

A Step-by-Step Guide to Conducting a Wasted Food Assessment with EPA's Reducing Wasted Food & Packaging Toolkit

Milestone 1: Preparing for a Wasted Food Assessment and Establishing a Baseline

EPA SMM Webinar Academy Mini-Series
January 29, 2015
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Ever wonder ...

- How much food is wasted at my facility?
- What menu item is most frequently wasted by my customers? What about Back-of-House?
- How much packaging do we go through?
- What opportunities are there to reduce my waste and save money?

- How do I get started?

... tracking your wasted food and packaging helps you to answer these questions!

Today's Session

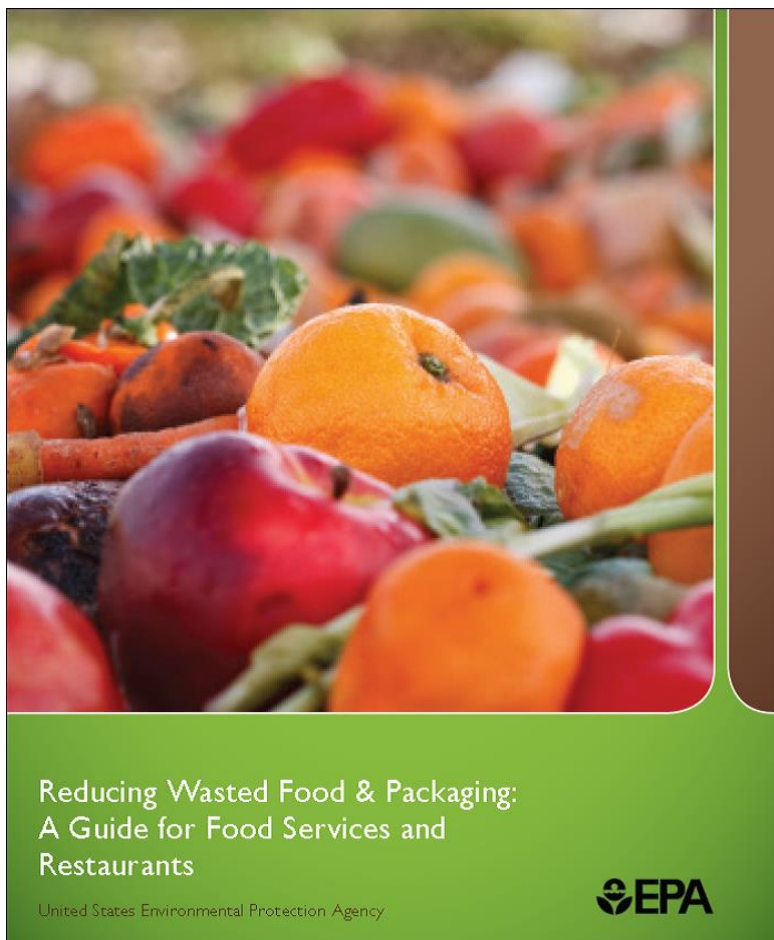
- Intro & overview of the toolkit, webinar series plan
- Tips for launching a tracking program from expert Andrew Shakman
- How to establish a baseline with EPA's Food & Packaging Waste Prevention Tool

Understand where you're at now to make smarter decisions tomorrow!



EPA's Reducing Wasted Food & Packaging Toolkit

2 resources in 1 toolkit: a [PDF guide](#) and a programmed [Excel spreadsheet](#)



PDF guide: http://www.epa.gov/foodrecovery/docs/reducing_wasted_food_pkg_tool.pdf

Excel tracking spreadsheet: http://www.epa.gov/waste/consERVE/foodwaste/docs/foodwaste_audit_tool.xlsm

Complete your own Assessment along with us!

