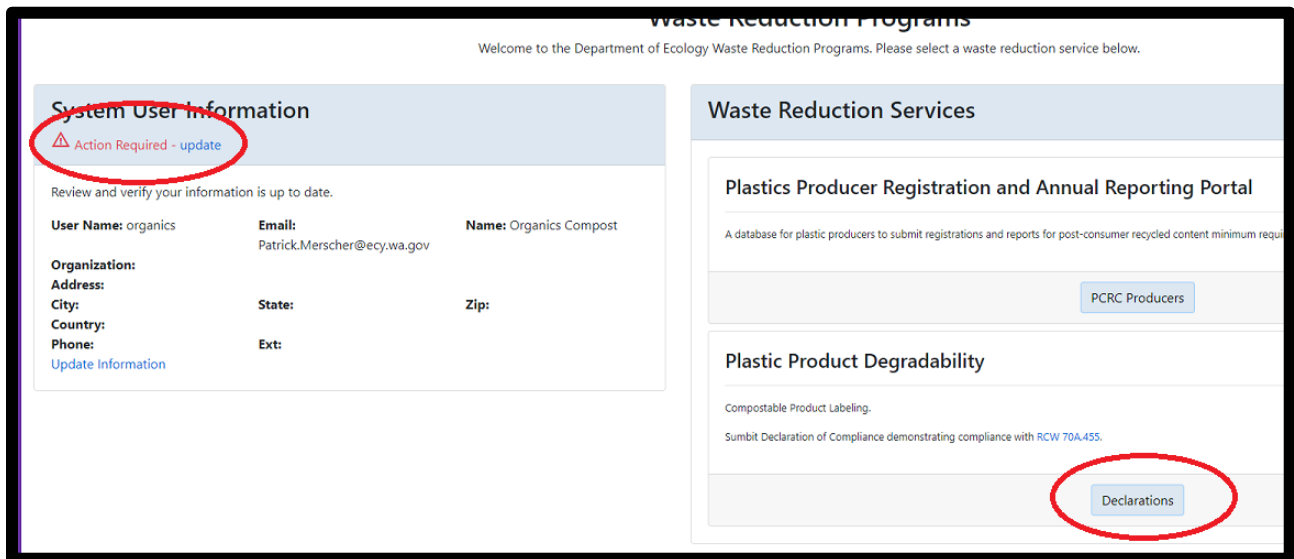
<sup>3</sup> <https://secureaccess.wa.gov/myAccess/saw/select.do>

The Waste Reduction portal should now be listed on your homepage when you log into SAW.



Screenshot 10 Find **Waste Reduction Portal**, click **Access Now**, and click **Continue**.

The first time you access the Waste Reduction Portal, an 'Action Required' notification will be listed under System User Information. You will need to add your contact information. For declarations, you want the option on the lower right under Plastic Product Degradability.

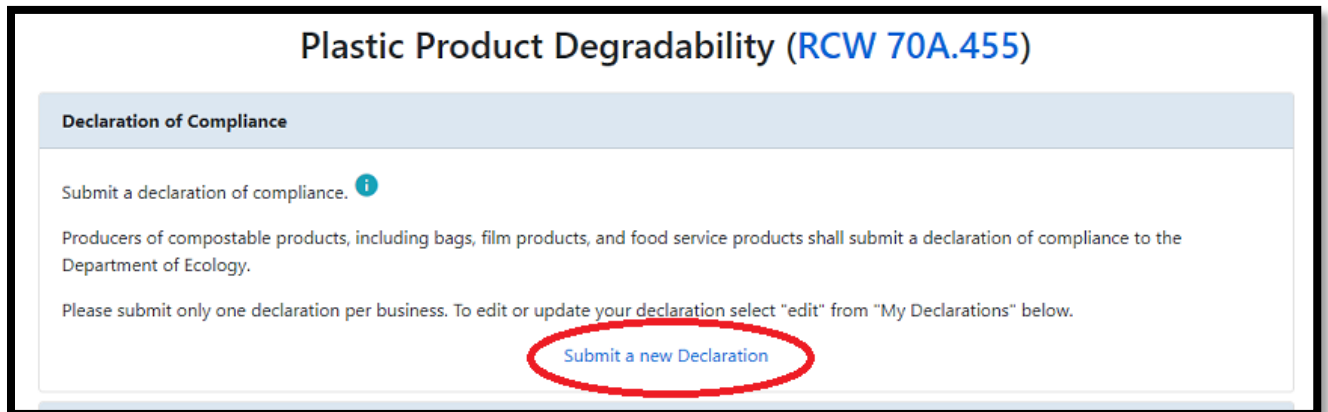


Screenshot 11 Click **Update** under the System User section. Enter your information and click **Save**. Then click the **Declarations** button under the Plastic Product Degradability section to enter the database. Note this portal is different than the one where plastics producers register and pay annual fees for post-consumer recycled content, however, you access them on the same screen.

# Submitting a New Declaration

## Step 1: Producer Information

After entering the Waste Reduction portal, you will see an option to **Submit a new Declaration**.



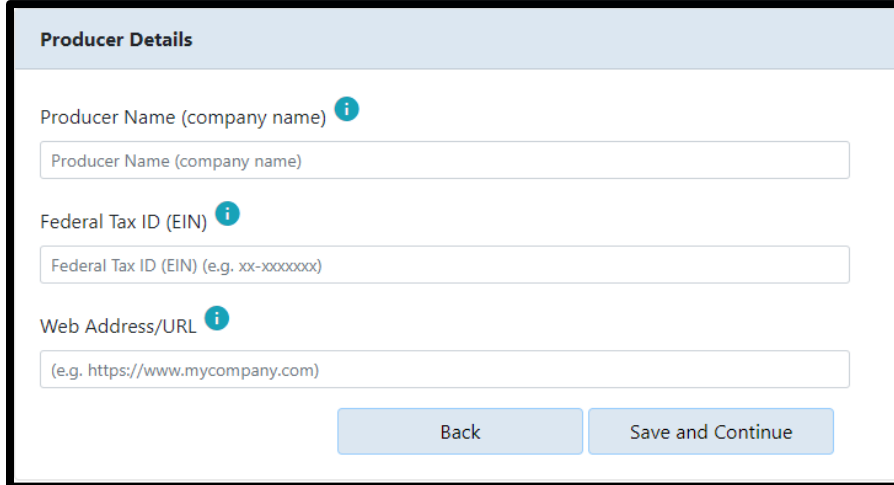
Screenshot 12 From the Plastic Product Degradability Home page, click on **Submit a new Declaration**.

## Enter Producer Details

Enter the producer's name (for example, the company name), the Federal Tax ID (EIN), and web address/URL for the producer. An employer identification number (EIN) is also known as a Federal Tax Identification Number. Your EIN is assigned by the IRS and is used to identify a business entity.

