



Bin Systems Assessment (BSA)

What is a Bin Systems Assessment (BSA)? A Bin Systems Assessment is a quick and comprehensive way to get advice, recommendations and new ideas for improving waste management systems, and reducing waste to landfill. A guided walk-through of your site will allow WOW staff to observe existing systems, and work with you to suggest changes that could make more effective systems. WOW staff can also provide advice for starting new collection systems or managing waste streams.

Can we have a Bin Systems Assessment (BSA)? To be eligible for a Bin Systems Assessment, a staff member from the site has to have attended a Wipe Out Waste workshop (check the WOW website – www.wow.sa.gov.au for upcoming dates). Attendance at a workshop entitles the site to a free Bin Systems Assessment. Assessments are currently only available on **Wednesdays or Thursdays** to sites in the greater Adelaide metropolitan area (other options are available for regional sites).

The Bin Systems Assessment (BSA) process-

Before a BSA: Prior to the assessment date, the WOW team will send a 'What we have now' sheet to be filled in and returned to WOW a week before your assessment. A copy of the site plan is also required to assist during the walkthrough.

During a BSA: During the site assessment, a WOW staff member will walk around the school accompanied by a staff member from the site. The aim of this is to visually look at the existing systems, and identify areas of improvement. Collectively, a list of suggested actions will be created to improve existing waste management systems.

It is also beneficial to have the following people available to speak to, particularly if there are specific areas the site aims to address:

- Bursar/business manager
- Principal
- Grounds/ Facilities staff
- Cleaning staff

An action plan with suggestions will be typed up and left with the site on the day. Please ensure there is access to an on-site computer until 4:15pm in order to complete this on the day.

After: After the assessment, your site will send WOW staff the action plan and priorities agreed on that the site will action in the next 12 months. The action plan will be sent by WOW staff to the council waste education officer and the local NRM Education officer who can support the site in undertaking actions.

How do I book a Bin Systems Assessment? Bin Systems Assessments can be booked for **Wednesdays or Thursdays**. Assessments take place after lunchtime (towards the end of the school day) as it is best to see the effectiveness of bin systems after they have been used for the day. This also gives the opportunity to look in classrooms after school to cause the least disruption. Contact Jo jo@kesab.asn.au, or call KESAB on 8234 7255, to book an assessment date. After your assessment has been booked, the 'What we have now' sheet will be emailed to you.