Thursday, January 29, 2015 1:00pm—3:00pm EST	Milestone 1: Preparing for a Food Waste Assessment and Establishing a Baseline https://attendee.gotowebinar.com/register/10000000064935147
Thursday, February 26, 2015 1:00pm—3:00pm EST	Milestone 2: Data Analysis, Creating and Implementing Waste Reduction Strategies https://attendee.gotowebinar.com/register/10000000064935179
Thursday, March 26, 2015 1:00pm—3:00pm EST	Milestone 3: Tracking Progress https://attendee.gotowebinar.com/register/10000000064935206
Thursday, April 23, 2015 1:00pm—3:00pm EST	Milestone 4: Measuring Impact https://attendee.gotowebinar.com/register/10000000064935220

Participants complete each step during the month between webinars

*What is being wasted?
Why?*

How can we stop it?

Is it working?

How successful was it?

What do you need to participate?

- **For the best results, we recommend that facilities:**
 - Appoint a Waste Reduction Manager or Champion who can participate in monthly webinars, use Excel, and lead on-site tracking and reduction efforts.
 - Could be a partnership
 - Need management support
- Train staff to properly track waste as part of their work routine.
 - Identify barriers to engaging staff
 - Come up with a plan to incentivize staff participation

Additional Benefits for Pilot Participants

- Along with the free webinar series, pilot participants are offered:
 - One-on-one technical assistance from a EPA;
 - The opportunity to participate in peer groups;
 - The chance to present in future EPA webinars; and
 - The ability to jumpstart or enhance participation in the Food Recovery Challenge.
 - FRC: Save \$\$\$, help communities, and protect the environment by purchasing less, donating extra food, and composting.
- All you need to do is:
 - Test out the toolkit and let us know what you think!
- Space is limited, but there is still room! To learn more and to sign up, visit:
 - <http://go.usa.gov/MuGA>

Disclaimer

These presentations are provided as part of EPA's Sustainable Food Management Webinar series. This document does not constitute EPA policy. Mention of trade names or commercial products does not constitute endorsement or recommendation of use. Links to non-EPA websites do not imply any official EPA endorsement of or a responsibility for the opinions, ideas, data or products presented at those locations or guarantee the validity of the information provided. Links to non-EPA servers are provided solely as a pointer to information that might be useful to EPA staff and the public.



Food Recovery Hierarchy

www.epa.gov/foodscraps

Highest value:
Prevent avoidable
waste!



Source Reduction

Reduce the volume of surplus food generated

Feed Hungry People

Donate extra food to food banks, soup kitchens and shelters

Feed Animals

Divert food scraps to animal feed

Industrial Uses

Provide waste oils for rendering and fuel conversion and food scraps for digestion to recover energy

Composting

Create a nutrient-rich soil amendment

Landfill/ Incineration

Last resort to disposal

Most food waste
goes here



Basics of Toolkit

Purpose:

- Focus on prevention of wasted food and packaging
- Enables you to understand what is wasted, how much and why
- Create targeted interventions to reduce food and packaging waste

Audience:

- Restaurants, grocers, school cafeterias, catering and hospitality... anyone who serves food!



Why Packaging?

- Packaging accounts for 23% of material reaching landfills each year
- Reducing packaging by 50% in the US would save 105 million MTCO₂e
 - Equivalent to removing more than 20 million passenger vehicles from the road every year
- Food packaging and service ware are large contributors to marine debris



Why Measure and Track?

Measuring and tracking is a critical first step to any waste reduction program

- Important to understand the quantity, type of, and reason for the material being discarded
- Allows you to create targeted and successful interventions



Food Waste Tracking Systems

- Many types of tracking systems exist
 - Vary in cost, complexity, and focus

	FREE	Available to Public	Easy to Identify Opportunities for Reduction	Long-term Tracking
Paper Tracking Logs	✓	✓		
Automated Tracking Systems (e.g. LeanPath)		✓	✓	✓
Proprietary Tracking Systems			✓	✓
EPA's Food & Packaging Waste Prevention Tool	✓	✓	✓	