If the EIN is already in our system, you'll receive an error and cannot continue your registration and will need to request access to an existing account using the **Request access** link. See the last section of these instructions for screenshots.

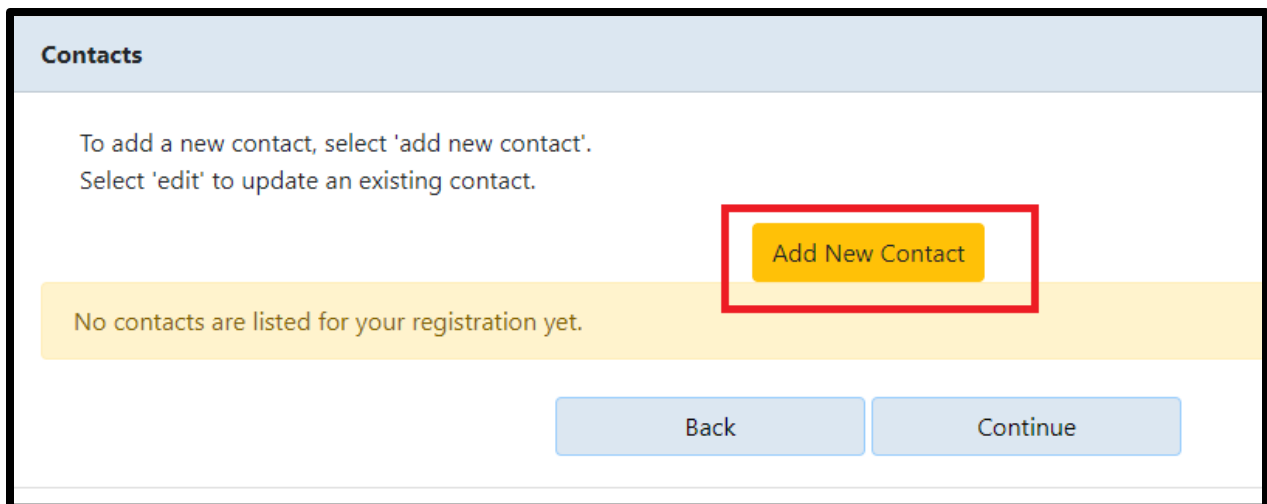
The window to enter producer details will open once you click Submit a new Declaration.



Screenshot 13 Click **Save and Continue** after entering the Producer Details.

## Add New Contact

At least one new contact should be added to your declaration. Add as many contacts as you need, but remember each person should have their own SAW account to access the database.



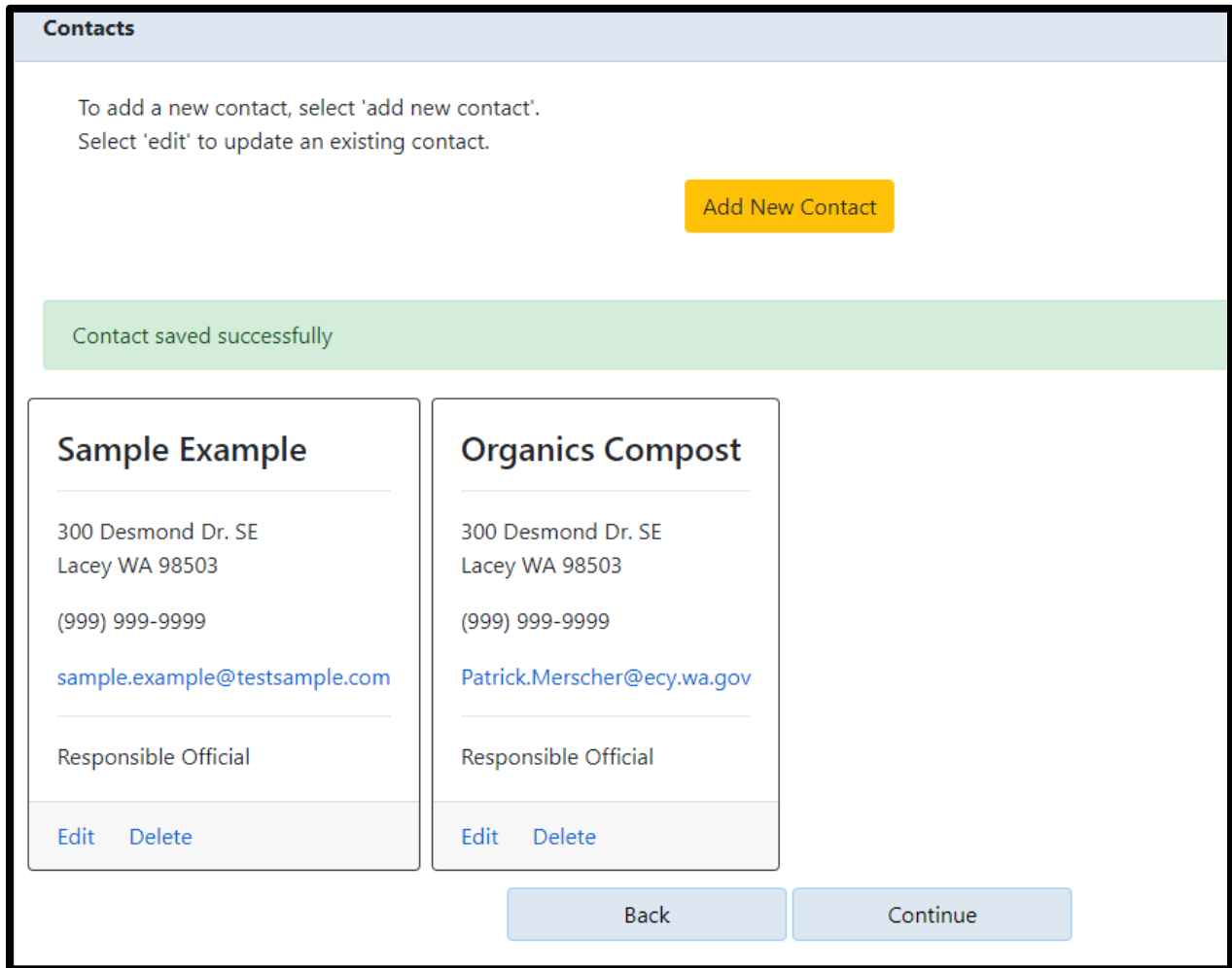
Screenshot 14 Click **Add New Contact**.

The form to add a new contact and their information will open in a new window.

The screenshot shows a web form titled "Contact Form (Add)" with a light blue header. Below the header is a section titled "Contact Details". The form contains several input fields arranged in two columns. The left column includes fields for "First Name", "Organization Name", "Phone Number", "Address Line 1", "City", and "State/Province". The right column includes fields for "Last Name", "Email address", "Phone Number Extension", "Address Line 2", "Zip", and "Country". Each field has a placeholder text and a small red 'X' icon in the bottom right corner, indicating that these fields are required. The "Phone Number Extension" and "Address Line 2" fields have a green checkmark icon in the bottom right corner, indicating they are optional. At the bottom of the form, there are two buttons: a blue "Cancel" button and a light blue "Save Contact" button.

