

Waste Audit Spreadsheet

School: _____

Enrolment: _____

Date: _____

GARBAGE CANS:

Waste Category	Actual Weight (kg)	Estimated Weight (one day) (kg)	Estimated Weight (one week) (kg)	Estimated Weight (one year) (kg)	Percentage of Total Weight (in waste cans)
	The 'x factor' is the number you need to multiply by to get estimated numbers for one day (for example: if you audited 1/4 of the school's waste, your x factor is 4)		Multiply your daily weight by 5 (5 days in a school week)	Multiply your weekly total by 40 (40 weeks in a school year)	Divide each categories' yearly weight by the total yearly weight and multiply by 100
	x factor =				
Recyclable Plastic					
Non-recyclable Plastic					
Recyclable Paper					
Metal					
Glass					
Food Waste and Organic Paper					
Non-Recyclable/Other Waste					
TOTAL					

BLUE BOXES:

Waste Category	Actual Weight (kg)	Estimated Weight (one day) (kg)	Estimated Weight (one week) (kg)	Estimated Weight (one year) (kg)	Percentage of Total Weight (in blue boxes)
	The 'x factor' is the number you need to multiply by to get estimated numbers for one day (for example: if you audited 1/4 of the school's waste, your x factor is 4)		Multiply your daily weight by 5 (5 days in a school week)	Multiply your weekly total by 40 (40 weeks in a school year)	Divide each categories' yearly weight by the total yearly weight and multiply by 100
	x factor =				
Recyclable Plastic					
Non-recyclable Plastic					
Recyclable Paper					
Metal					
Glass					
Food Waste and Organic Paper					
Non-Recyclable/Other Waste					
TOTAL					

GREEN CARTS:

Waste Category	Actual Weight (kg)	Estimated Weight (one day) (kg)	Estimated Weight (one week) (kg)	Estimated Weight (one year) (kg)
	The 'x factor' is the number you need to multiply by to get estimated numbers for one day (for example: if you audited 1/4 of the school's waste, your x factor is 4)		Multiply your daily weight by 5 (5 days in a school week)	Multiply your weekly total by 40 (40 weeks in a school year)
	x factor =			
Food Waste and Organic Paper				

Total Weight From All Areas and Capture and Diversion Ratios:

Waste Category	Estimated Weight (one year) (kg)	Percentage of Total Weight	Diverted Weight (one year) (kg)	Capture Rate (%)
	Total annual weight from all three streams (add up each waste categories yearly total from garbage cans, blue bins and green carts)	Divide each categories' yearly weight by the total yearly weight and multiply by 100	total annual weight from blue box and green cart for each category	Divide the diverted weight by the total yearly weight and multiply by 100, for each category
Recyclable Plastic				
Non-recyclable Plastic				
Recyclable Paper/Cardboard				
Metal				
Glass				
Food Waste and Organic Paper				
Non-Recyclable/Other Waste				
TOTAL				

Current Total Diversion Rate (%):

Total weight of waste diverted divided by total weight of waste generated for one year, multiplied by 100

Potential Total Diversion Rate (%):

Total weight of generated recyclable/compostable items divided by total weight of waste generated for one year, multiplied by 100 (based solely on diversion strategies, not reduction strategies)

Waste Generated per Student per Year in Kg:

Total yearly generated weight divided by number of students

Waste Diverted per Student per Year in Kg:

Total yearly diverted weight divided by number of students