

# How to use the Bin Systems Assessment



## Area / Room Assessment

- **Location:** Which area/room in the school are you assessing?
- **Collection bin/container:** Describe containers in terms of size and style (eg wheelie bin, rectangular bin with flip-top lid, crate, tub, etc)
- **Number of bins/containers:** Add up the number of bins/containers in your area (for the specific collection type)
- **Usage:** Are containers used/ does it look like it is used?
- **Contamination:** This refers to whether there are things in collections that shouldn't be there (eg food wrappers in the 10c or compost collections).
- **Signage:** Is there signage showing what belongs in the bin/container? Does the sign have words/ pictures, or both?
- **Who empties:** Who in the school empties this bin/container? (eg cleaners, staff, students, groundsperson)
- **Frequency of emptying:** How often is this bin/container emptied? (eg daily, weekly) Which days are they emptied in to larger containers?
- **Emptied to where:** When this bin is emptied, where does it go? (eg into a skip, wheelie bin, compost bin)
- **Collection/removal:** Who collects the larger bins/skips (eg does a contractor collect it, do staff members take materials away - 10c collection to recycling depot, food scraps home to chooks)? When are they collected (frequency and days)? Who on site is responsible for managing contracts and monitoring frequency of collection required?



## Bin Systems Assessment: Area / Room Assessment (SAMPLE)

LOCATION: Basketball Courts							
SYSTEM	LANDFILL	PAPER/CARD	MIXED RECYCLING	10c COLLECTION	COMPOST/ ORGANICS	FLUOROs E-WASTE BATTERIES	OTHER (SPECIFY) _____
COLLECTION BIN/ CONTAINER	Red-lid wheelie bin, 240L – closed lid			Pink wheelie bin, small			
NUMBER OF BINS/ CONTAINERS	4			1			
USAGE	Y			Y			
CONTAMINATION	Y - 10c containers			Y - chip packets, lunch bags, food			
SIGNAGE	N			Y - '10c items'			
WHO EMPTIES	Groundsperson			SRC			
FREQUENCY & DAYS OF EMPTYING	Daily			When full			
EMPTIED TO WHERE	Into large landfill skip			Sorting shed			
COLLECTION/ REMOVAL	Contractor			Taken to recycling depot by .....			

## Bin Systems Assessment: Area / Room Assessment

If there are 2 or more collections in the area, are they placed next to one another? If not, specify where they are located in your area:

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LOCATION/AREA:							
SYSTEM	LANDFILL	PAPER/CARD	MIXED RECYCLING	10c COLLECTION	COMPOST/ ORGANICS	FLUOROs E-WASTE BATTERIES	OTHER (SPECIFY) _____
COLLECTION BIN/ CONTAINER							
NUMBER OF BINS/ CONTAINERS							
USAGE							
CONTAMINATION							
SIGNAGE							
WHO EMPTIES							
FREQUENCY & DAYS OF EMPTYING							
EMPTIED TO WHERE							
COLLECTION/ REMOVAL							

## Bin Systems Assessment: Whole Site Assessment

LOCATION/AREA	LANDFILL	PAPER/CARD	MIXED RECYCLING	10c COLLECTION	COMPOST/ ORGANICS	FLUOROs E-WASTE BATTERIES	OTHER (SPECIFY) _____