Screenshot 15 Fill out the contact details. All the boxes marked with a red 'X' are required. Click **Save Contact** when done.

Once a contact is added, they will display on the main page as a “Responsible Official.”



Screenshot 16 A green banner will display when a contact is successfully added. Click the **Add New Contact** to add as many people as you need. Click **Continue** when you are ready to begin entering product information.

## Step 2: Add Product Details

Each compostable plastic product needs to be added to your declaration. Required information for each product includes the Product Type, Brand Name, (Main) Material Type, and a Product Description. Other requested information includes the Other (secondary) material type, and the SKU and/or UPC numbers.

**You must click the Add Product button for the product to be added to your declaration.** If you click **Continue** without clicking **Add Product**, the product will not be added, and you will need to re-enter the product details. See screenshot 17.

**Product Details**

Please add all products that you are declaring compliance for and hit the "Add Product" button to continue. i

Product Type*	Brand Name*
Cups	Sample Cup
Material Type*	Other Material Type Description
Compostable Plastic	PLA
UPC(s) <small>Please enter all Universal Product Codes (UPC) associated with this product. Please separate each code with a comma.</small>	SKU(s) <small>Please enter all Stock Keeping Numbers (SKU) associated with this product. Please separate each number with a comma.</small>
999999999999	9999999
Other Product Description*	
8 oz. PLA cups. Green band around rim, certified by BPI (embossed on bottom), "compostable" written on the <a href="#">side</a>	
characters remaining :1889	
<b>Add Product</b>	

Product Type	Material Type	Brand	Other Product Description	UPC(s)	SKU(s)	Action
Producer Products						

Back Continue

Screenshot 17 Fill out the Product Details for each product you need to list on your declaration. **Click Add Product after each one, or they will not be listed on the final declaration.**

Be sure that new products show up in the table before you advance to the next screen.

**Product Details**

Please add all products that you are declaring compliance for and hit the "Add Product" button to continue. i

Product saved successfully ×

**Product Type\***  
Select One ▼

**Brand Name\***  
Brand Name

**Material Type\***  
Select One ▼

**Other Material Type Description**  
Material Description

**UPC(s)**  
*Please enter all Universal Product Codes (UPC) associated with this product. Please separate each code with a comma.*  
Universal Product Codes (UPCs)

**SKU(s)**  
*Please enter all Stock Keeping Numbers (SKU) associated with this product. Please separate each number with a comma.*  
Stock Keeping Unit Numbers (SKUs)

**Other Product Description\***  
Other product identifying information

[Add Product](#)

Product Type	Material Type	Brand	Other Product Description	UPC(s)	SKU(s)	Action
Cups	Compostable Plastic PLA	Sample Cup	8 oz. PLA cups. Green band around rim, certified by BPI (embossed on bottom), "compostable" written on the side	999999999999	9999999	<a href="#">update</a> <a href="#">delete</a>

Producer Products

[Back](#) [Continue](#)

Screenshot 18 When a product is successfully added to your declaration, a green banner will display at the top of the screen. The product details will also show in the bottom section. The **Update** and **Delete** actions can be used to make changes or remove products. Click **Continue** when all products have been added to the list.



### Step 3: Add Documents

Documents and supplemental information can be uploaded for products, like a copy of your compostable certification. This is optional but encouraged.

**Documents**

Optional - Please attach any associated documentation to support your product compliance. After selecting your file and providing a description, please click 'Add File' to complete the upload before continuing. 1

File to Upload

samplecup\_BPI\_cert.pdf Browse

File Description

Certification from BPI for Sample Cups

**Add File**

File	Description	Action
Attached Documentation		

Back Continue

Screenshot 19 Find documents on your computer by using the **Browse** button, and add a description for each file. You can only add files one at a time. **Click the Add File button to add documents to your declaration. If you click Continue beforehand, documents will not be added.** Click **Continue** when all documentation has been uploaded.

## Step 4: Review and Submit

Review the information in your declaration. Click **Back** to make edits and **Submit** when complete.

### Review and Submit

Review and verify your declaration is correct.  
If your declaration is correct, click 'submit'.  
To update any detail in your declaration, click 'back'.

Test Sample Organization  
Federal Tax ID (EIN): 22-5665854  
Web Address: [testsample.com](http://testsample.com)

#### Contacts

Name	Organization	Address	Phone	Email	Contact Type
Sample Example	Test Sample Organization	300 Desmond Dr. SE Lacey, WA 98503	(999) 999-9999	sample.example@testsample.com	Responsible Official

Producer Contacts

#### Products

Product Type	Material Type	Brand	Description	UPC(s)	SKU(s)
Cups	Compostable Plastic PLA	Sample Cup	8 oz. PLA cups. Green band around rim, certified by BPI (embossed on bottom), "compostable" written on the side	999999999999	9999999
Mixed Cutlery	Bamboo Compostable Plastic	Sample Forks and Knives	12-pack of mixed bamboo cutlery coated with a compostable plastic. Certified by CMA, colored green with brown tips.	000000000000 222222222222	28519878 25198452

Producer Products

#### Documents

File	Description
<a href="#">samplecup_bpi_cert.pdf</a>	Certification from BPI for Sample Cups
<a href="#">samplefandk_cma_cert.pdf</a>	Certification from CMA for Sample Forks and Knives

Attached Documentation

[Back](#) [Submit](#)

Screenshot 20 Use the **Back** button to return and add/edit information, if needed. Once everything is correct, click **Submit** to certify your declaration.

## Click Submit Again to Certify

Completing your declaration requires a **checkbox** and a second **Submit** button.

### Declaration of Compliance ×

By submitting this form you are certifying that your products labeled as compostable meet the following standards:

1. A product labeled as "compostable" that is sold, offered for sale, or distributed for use in Washington state by a producer must;
  - (a) Meet ASTM standard specification D6400
  - (b) Meet ASTM standard specification D6868
  - (c) Be comprised of wood, which includes renewable wood, or fiber-based substrate only
2. A product described in subsection (1)(a) or (b) of this section must;
  - (a) Meet Labeling requirements established under the United States federal trade commission's guides; and
  - (b) Feature labeling that :
    - (i) Meets industry standards for being distinguishable upon quick inspection in both public sorting areas and processing facilities;
    - (ii) Uses a logo indicating the product has been certified by a recognized third-party independent verification body as meeting ASTM standard specification;
    - (iii) Displays the word "compostable", where possible, indicating the product has been tested by a recognized third-party independent body and meets the ASTM standard specification; and
    - (iv) Uses green, beige, or brown labeling, color striping, or other green, beige, or brown symbols, colors, tinting, marks, or design patterns that help differentiate compostable items from non-compostable items.

I have read and certify the above statements in full

By clicking submit report, you certify that your information is complete and accurate.

