

[Company Name and Logo]

# Waste Audit Template

[Date]

## **Introduction**

In our commitment to sustainability, we recognize the importance of minimising waste in our operations. This Waste Audit Template will help us identify where waste is generated in our business and outline strategies to reduce it.

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## **Section 1: Audit Information**

Audit Date: (Date of the audit)

Audit Team: (Names and positions of the audit team members)

Area of Audit: (Specify the area of the business being audited)

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## **Section 2: Waste Identification**

In this section, we will identify the types of waste generated in our operations.

Type of Waste: (Description of the waste)

Source/Activity: (Where or from what activity the waste is generated)

Estimated Quantity: (Estimated quantity of the waste generated per day/week/month)  
(Repeat this section for each type of waste identified)



## **Section 3: Current Waste Management Strategies**

For each type of waste identified, we will assess the current waste management strategies in place.

Type of Waste: (Description of the waste)

Current Management Strategy: (Description of how the waste is currently managed)

Effectiveness of Strategy: (Evaluation of how effective the current strategy is in minimising waste)

(Repeat this section for each type of waste identified)

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## **Section 4: Proposed Waste Reduction Strategies**

For each type of waste, we propose new or improved strategies to reduce the waste generated.

Type of Waste: (Description of the waste)

Proposed Strategy: (Description of the proposed strategy to reduce waste)

Expected Outcome: (Expected results of implementing the proposed strategy)  
(Repeat this section for each type of waste identified)



## Conclusion

This Waste Audit has helped us better understand our waste generation and provides a foundation for improving our waste management strategies. We are committed to continually reducing waste in our operations and working towards sustainability.

Signature

(Name)

(Position)

(Date)

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NOTE: This is an editable template and should be adjusted to better suit your specific waste audit needs. A waste audit is a practical step towards understanding and minimising waste in your business operations.

Are you interested in diving deeper into sustainability for your business? If you're ready to take the next step towards greener business operations, visit us at [EcoLivingVibes.com](https://EcoLivingVibes.com). We provide resources, guidance, and support for businesses of all sizes looking to enhance their sustainability. From detailed articles to practical templates and tools, you'll find everything you need to transform your business into a model of sustainable success. Explore our resources and start your eco-friendly business journey with us today!

