



PLAN

ACTION PLAN TEMPLATE – Fourth P (Chapter 15 of the book)

Use the template below to capture actions that will result in plastic reductions in your organization. Be sure that each action is assigned to a task owner responsible for making it happen and that a target completion date is set.

- Start by identifying the areas in your role/the organization that generate the most plastic waste. Then brainstorm alternatives, prioritizing REFUSE, REDUCE, REUSE and closed-loop RECYCLE/ROT wherever possible – see Chapter 4.
- Remember to identify some QUICK WINS to tackle first to give the project early momentum and create a positive feedback loop.
- Don't be afraid to include ideas gained from other Plastic Game Changers – there's no need to reinvent the wheel.
- Ensure colleagues feel empowered to make plastic reductions in their roles. You can make it fun and add a competitive element by rewarding the most creative solutions or the most impactful ideas!
- Remember to meet regularly (weekly or monthly) to update each other on progress and keep moving forward with the project.

PLASTIC ITEM TO TARGET / ALTERNATIVES TO EXPLORE	TASK OWNER / DEPARTMENT	OTHER STAKEHOLDERS	PROJECTED COSTS / SAVINGS	EXPECTED PLASTIC REDUCTIONS (VOLUME / WEIGHT)	TARGET COMPLETION DATE	COMMENTS/STATUS

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