

Food and Drink Waste Culprits

If serving food and drink: Identify the waste culprits

- Single use coffee carafe
- Coffee cups
- Stir sticks
- Single serve sugar and creamer packets
- Paper napkins
- Paper plates
- Disposable cutlery
- Plastic water cups
- Food packaging



Zero Waste Meeting Tip Sheet

Step 1: Reduce the need for individual printed copies

Use a projector to display the meeting agenda, topic of discussion or presentation. Meeting attendees can take notes in notebooks or electronically using laptops or tablets.

Step 2: Let your coworkers know that the meeting will be zero waste

Send out a message before the meeting or include in the meeting notice that the meeting will be zero waste. Encourage coworkers to bring their own notebook, laptop, water bottle or coffee cup.



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Step 3: Swap out the single use items for their reusable alternatives

- Reusable coffee carafe
- Ceramic mugs or “bring your own mug”
- Spoons
- Sugar dispenser and creamer jug
- Cloth napkins
- Reusable plates
- Stainless steel cutlery
- Water glasses or “bring your own water bottle”

Step 4: When providing food and snacks, choose zero or low waste packaging

Whole fruits are good alternatives to fruit platters for package free recycling. Food wrapped in compostable packaging is the next best option.

Make your meetings Green!

Step 5: Ensure a compost bin is available for food waste disposal

Ensure the compost bin is more convenient to access than the waste bin to encourage food waste to be placed in the correct diversion stream.