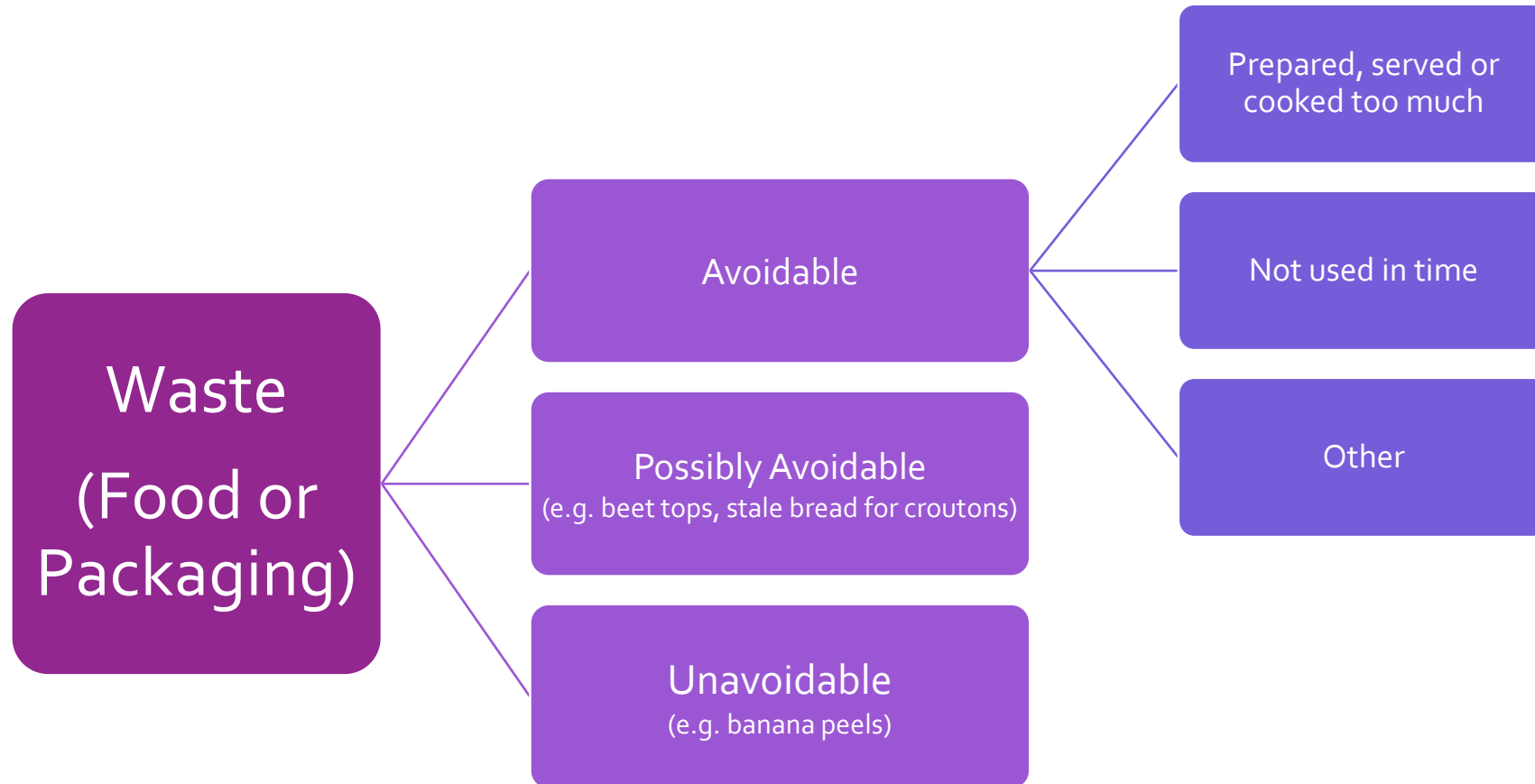


How The Tool Works

Understanding Why, When & How Much



Identify Opportunities for Targeted Interventions



Types of Waste Tracked

- Kitchen Food Waste (Back of the House)
- Plate Waste (Front of the House)
- Packaging Waste

Key Metrics

- What
- How much
- Why



Helps identify patterns and reasons for food and packaging waste generation -- Assessing waste is the first step to reducing it!

