WASTE REDUCTION PLAN
PRIORITY AND GOAL WORKSHEET

Use this worksheet to assess your company's waste reduction goals and priorities. Complete this form to the best of your ability.

GOAL	VERY IMPORTANT	SOMEWHAT IMPORTANT	NOT IMPORTANT	OVERALL PRIORITY
Improve environmental quality				
Reduce, reuse and recycle as much material as possible				
Increase operational efficiency				
Generate revenue by selling recyclables				
Promote employee awareness of waste reduction issues				
Minimize time employees spend on waste reduction efforts				
Avoid hauling of recyclable materials				
Avoid involvement of custodial staff				
Obtain positive publicity for company				
Destroy confidential company documents				
Conserve limited storage space				
Keep recycling bins out of sight				
Avoid program expenses (short-term)				
Avoid program expenses (long-term)				
Other:				
Other:				
Other:				
Other:				
Other:				