Screenshot 21 A pop-up will appear reminding you of the labeling requirements for compostable plastics in Washington. Read this thoroughly and **check the box** next to the statement to show you have read and certify. Click **Submit** to send your declaration to Ecology staff.

When submitted, you'll be taken back to the database homepage and receive an email confirmation.

**Plastic Product Degradability (RCW 70A.455)**

Thank you, we have received your Declaration of Compliance. ×

### Declaration of Compliance

Submit a declaration of compliance. i

Producers of compostable products, including bags, film products, and food service products shall submit a declaration of compliance to the Department of Ecology.

Please submit only one declaration per business. To edit or update your declaration select "edit" from "My Declarations" below.

[Submit a new Declaration](#)

### My Producer Declarations

**Test Sample Organization**      EIN - 22-5665854      [testsample.com](#)

Contacts		Products			Documents
Name	Email	Product Type	Brand	Status	File
Sample Example	<a href="mailto:sample.example@testsample.com">sample.example@testsample.com</a>	Cups (Compostable Plastic)	Sample Cup	Declared	<a href="#">samplecup_BPI_cert.pdf</a>
		Mixed Cutlery (Bamboo)	Sample Forks and Knives	Declared	<a href="#">samplefandk_cma_cert.pdf</a>

[Edit](#)  
[View](#)

#### Submission History

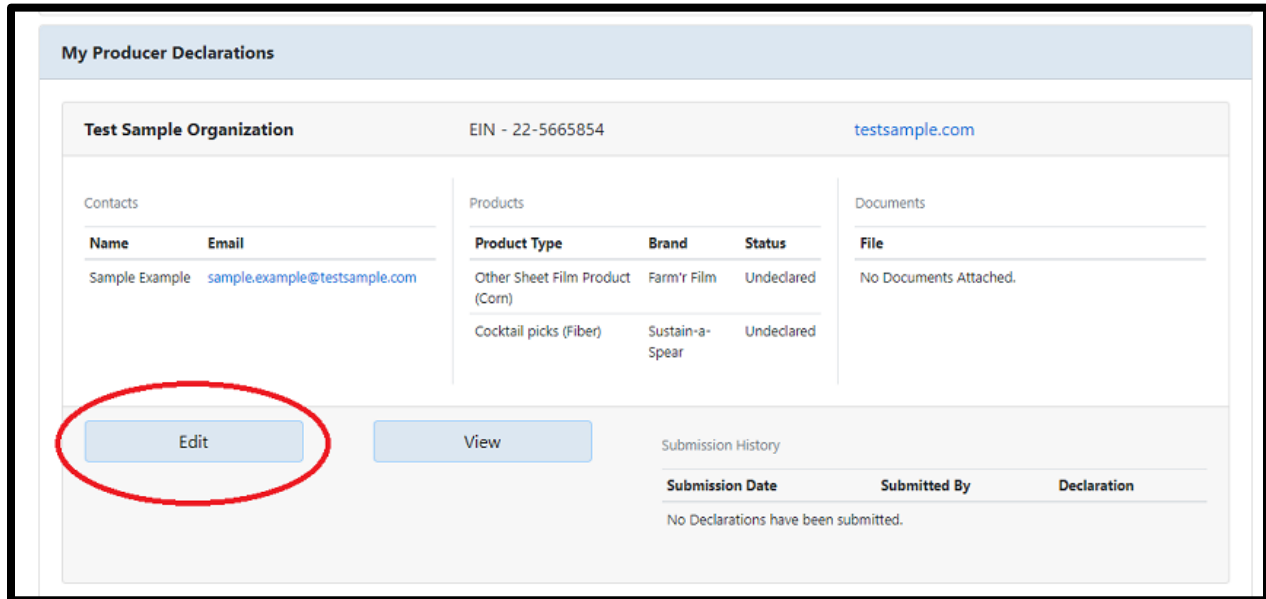
Submission Date	Submitted By	Declaration
10/18/2023	Patrick Merscher	<a href="#">CompostProductDeclaration_1045.pdf</a>

Screenshot 22 If your declaration was submitted successfully, you will automatically return to the Home screen of the portal. A green banner will show at the top, and the submission history will show at the bottom. Products that were included as part of a declaration will show as "Declared." Products labeled "Undeclared" are not listed on a certified declaration.

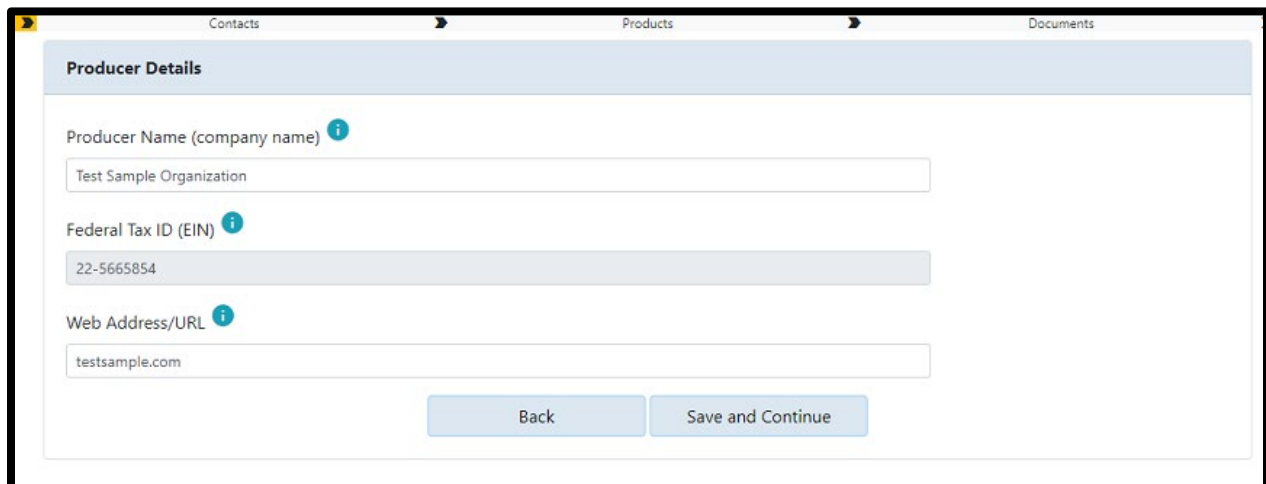
Clicking the **PDF link** in Submission History allows you to download a copy of your declaration. An email confirmation will also be sent. Please save a copy of one or both for your records.

## Adding/Editing Contact and Product Information on a Declaration

Multiple contacts can be added to a declaration. Each business/company should have their own declaration. Contacts can be added and deleted, and information can be edited at any time in Ecology's Producer Declaration Portal. The same is true for adding/deleting products and editing/updating product details.

