Food Trader Waste Guidelines Template

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| **Purpose of this document** | To provide a foundation for you to create your own guidelines for food traders. |
| **Who it is for** | Waste Lead and/or Trader/Concessions Manager to complete and share with food traders. |
| **How to use it** | Fill in this template to create guidelines for food traders. Delete or add information as required and highlighted in the text.  |

**See below for the Food Trader Waste Guidelines Template.**

# <Event Logo>

# <Event Name> Guidelines for Food Traders

**Overall aim**

<explain key aims e.g. We aim to recover and recycle 100% of recyclable materials onsite, and separate food waste for composting.>

<briefly outline success so far to demonstrate e.g. percentages>

**How we will support you:**

* We will provide an A4 laminate of the recycling instructions for you and your staff to follow.
* We will collect **appropriately sorted** waste from your Back-of-House area <every day (or when you plan to do this)>
* We will provide <outline bins provided if any e.g.> food bins for cooked and uncooked food and sacks for cardboard in close proximity to your stall. (Please ensure the cardboard is clean, flattened and with any plastic wrap removed!)
* We will provide <bins / green sacks or similar – insert> for dry mixed recycling (NO FOOD WASTE other than residues on empty cans and jars).
* WE will provide <bins or state receptacle type> for waste that is **not recyclable** e.g. crisp packets, dirty baking foil and soiled card e.g contaminated with mut or food fat (classic being pizza boxes).

<if using bin toppers or signage for back of house waste, insert images>

**What we expect from you:**

* <if not provided by the festival> To have three adequate bins in your Back-of-House area to sort waste.
* To place food waste in the Back-of-House compost bins <if provided or state otherwise>.
* To flatten cardboard and put in the relevant <sacks/bin>.
* To work with the <Recycling Team/Site Manager> to sort and segregate your waste as requested.
* To NOT put any recyclables **or** food waste in the landfill <bin>.
* To NOT contaminate clean dry recyclables with food waste.
* To brief and monitor your staff on these procedures.

FOOD TRADER ONSITE WASTE DISPOSAL GUIDE

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| WASTE STREAM | SEGREGATION REQUIRED | TRADER BINS PROVIDED | ONSITE SYSTEM OF REMOVAL |
| Mixed dry recycling  | Plastic (including clean plastic film), cans, tins, tetra pak and glass. |   |   |
| Compost  | Food waste.  |   |   |
| Cardboard/paper | All CLEAN, DRY cardboard & paper (no card contaminated with; food, meat juices or grease e.g. pizza box). |   |   |
| Cooking oil/fats  |   |   |   |
| Other waste  | Non recyclables, e.g.materials contaminated (with food, grease or mud), wrappers, packaging, foil or card, crisp packets, broken china, nappies, cleaning cloths (including blue paper), sponges and textiles.  |   | e.g. The recycling team will collect from behind your stall. |
| Good/edible food | Day old bread/pastries. Pies / fruit & veg. |   |   |



**Before you leave…**

Please ensure you have requested the <insert role e.g. Trader Manager> to attend your pitch and sign it off as clear before departure.