STEP	1. WASTE MANAGEMENT PLAN		2. GAINING COMMITMENT		3. PROVIDING INFRASTRUCTURE		4. EDUCATION AND MARKETING		5. REPORTING AND EVALUATION	
Section and page of guide		page		page		page		page		page
	> Get started	8	> Informal	13	> Bin signage and colour standards	14	> Staff and vendor education	21	> Tracking improvements in waste generation and disposal	23
	> Identify barriers and drivers to change - SWOT analysis	8	> Formal	13	> Choosing your infrastructure	18	> Patron education and marketing	21	> Self evaluation of your success	23
	> Assess waste generation and disposal	9	> Contract and tender clauses	13	> Front of house	18			> Sharing the information with interested parties	23
	> Identify options for improvement - waste stream management	10			> Back of house	20			> Learning from your experiences/continual improvement	23
	> Set goals and targets	11								
	> Develop actions	12								
Tools		Attachment		Attachment		Attachment		Attachment		Attachment
	> Waste management plan template	A	> Example contract and tender clauses	G	> Bin signage	Available from www.zerowaste.sa.gov.au	> Example staff training posters	H	> Monitoring checklist	I
	> Example waste management plan	B	> Example staff training posters	H					> Waste stream conversion chart	J
	> SWOT analysis template	C							> Waste and recycling reporting template	K
	> Waste assessment template	D							> Self evaluation template	L
	> Handy how-to guide for waste items	E								
	> Goals and options for improvement template	F								