Before You Start: How Detailed Do You Want To Be?

You Can Collect Data At Various Levels of Detail

- Choose level of detail based on your goals and resources
- More detail = More useful information
- Use “Add A Row” function (on Data Entry page) to be as detailed as you want
 - Additions will also be added to printable paper logs automatically



Varying Levels of Detail

Lowest Level of Detail

- Protein
- Grain
- Fruits & Veggies
- Dairy
- Other

More Detail

- Chicken Breast
- Bell Peppers
- Rice
- Pasta
- Lettuce
- Radishes

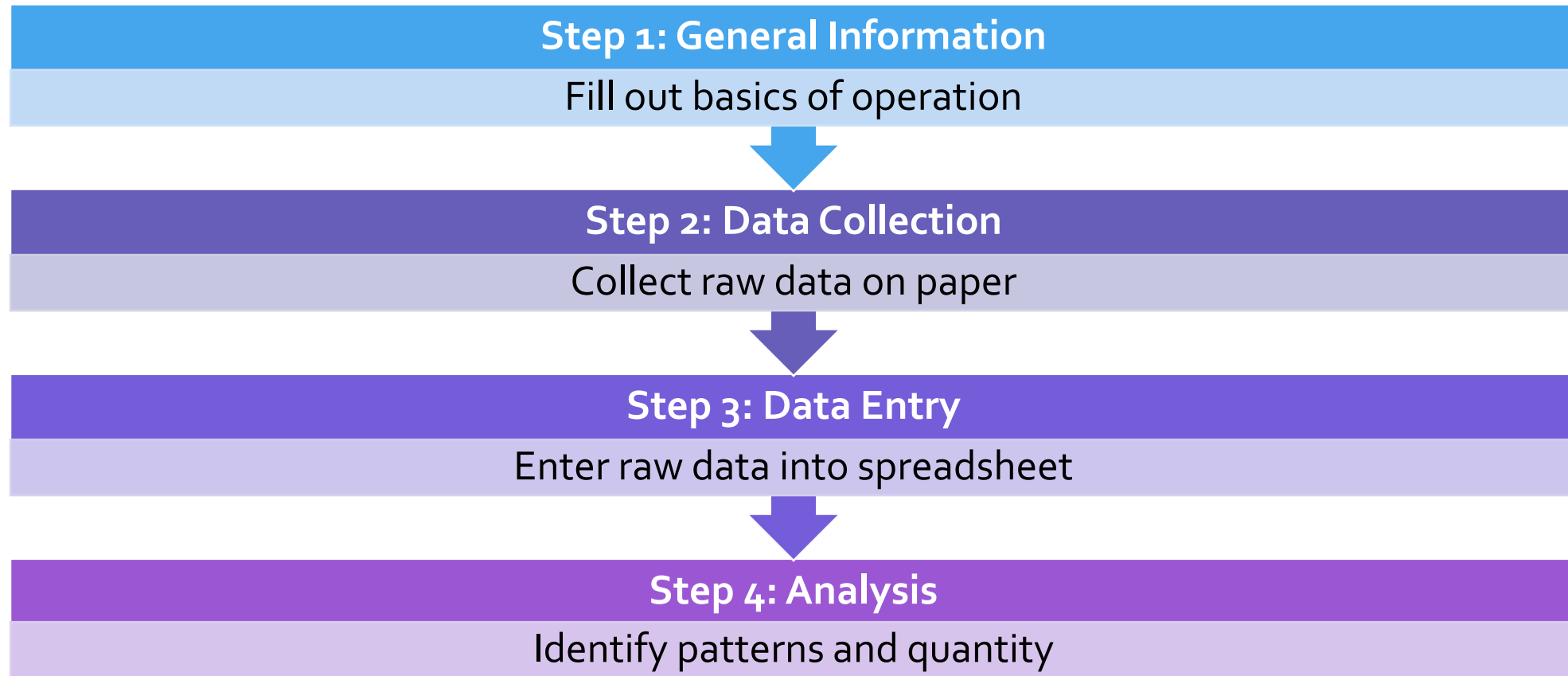
Helpful Tool: Conversion Helper

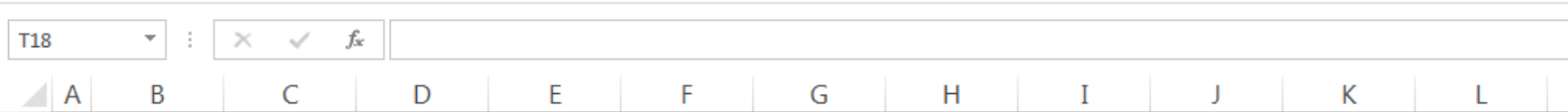
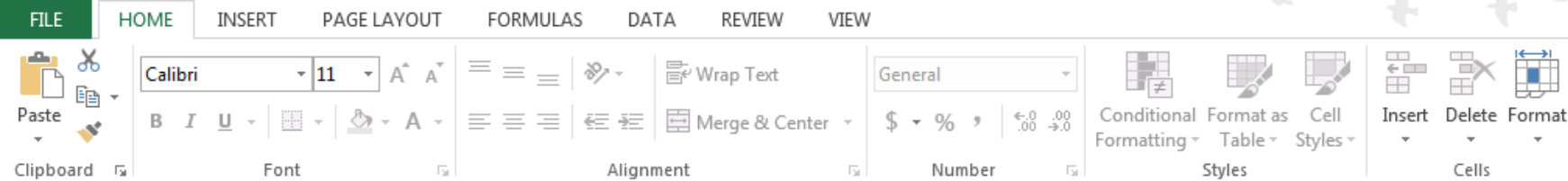
- Make it easier for staff to track how much is being thrown out: Use quantity or volume & convert later!
 - # of chicken breasts
 - # of rolls
 - Gallons of milk
 - Buckets of potato peels

Kitchen Food Waste	Name	Unit	Weight per Unit (lbs)	Number of Units	Weight (lbs)
Protein	meat, ground	cubic foot	52.5	1	52.5
	bacon	3 slices	0.06	8	0.5
	chicken breast	1 serving	0.25		0
					0
					0

The Process – Steps to Using the Spreadsheet Tool

Complete Steps 1-3 before next webinar





Welcome to the Food and Packaging Waste Measurement Tool

Introduction

Objective: To help food venues track and measure wasted food and packaging generated throughout their operations in order to reduce food and packaging waste, and prevent environmental impacts from disposed food and packaging.

The first step in reducing waste is to measure and track the amount, type of, and reason for the material being discarded. It is important to know the total waste generated to create targeted and successful interventions. Information on the waste type (for example, bell pepper, overpreparation or improper cooking) is important to make meaningful changes. The accompanying guide entitled *Services and Restaurants* provides more information on how a food service establishment can then turn their audit results into action.

This simple tool provides a framework for restaurants and other food venues to measure and categorize their wasted food and packaging into three segments: kitchen food waste, packaging waste, and plate waste.

Wasted food generated in the United States is the single largest component of municipal solid waste being disposed each year, according to EPA. In 2010, 33 million tons of food were sent to landfills in the United States - equivalent to about 200 pounds of food discarded per person.

According to LeanPath, 4-10% of the food purchased by food service venues will become waste before even reaching the plate. Food waste also account for approximately 25-30% of food purchases.² By reducing pre-consumer and post-consumer waste, venues can save money and reduce their environmental footprint.

For more information on wasted food, please visit EPA's website at: <http://www.epa.gov/waste/consERVE/foodwaste/index.html>. To calculate greenhouse gas emissions reductions from composting or reducing food waste or food packaging waste, visit <http://www.epa.gov/waste/consERVE/foodwaste/index.html>.