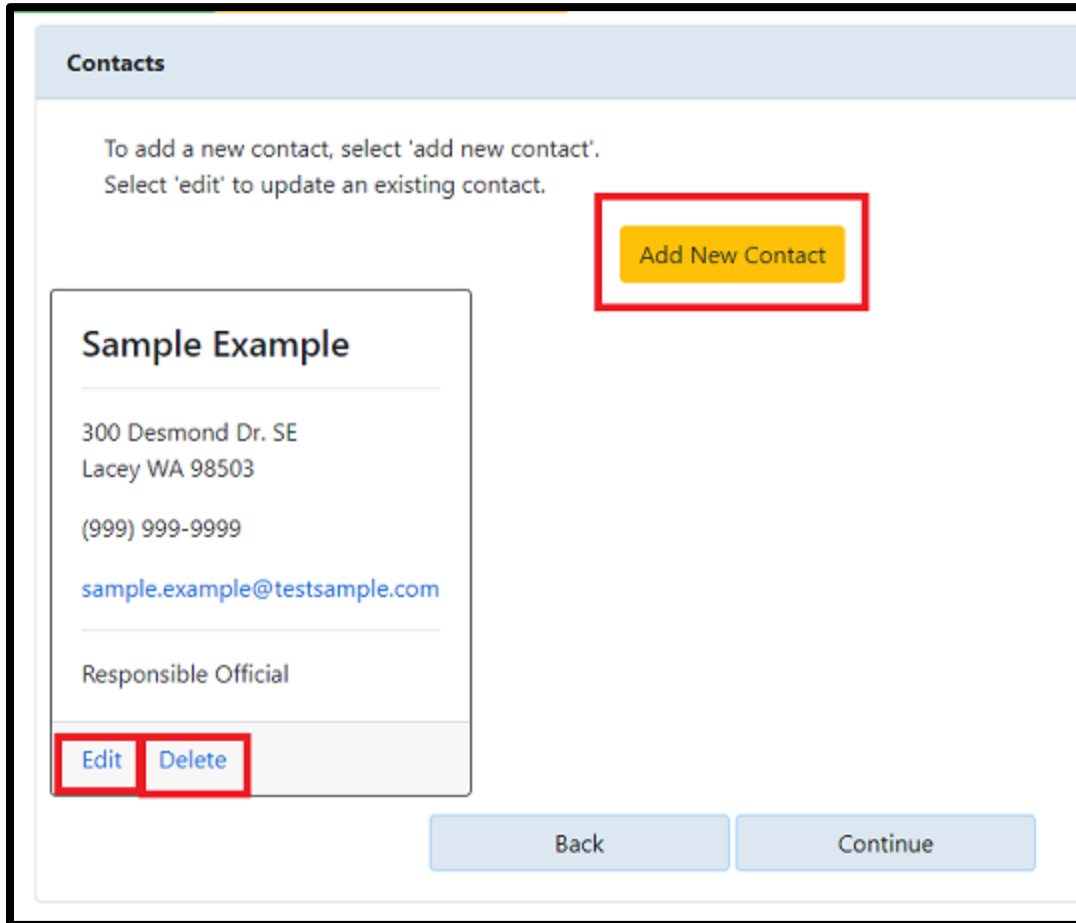


Screenshot 23 On the Plastic Product Degradability Home page, click the **Edit** button.



Screenshot 24 Only the Producer Name and Web Address may be edited. Make any needed changes and click **Save and Continue**. If your business has a new EIN, you need to start a new declaration.

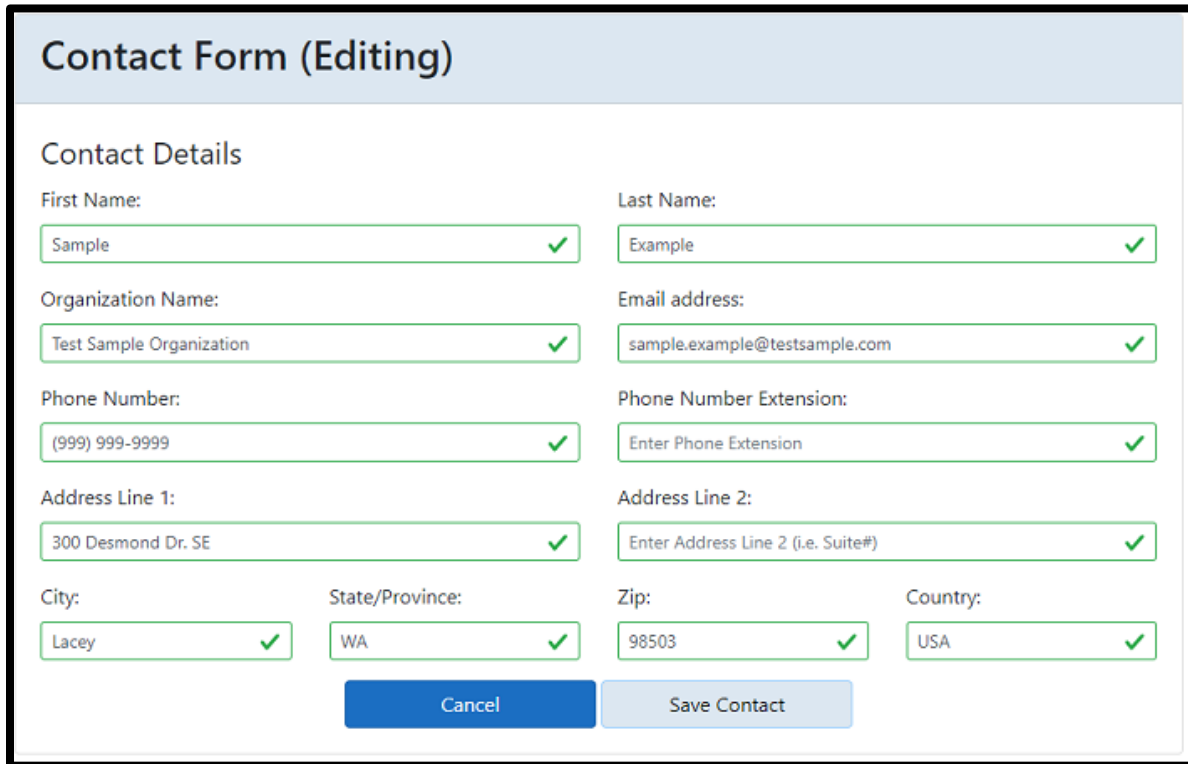
Adding new contacts and editing or deleting existing contacts can be done on the main Contacts page.



Screenshot 25 Existing Contacts on your declaration can be **Deleted** or **Edited** with the links at the bottom of the specific contact. A pop-up will display to confirm anyone you delete.

## Adding/Editing a Contact

The Add New Contact button and Edit link will display the same screen, but information will be entered already for contacts in the Edit function.



