# Site assessment and litter and bin monitoring

**This template recommends three site aspects to assess for your zero waste event:**

1. **General site assessment (e.g. infrastructure location, sign, staff positioning)**
2. **Litter monitoring**
3. **Bin monitoring**

general Site assessment

For a general site assessment, make sure you have printed or drawn a map of the entire event area including front and back of house. Mark on the map:

* All bin hubs and number and types of waste streams:
  + Give them all an individual number and a system for type of services (e.g. use C for compost, R for recycling so that bin hub 1 can be recorded as 1 CRR, meaning that there was one compost and two recycling bins at hub 1)
* Any unforeseen infrastructure changes (e.g. extra bins, signs etc)
* Stallholder location and corresponding back of house bins
* Name, number or section of the site to use for litter monitoring (e.g. market, seating, theatre, exit, entry, campground).

Litter monitoring

The steps to litter monitoring include:

* 1. Use a site map and mark the location of litter items
  2. List all litter item types and the location/time they were identified using the below table.

|  |  |  |
| --- | --- | --- |
| type | Area/section | time |
| *e.g. reusable cup* | *e.g. concert area* | *e.g. 15.00* |
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Bin monitoring

The steps to bin monitoring include:

* 1. Use a site map and mark the:
  2. Number and actual position of all bin stations front of house
  3. Number and actual position of all bin stations back of house
  4. Record the bin number, time and date, contamination rate and proportion full against the numbered bin and service (e.g. compost, recycling) using the below table.

|  |  |  |  |
| --- | --- | --- | --- |
| Bin NO | time and date | Contamination rate & description | % full |
| *e.g. 1 C* | *e.g. 14.45* | *e.g. aluminium can* | *e.g. 60%* |
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