

## Visual Recycling Audit Tool

**This is a simple tool** to help you identify problems and priority areas in the recycling system at your site. It will also help you track progress and measure success!  
**Instructions: 1)** Conduct your audit on all (if possible) recycling stations or bins in your workplace *before and after* you implement a change (ie improved signage or location). **2)** Report the results of your audit to coworkers to motivate change and to demonstrate the impact of their actions. **Three example rows have been completed.** More information can be found in the Recycling for Leased Sites Toolkit or the Recycling Champions Toolkit on [www.bcgreencare.ca](http://www.bcgreencare.ca) Questions? Contact [sarah.currie@fraserhealth.ca](mailto:sarah.currie@fraserhealth.ca)

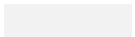
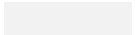
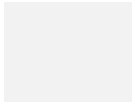
Worksite:						Auditor:				Date:		
Location and Appearance						Contamination						
						Contamination levels				Contamination type (please specify)		
Bin Location	Stream (paper, rigid plastic, garbage, etc...)	Signage (clear, visible?)	Bin clean?	Clear bin liner?	co-located with other bins?	None	Low (1 piece)	Med (2-4 pieces)	High (5+ pieces)	Medical waste (gloves, tubing, masks, etc...)	Mis-placed Garbage	Mis-placed recycling
Beside 1st floor fridge	rigid plastic	yes	no	yes	yes				yes	Gloves, tubing		
Outside copy room	paper	no	yes	NA	no			yes		soiled paper bag	pop can	
Entrance	garbage	yes	yes	NA	no			yes			paper, pop can, yogurt container	

Total # of Bins: 0    1    2    0

Most Frequent Contamination Items: Medical waste, pop cans, misplaced cardboard



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ard, paper