# Catering Waste Management Plan

This playbook describes the process of creating an effective waste management plan tailored for catering services. The aim is to streamline the handling of leftovers and disposables after catered events to reduce waste.

### Step 1: Assessment

Conduct a waste stream audit to determine the types and amounts of waste generated at past events. This will help in identifying the key areas where waste reduction strategies can be most effectively implemented.

### Step 2: Goals Setting

Define specific waste reduction goals based on the audit's findings. These may include targets for recycling, composting, and overall waste diversion from landfills.

### Step 3: Planning

Develop a detailed plan delineating how each type of waste will be managed. The plan should include methods for waste prevention, such as using reusable or biodegradable serving ware, and processes for collection, sorting, and disposing of waste.

### Step 4: Supplier Engagement

Work with suppliers to ensure that products and packaging are aligned with the waste reduction goals. This might involve selecting suppliers who use minimal packaging or who can take back packaging for reuse or recycling.

### Step 5: Team Training

Train the event staff on the waste management plan, emphasizing their roles in prevention, sorting, and proper disposal of waste. Make sure everyone understands what is recyclable, compostable, or trash.

### Step 6: Implementation

Put the waste management plan into action during events. This will involve setting up clearly labeled waste stations, monitoring waste management practices, and ensuring compliance from all staff and participants.

### Step 7: Monitoring

Regularly assess the effectiveness of the waste management strategies during and after events. Collect data on waste quantities and types to evaluate progress toward goals.

### Step 8: Review

After the event, review performance against the waste reduction goals. Identify any issues in execution or areas for improvement, and adjust the plan accordingly for future events.

## General Notes

### Sustainability

Consider sustainability in every aspect of the waste management plan, aiming for solutions that minimize environmental impact while still being practical and cost-effective.

### Regulations

Ensure that waste disposal methods comply with all local regulations and standards. This includes proper handling of food waste, recyclables, and any hazardous materials.

### Community Involvement

Engage with the local community by possibly donating leftover food to shelters or community programs, which can help minimize waste while supporting those in need.