

<b>Title</b>	<b>Plan and facilitate an event recycling programme based on zero waste principles</b>		
<b>Level</b>	<b>5</b>	<b>Credits</b>	<b>15</b>

<b>Purpose</b>	People credited with this unit standard are able to: plan for and promote a recycling programme based on zero waste principles for a public event; and facilitate waste minimisation at a public event.
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<b>Classification</b>	Zero Waste > Zero Waste Theory and Practice
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<b>Available grade</b>	Achieved
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### Guidance Information

- References relevant to this unit standard include but are not limited to:  
Dennis, Julie and McIntyre, Tegan, *Waste minimisation for special events: a guide to organising minimum waste events* (Hamilton NZ: Printhouse, 2002);  
*Guidelines for working towards zero waste events* at <https://www.aucklandcouncil.govt.nz/>;  
*The New Zealand Waste Strategy: Reducing Harm, Improving Efficiency* 2010  
Ministry for the Environment, available at <http://www.mfe.govt.nz/>;  
information provided on government, local authority, academic institution, and industry organisations websites such as:  
Ministry for the Environment, at <http://www.mfe.govt.nz/>;  
New Zealand Recycling Symbols, at <http://www.branz.co.nz/>;  
Waste Management Institute of New Zealand (WasteMINZ) at <http://www.wasteminz.org.nz/>;  
Zero Waste New Zealand, at <http://www.zerowaste.co.nz/>.
- Assessment against this unit standard can occur in the context of any event, from a community group occasion to a major international festival, sufficient to enable assessment opportunity for all Outcomes and to provide opportunity to produce evidence as specified by all the performance criteria.
- Definitions  
*Bin* refers to any container for the deposit of specified recoverable materials and residual waste such as drums, bags, skips, and boxes.  
*Service contractors* include companies and/or volunteers offering cleaning services, bins, waste collection, and material recovery and separation.

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## Outcomes and performance criteria

### Outcome 1

Plan for and promote a recycling programme based on zero waste principles for a public event.

### Performance criteria

- 1.1 The plan identifies requirements for the collection and removal of recyclable materials, biodegradable matter, and general waste in accordance with the guidelines.
- 1.2 The plan identifies all stakeholders and indicates their specific requirements for recycling.
- Range site owner, event owner, sponsors, vendors, service contractors.
- 1.3 The plan identifies strategies that promote zero waste in relation to the event.
- Range strategies include but are not limited to – on-site promotions, off-site promotions, waste minimisation at food and beverage outlets; on-site promotion may include but is not limited to – signage, banners, food outlet location, bin location; off-site promotions may include but are not limited to – media release, advertising, website, (printed) event programme, volunteers; evidence is required of three strategies.
- 1.4 Preparation ensures that contracts for the event specify waste minimisation, recycling, monitoring, and recording requirements.
- Range contracts with – vendors, service contractors; includes but is not limited to – type of collection bin, quantity of bins, bin locations; monitoring and recording includes – measurement by volume and/or weight of recyclables collected and rubbish collected.
- 1.5 The waste management plan identifies health and safety hazards and plans for their control in accordance with legislation.
- Range includes but is not limited to – personal protective equipment, service vehicle access before, during, and after the event.
- 1.6 The capabilities of prospective service contractors are matched to specified waste minimisation principles and environmental outcomes.
- Range includes but is not limited to assessment of the amount of material able to be diverted from landfill – collected as liquid waste, recovered, composted.

- 1.7 The waste management plan and policy is communicated to vendors and contractors in a format and time that enables contractors to comply with waste minimisation requirements.

Range may include but is not limited to – acceptable products and packaging, unacceptable products and packaging, bin locations, requirement on the event organiser to produce a waste policy and for vendors to sign it.

## Outcome 2

Facilitate waste minimisation at a public event.

### Performance criteria

- 2.1 Facilitation ensures that contractors and vendors establish systems for waste minimisation prior to the opening of the event in accordance with specifications in contracts.

Range includes but is not limited to – control of hazards.

- 2.2 Facilitation ensures that requirements for waste minimisation are met in accordance with event owner's requirements, and are consistent with zero waste principles as detailed in the guidelines.

Range includes but is not limited to – signage, separation of waste types, access, removal of waste types.

- 2.3 Facilitation ensures that service people understand agreed waste minimisation procedures, and assist vendors and the public to minimise waste during the event.

- 2.4 Waste minimisation is monitored during the event and results are recorded for reporting to the event owner and/or zero waste industry.

- 2.5 After the event, checks are made to assess vendor and service contractor compliance, and this is reported to the vendor and/or service contractor and/or event owner and/or zero waste industry in accordance with contract specifications.

Range includes but is not limited to checks of – site, delivery of collected materials.

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**This unit standard is expiring. Assessment against the standard must take place by the last date for assessment set out below.**

**Status information and last date for assessment for superseded versions**

Process	Version	Date	Last Date for Assessment
Registration	1	26 January 2007	31 December 2025
Rollover and Revision	2	28 March 2019	31 December 2025
Review	3	27 February 2025	31 December 2025

**Consent and Moderation Requirements (CMR) reference**

0014

This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.