



ZERO WASTE ***EVENTS***

How to run a zero waste event at Cal Poly



ZERO WASTE EVENTS

BEFORE THE EVENT

BEST PRACTICES

1. Request a zero waste food service option from Campus Catering and off campus caterers.
2. Refuse individually packaged products (chips, candy bars, sugar, butter, condiments) with your food order.
3. Refuse box lunches, they are inherently wasteful and use excess packaging. Order your sandwiches, chips and other items buffet-style on reusable serving trays, allowing attendees to choose only the items they wish to eat.
4. Order zero waste bins from Facilities Management and Development by calling 805-756-5555.
5. Educate yourself on what can go in compost, recycling, and trash bins.
6. Ask for appropriate signage for each of your compost, recycling, and waste bins.
7. Decide in advance what you will do with leftover event food, and be prepared.
8. If you have zero waste questions, email cpzerowaste@calpoly.edu!

1A. CATERING

FOOD PRODUCTS



Determine all food and serving products you will need, such as food, drinks, cups, plates, bowls, utensils, tablecloths, and centerpieces. Make sure all are recyclable, compostable, or reusable. It's best if all plastic products are compostable (especially beer & wine cups). For plastics, only plastic narrow-necked bottles are recyclable.

COMPOST AND RECYCLING



Tell the caterer that you do not want any single-serve packets, (i.e. sugar, ketchup, small creamers, potato chips in individual bags, butter in foil), or non-compostable materials (i.e. plastic coffee stirrers, ice cream wrappers, sandwiches wrapped in plastic or in plastic lunch bags, etc.) that can contaminate the compost & recycling.

BPI CERTIFIED



Request BPI certified compostable materials from your caterer. All items ordered must be listed on the Cedar Grove Compost website to be accepted by our local compost facility.

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1B. SETUP

BINS



Order compost, recycling and trash bins delivered by completing a Facilities Supply Request Form for Zero Waste Stations. Have a small number of stations (four stations for 200 people) and increase the number of compost bins for larger events.

SIGNAGE



Download tailored recycling/compost signs from link here

VOLUNTEERS



Be sure to recruit volunteers that can monitor bins and bring compost and recycling to the appropriate area at the end of the event

WHAT GOES IN THE BINS?

COMPOST



CAL POLY

ZERO WASTE
IT'S IN YOUR HANDS

RECYCLE



CAL POLY

ZERO WASTE
IT'S IN YOUR HANDS

LANDFILL



CAL POLY

ZERO WASTE
IT'S IN YOUR HANDS

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AT THE EVENT

BEST PRACTICES

1. Put out signage. Taping actual objects to the bins is VERY helpful.
2. Check for any non-compostable materials brought by the caterer, as they often make mistakes.
3. Most importantly, staff the waste stations to ensure that compost is not contaminated.
4. Train custodians, servers, bartenders, and volunteers (download an instructional guide for staff).
5. Make a brief announcement about event composting (remind attendees that contamination is harmful to those who use our compost and remind them what can be composted).

WHAT DOES A
**ZERO
WASTE**
EVENT LOOK LIKE
AT CAL POLY?



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RESOURCES

COMPOSTABLE PRODUCT SOURCES

Make sure that the compostable items are listed on the Cedar Grove Website. All compostables must be labeled with the “Compostable” logo. “Biodegradable”, “Nature-based”, “Plant-based” and other pseudo natural designations do not mean a product is compostable. Some commonly available items, like Chinette paper plates and waxed dixie cups, are compostable. However, many paper-based party plates, cups and bowls are coated with plastic or PFA's, toxic substances that persists in compost and enter our food supply.

Campus Catering: Compostable products are available from Campus Catering.

- **Other Caterers:** Other local caterers offer compostable products. Check the Cal Poly approved caterers list:
<https://afd.calpoly.edu/cprm/procurement/caterers>
- **San Luis Paper:** San Luis Paper sells compostable products.
- **Compostable Bags:** Order the Zero Waste stations on the Event Request Form from Facilities Management.
- **Additional Sources:** contact cpzerowaste@calpoly.edu for the Zero Waste Catering supply List.

ZERO WASTE EVENTS

COMPOSTING PROCESS

Where does the compost go?

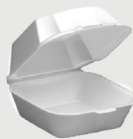
Compost from events goes to the Engel & Grey compost facility in Santa Maria. Unlike a backyard compost system, they are able to break down meat and compostable plastics.

What makes the containers compostable?

Products labeled "compostable" (including plates, cups, & utensils) are derived from plants and will break down in the proper environment. Uncoated paper products and wax-coated cups are also compostable.

CAN BE COMPOSTED

- ALL food waste
- Compostable plates, bowls, cups, and utensils
- Wooden coffee stirrers
- Tea bags and coffee grinds



CAN'T BE COMPOSTED

- plastic or styrofoam
- metal
- tea bag wrappers (plastic lined)
- coffee cups (unless labeled compostable)
- condiments