

Weekly Waste Audit Sheet

Log it before it's gone — patterns you can't see, you can't fix.

HOW TO USE THIS SHEET

- Log every item that goes in the bin, compost, or feed stream during the week — the moment it happens, not from memory at close.
- Use the cause code (OP / SP / TR / PL / OT) so patterns are searchable, not just a pile of numbers.
- At the end of the week, fill in the Top 5 Waste Items table below — this is where the real savings usually surface.
- Example: if the log shows kale wasted every Tuesday, the order size — not the cook — is very likely the problem.

Outlet / Location:	Week of:	Completed by:
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Daily Waste Log

Date	Shift	Station	Item	Qty Wasted	Cause*	Est. Cost (€)	Notes
Monday							
Tuesday							
Wednesday							
Thursday							
Friday							

Date	Shift	Station	Item	Qty Wasted	Cause*	Est. Cost (€)	Notes
Saturday							
Sunday							

Cause Codes

OP	SP	TR	PL	OT
Over-prepped	Spoiled in storage	Trim / prep loss	Plate waste (returned)	Other

Weekly Summary — Top 5 Waste Items

Rank the five items with the highest total waste (by cost or quantity) this week, and commit to one corrective action for each.

Rank	Item	Total Qty Wasted	Est. Total Cost (€)	Likely Cause	Corrective Action
1					
2					
3					
4					
5					

Total estimated waste cost this week (€):	Reviewed by:
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