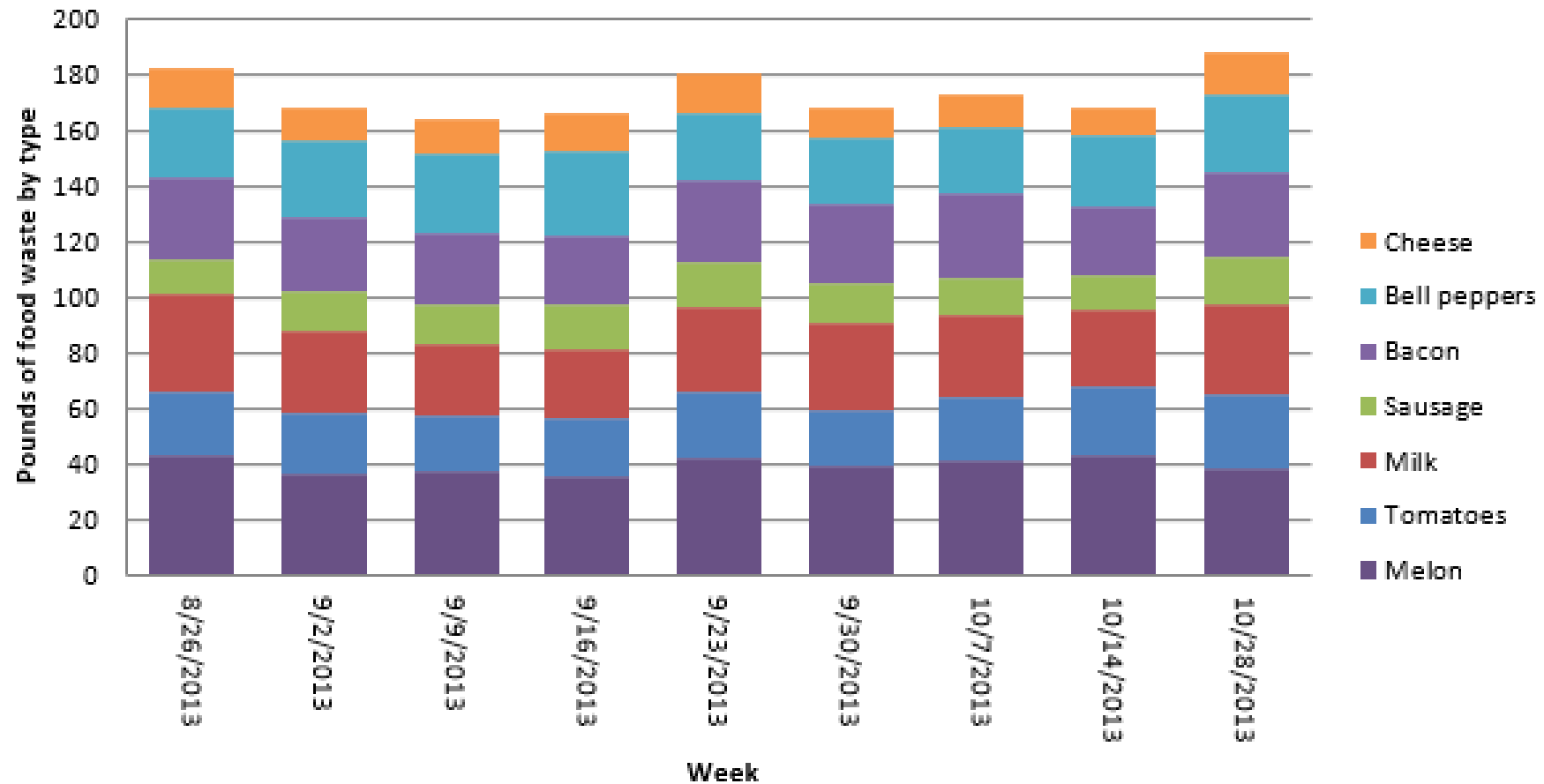
1. U.S. EPA. "Municipal Solid Waste Generation, Recycling, and Disposal in the United States: Tables and Figures for 2010." Dec 2012.

