

EMPATHY PHASE

WASTE WALK – Observation Sheet



Purpose: To identify where waste is generated, how it is managed, & opportunities to reduce, reuse, or repurpose materials within the business..

Business Name: _____

Date: _____

Location/Department: _____

Observer(s): _____

1. Observation Area

Identify the area or process being observed (e.g., kitchen prep, storage, packaging, service area, disposal).

2. Type of Waste Observed

- Food (e.g., preparation waste, leftovers, expired items)
- Packaging (plastic, cardboard, containers)
- Energy (unnecessary lighting, equipment left on)
- Water (leaks, excessive use)
- Other: _____

3. Source or Cause of Waste

Describe what is leading to waste in this area (e.g., overproduction, poor storage, inefficient processes, staff habits).



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WASTE WALK – Observation Sheet (Continued)



4. Estimated Quantity or Frequency

Estimate how much waste is produced & how often (daily/weekly/seasonal).

5. Current Waste Management Practice

How is this waste currently handled? (e.g., composted, recycled, sent to landfill, collected by external provider).

6. Possible Improvements or Solutions

List ideas to reduce, repurpose, or prevent this waste stream.

7. Opportunities for Circular Innovation

Can this waste be transformed into a new product, shared resource, or educational example?

8. Responsibility & Next Steps

Who should be involved in addressing this issue & what actions are recommended?



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