**Contact Form (Editing)**

**Contact Details**

First Name:  ✓

Last Name:  ✓

Organization Name:  ✓

Email address:  ✓

Phone Number:  ✓

Phone Number Extension:  ✓

Address Line 1:  ✓

Address Line 2:  ✓

City:  ✓

State/Province:  ✓

Zip:  ✓

Country:  ✓

Screenshot 26 Contacts you are editing will have information already entered. Make needed changes, then click **Save Contact**.

The window for adding a New Contact (Add) is the same editing. You must add all the new information.

**Contact Form (Add)**

**Contact Details**

First Name:  X

Last Name:  X

Organization Name:  X

Email address:  X

Phone Number:  X

Phone Number Extension:  ✓

Address Line 1:  X

Address Line 2:  ✓

City:  X

State/Province:  X

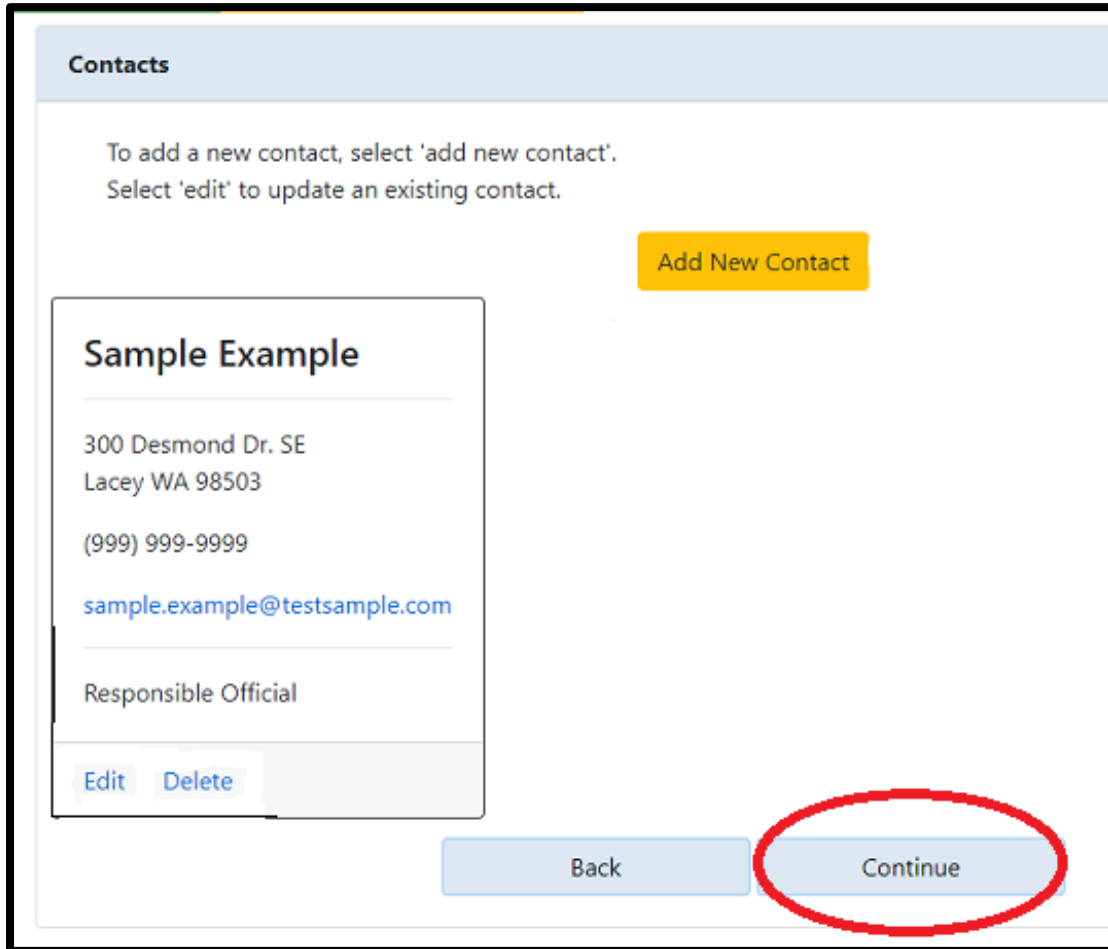
Zip:  X

Country:  X

Screenshot 27 Add information for new contacts and click **Save Contact**. The red boxes marked with an 'X' are required information.



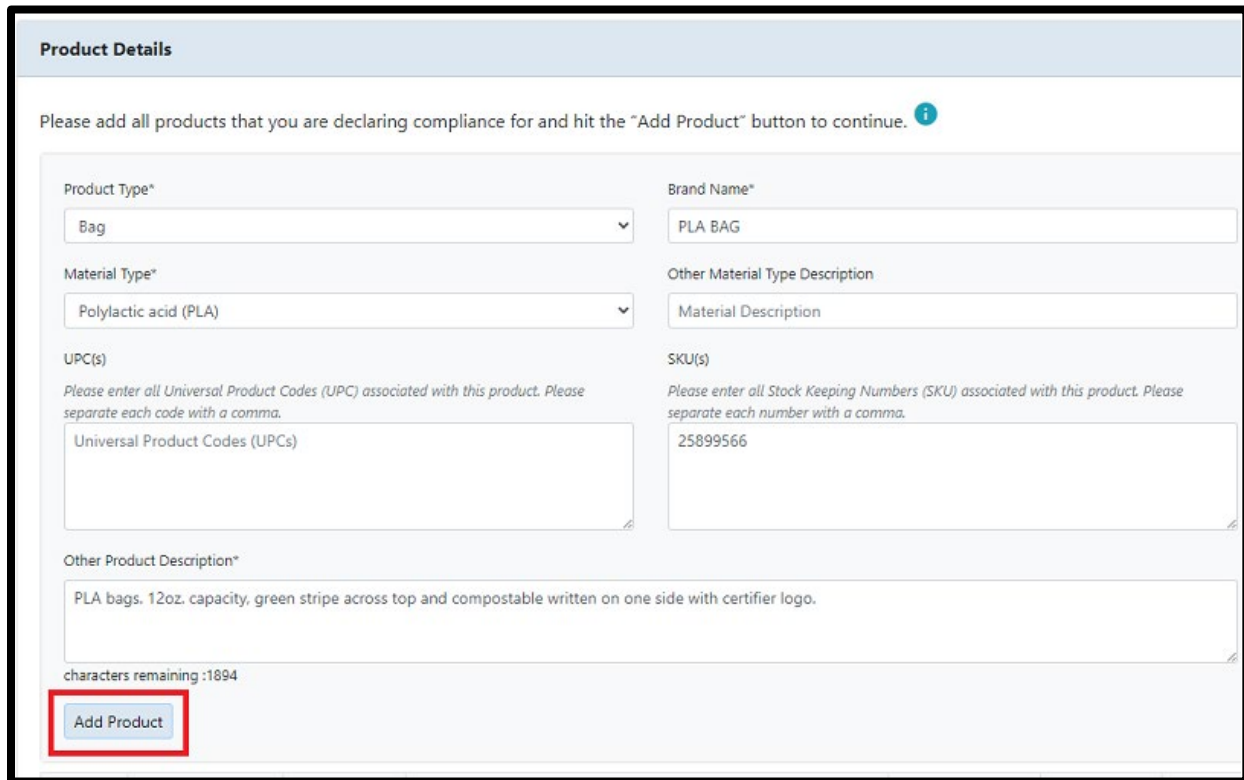
Use the **Continue** button anytime on the main Contacts page to advance in the portal.