Go here to download your tool:

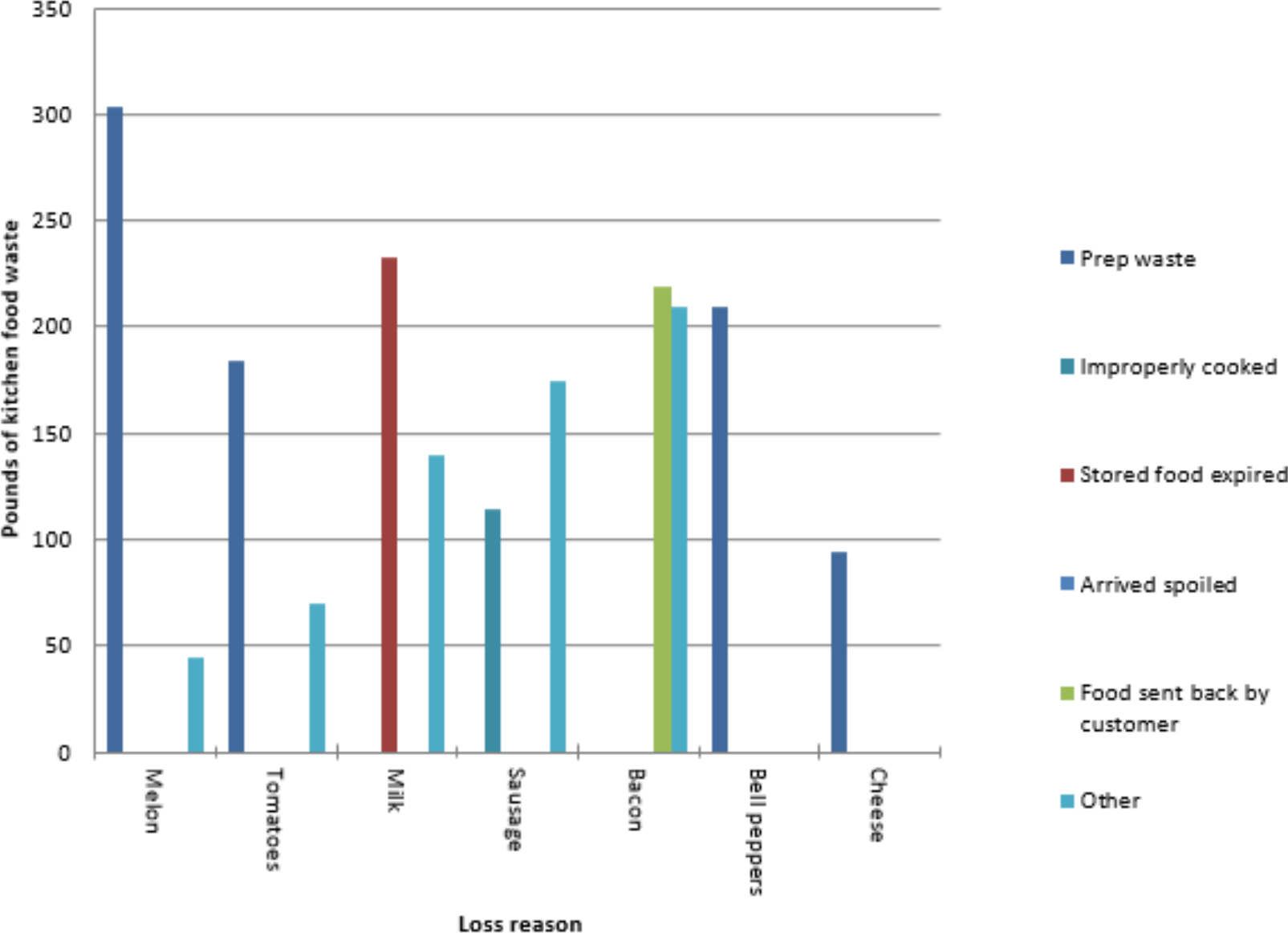
<http://go.usa.gov/GXVm>

- *Be sure to "enable macros!"*
- *Save the file often!*

Kitchen Food Waste



Kitchen Food Waste by Loss Reason



Questions?

*... Now go forth and
establish a baseline!*

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