

PROJECT DOCUMENTATION

Overview

<i>Project</i>	Plastic-Free Program (option2)
<i>Team name</i>	Mention the list of the names team
<i>Background</i>	Plastic Free program for the Green Bite restaurant.
<i>Objectives</i>	<ul style="list-style-type: none"> • List the project's objectives here • Make sure they are specific and measurable • Add as many entries as needed

ACTIONS

<i>A.1 Selection containers suppliers</i>	<p>Identify and evaluate suppliers who can provide reusable containers.</p> <p>Create a list of potential suppliers, comparing prices, quality, and sustainability practices.</p>
<i>A2. Plan container distribution</i>	<p>Determine how to distribute reusable containers to customers (e.g., low-cost or free with purchase). Develop a rollout plan for when and how containers will be introduced.</p>
<i>A3. Create informational signage</i>	<p>Design signage that highlights the benefits of using reusable containers. Position signs prominently in the restaurant, especially at the point of sale and in the takeout area.</p>
<i>A4. Track plastic usage</i>	<p>Use a simple tracking method to record data consistently (Monitor the amount of single-use plastic waste generated before and after launching the program, Keep a record of how many customers opt to use the reusable containers)</p>
<i>A5. Assess outcomes</i>	<p>Review the collected data to determine if the goal of reducing single-use plastics by 50% was met. Prepare a summary report detailing the successes and areas for improvement in the program (Evaluation customer participation: Develop a tally system to count usage over time and analyze trends.)</p>

Conclusion

<i>Project Outcomes</i>	Describe the impact of the project here. You can use graphs or charts to illustrate quantitative results.
<i>Recommendations</i>	Take note of any learning points or final steps for the team.
<i>Resources</i>	<ul style="list-style-type: none">• Link any essential documents or files here.• Alternatively, leave contact details for the reader to follow up with if needed.