Screenshot 28 Click **Continue** on the Contacts page.

## Adding, Editing, and Deleting a Product

For newly added and updated products, their status on your declaration will change to “Undeclared.” You must review and submit your declaration again to change their status to “Declared” and comply with the law.



The screenshot shows a web form titled "Product Details" with a light blue header. Below the header is a message: "Please add all products that you are declaring compliance for and hit the 'Add Product' button to continue." followed by an information icon. The form contains several input fields:

- Product Type\***: A dropdown menu with "Bag" selected.
- Brand Name\***: A text input field containing "PLA BAG".
- Material Type\***: A dropdown menu with "Polylactic acid (PLA)" selected.
- Other Material Type Description**: A text input field containing "Material Description".
- UPC(s)**: A text input field with the placeholder "Universal Product Codes (UPCs)". Below it is a note: "Please enter all Universal Product Codes (UPC) associated with this product. Please separate each code with a comma."
- SKU(s)**: A text input field containing "25899566". Below it is a note: "Please enter all Stock Keeping Numbers (SKU) associated with this product. Please separate each number with a comma."
- Other Product Description\***: A large text area containing "PLA bags. 12oz. capacity, green stripe across top and compostable written on one side with certifier logo." Below it is a character count: "characters remaining :1894".

At the bottom left of the form, there is a blue button labeled "Add Product" which is highlighted with a red rectangular box.

Screenshot 29 To add a new product, fill in the product information and click **Add Product**. A green banner at the top of the page will appear if it was successful.

Products listed in the table will have an **Update** (Edit) or **Delete** option.

Product Type	Material Type	Brand	Other Product Description	UPC(s)	SKU(s)	Action
Cups	Compostable Plastic PLA	Sample Cup	8 oz. PLA cups. Green band around rim, certified by BPI (embossed on bottom), "compostable" written on the side	999999999999	9999999	update delete
Mixed Cutlery	Bamboo Compostable Plastic	Sample Forks and Knives	12-pack of mixed bamboo cutlery coated with a compostable plastic. Certified by CMA, colored green with brown tips.	111111111111 222222222222	28519878 25198452	update delete
Bag	Polylactic acid (PLA)	PLA BAG	PLA bags. 12oz. capacity, green stripe across top and compostable written on one side with certifier logo.		25899566	update delete

Producer Products

Back Continue

Screenshot 30 Use the **Update** and **Delete** actions to edit or delete products on your declaration. When you press **Delete**, a pop-up will appear asking you to confirm. **The delete action cannot be undone. If you accidentally delete a product you will need to re-enter it.**

### Edit Product

Product Type\*  
Bag

Brand Name\*  
PLA BAG

Material Type  
Polylactic acid (PLA)

Other Material Type Description  
Material Description

UPC(s)  
*Please enter all Universal Product Codes (UPC) associated with this product. Please separate each code with a comma.*  
Universal Product Codes (UPCs)

SKU(s)  
*Please enter all Stock Keeping Numbers (SKU) associated with this product. Please separate each number with a comma.*  
25899566

Other Product Description  
PLA bags, 12oz. capacity, green stripe across top and compostable written on one side with certifier logo.

Update Close/Cancel

Screenshot 31 Clicking **Update** will open a new window where you can edit a product's information. When you have made your changes, click **Update** again. Or click **Close/Cancel** to go back without saving changes. Click **Continue** at the bottom of the Products page to go to Documents.

## Adding and Deleting Documents

Supporting documents can be deleted or added at any time.

**Documents**

Optional - Please attach any associated documentation to support your product compliance. After selecting your file and providing a description, please click 'Add File' to complete the upload before continuing. i

File to Upload

Select File Browse

File Description

File Description

**Add File**

File	Description	Action
<a href="#">samplecup_BPI_cert.pdf</a>	Certification from BPI for Sample Cups	<a href="#">delete</a>
<a href="#">samplefandk_cma_cert.pdf</a>	Certification from CMA for Sample Forks and Knives	<a href="#">delete</a>

Attached Documentation

Back Continue

Screenshot 32 Add new documents by clicking the **Browse** button, then finding the file on your computer and uploading. Type a file description and click **Add File**. **If you click Continue before Add File, your document will not be saved.** To delete a file, use the **Delete** link. A pop-up will appear asking you to confirm. **Once you confirm and a document is deleted, this is permanent.** You will need to re-add any accidentally deleted files.

## Review and Submit

Review the information in your declaration. Go back for edits and **Submit** when complete. Remember, any product you added or updated has now been marked “Undeclared.” You need to complete the submission again (and each time after) to fully comply with the law and declare your product(s) as compliant.

### Review and Submit

Review and verify your declaration is correct.  
If your declaration is correct, click 'submit'.  
To update any detail in your declaration, click 'back'.

Test Sample Organization  
Federal Tax ID (EIN): 22-5665854  
Web Address: [testsample.com](https://testsample.com)

#### Contacts

Name	Organization	Address	Phone	Email	Contact Type
Sample Example	Test Sample Organization	300 Desmond Dr. SE Lacey, WA 98503	(999) 999-9999	sample.example@testsample.com	Responsible Official

Producer Contacts

#### Products

Product Type	Material Type	Brand	Description	UPC(s)	SKU(s)
Cups	Compostable Plastic PLA	Sample Cup	8 oz. PLA cups. Green band around rim, certified by BPI (embossed on bottom), "compostable" written on the side	999999999999	9999999
Mixed Cutlery	Bamboo Compostable Plastic	Sample Forks and Knives	12-pack of mixed bamboo cutlery coated with a compostable plastic. Certified by CMA, colored green with brown tips.	000000000000 222222222222	28519878 25198452

Producer Products

#### Documents

File	Description
<a href="#">samplecup_bpi_cert.pdf</a>	Certification from BPI for Sample Cups
<a href="#">samplefandk_cma_cert.pdf</a>	Certification from CMA for Sample Forks and Knives

Attached Documentation

[Back](#) [Submit](#)

Screenshot 33 Use the **Back** button to return and add/edit information, if needed. Once everything is correct, click **Submit** to certify your declaration.

## Click Submit Again to Certify

Completing your declaration requires a checkbox and a second **Submit** button.

