A picture containing logo

Description automatically generated 

OUR FOOD WASTE REDUCTION ACTION PLAN

Organisation/Site: Owner of plan: Review date:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **No.** | **Action** | **By who** | **By when** | **Date completed** | **Comments** |
| **Reduce food waste** | | | | | |
| **1** | For example, introduce a Specials board to use up surplus ingredients. | (Name) | (Date) | (Date) |  |
| **2** |  |  |  |  |  |
| **3** |  |  |  |  |  |
| **Redistribute surplus food** | | | | | |
| **1** | For example, make arrangements with appropriate organisation to redistribute surplus food where it arises. | (Name) | (Date) | (Date) |  |
| **2** |  |  |  |  |  |
| **3** |  |  |  |  |  |
| **Recycle food waste** | | | | | |
| **1** | For example, contract waste management company to collect food waste separately to discuss setting up collections. | (Name) | (Date) | (Date) |  |
| **2** |  |  |  |  |  |
| **3** |  |  |  |  |  |

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