### Declaration of Compliance

By submitting this form you are certifying that your products labeled as compostable meet the following standards:

1. A product labeled as "compostable" that is sold, offered for sale, or distributed for use in Washington state by a producer must;
  - (a) Meet ASTM standard specification D6400
  - (b) Meet ASTM standard specification D6868
  - (c) Be comprised of wood, which includes renewable wood, or fiber-based substrate only
2. A product described in subsection (1)(a) or (b) of this section must;
  - (a) Meet Labeling requirements established under the United States federal trade commission's guides; and
  - (b) Feature labeling that :
    - (i) Meets industry standards for being distinguishable upon quick inspection in both public sorting areas and processing facilities;
    - (ii) Uses a logo indicating the product has been certified by a recognized third-party independent verification body as meeting ASTM standard specification;
    - (iii) Displays the word "compostable", where possible, indicating the product has been tested by a recognized third-party independent body and meets the ASTM standard specification; and
    - (iv) Uses green, beige, or brown labeling, color striping, or other green, beige, or brown symbols, colors, tinting, marks, or design patterns that help differentiate compostable items from non-compostable items.

I have read and certify the above statements in full

By clicking submit report, you certify that your information is complete and accurate.

Screenshot 34 A pop-up will appear reminding you of the labeling requirements for compostable plastics in Washington. Read this thoroughly and **check the box** next to the statement to show you have read and certify. Click **Submit** to send your declaration to Ecology staff.

If your declaration was submitted successfully, you will automatically return to the Home screen of the portal.

**Plastic Product Degradability (RCW 70A.455)**

Thank you, we have received your Declaration of Compliance. ×

### Declaration of Compliance

Submit a declaration of compliance. i

Producers of compostable products, including bags, film products, and food service products shall submit a declaration of compliance to the Department of Ecology.

Please submit only one declaration per business. To edit or update your declaration select "edit" from "My Declarations" below.

[Submit a new Declaration](#)

### My Producer Declarations

**Test Sample Organization**      EIN - 22-5665854      [testsample.com](#)

Contacts		Products			Documents
Name	Email	Product Type	Brand	Status	File
Sample Example	<a href="mailto:sample.example@testsample.com">sample.example@testsample.com</a>	Cups (Compostable Plastic)	Sample Cup	Declared	<a href="#">samplecup_BPI_cert.pdf</a> <a href="#">samplefandk_cma_cert.pdf</a>
		Mixed Cutlery (Bamboo)	Sample Forks and Knives	Declared	

[Edit](#)  
[View](#)

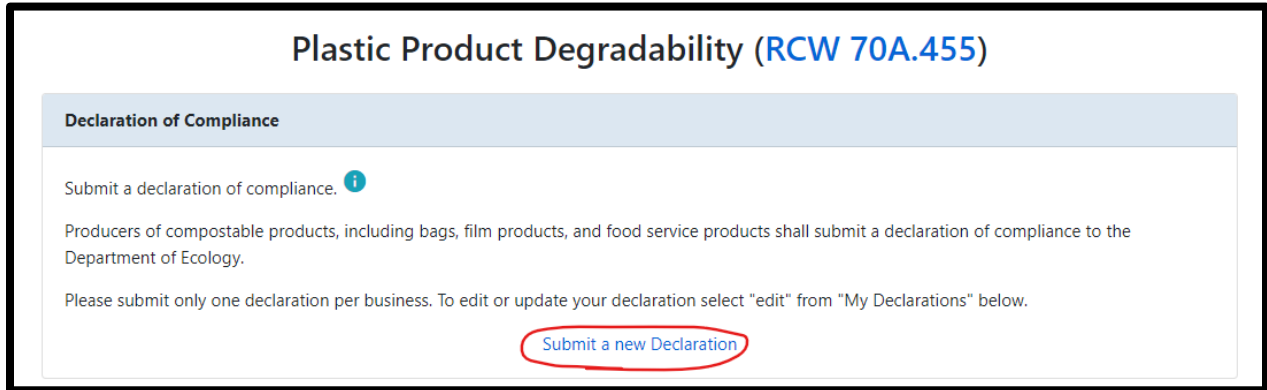
#### Submission History

Submission Date	Submitted By	Declaration
10/18/2023	Patrick Merscher	<a href="#">CompostProductDeclaration_1045.pdf</a>

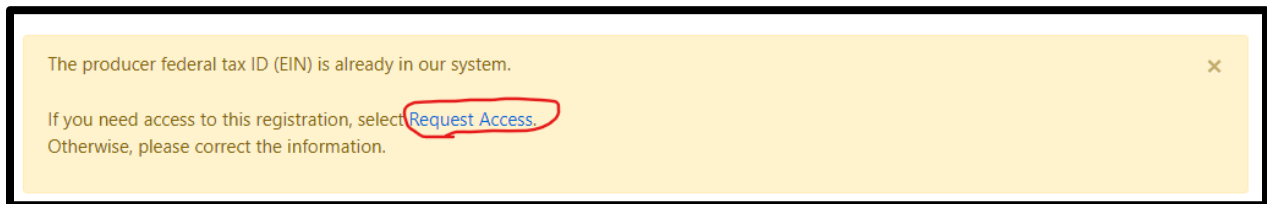
Screenshot 35 A green banner will show at the top, and the submission history will show at the bottom. Products that were included as part of a declaration will show as 'Declared.' Products labeled 'Undeclared' are not listed on a certified declaration. An email confirmation will also be sent.

## Requesting Access to an Existing Declaration

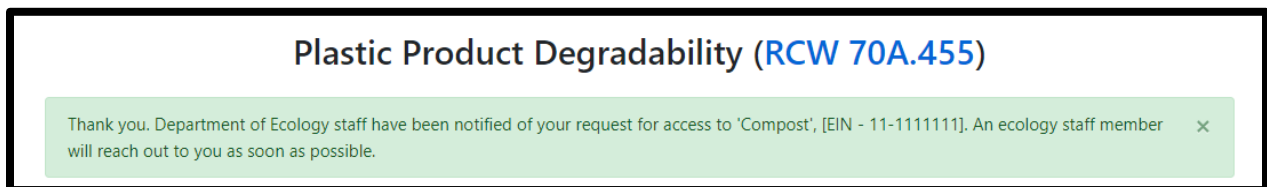
If a producer's account already exists for your business, you may request access to that account. The easiest way to do this is by entering the Waste Reduction Portal and the Plastic Product Degradability database.



Screenshot 36 From the Home page, click the **Submit a New Declaration** link. Enter in the producer's name and your Federal Tax ID (EIN). Click the Save and Continue button.



Screenshot 37 A message will popup allowing you to request access to the system. Click on the **Request Access** link.



Screenshot 38 A green header will appear, and you will receive a confirmation email when Ecology receives your request. Ecology will grant or deny access and may reach out to the producer with questions. You will receive an automatic email message if Ecology approves your request. Complete the sign in process again and your business will be listed under "My Producer Declarations."

If you do not see this message, you may register as a new producer **OR** contact Ecology's Organics Management Team at [organics@ecy.wa.gov](mailto:organics@ecy.wa.gov).