

Best Waste Management Practices



In order to adopt the best waste management practices during your event, it is important to communicate your expectations to your partners ahead of time and to assist them in planning their activities

→ The key concepts of waste **REDUCTION** are:

RETHINK



Think about your practices

REDUCE



Avoid wasting

REUSE



Reuse an item as many times as possible

RECYCLE



Can it be recycled?

Throw it out or reuse it: make the right choice!

Type of materials	Construction waste	Take these items with you or reuse them
Posters: foam core boards	X	
Carpets (rolls or tiles)	X	X
Floating floor	X	X
Plants		X
Bricks, paving stone	X	X
Furniture or equipment in good condition		X
Furniture or equipment in bad condition	X	X
Banners (e.g., in vinyl)	X	X
Excess brochures		X

Recycling or ultimate waste?

Type of materials	Recycling	Ultimate waste
Plastic films	X	
Plastic containers (#1,2,3,4,5,6)	X	
Cardboard, paper	X	
Plastic bags	X	
Posters: Corrugated plastic (Coroplast) and corrugated cardboard	X	
Wood, pallets	X	
Styrofoam	X	
Metal, aluminium	X	
Helium balloons*		X
Électroniques	X	

* Think about it before using this item that is difficult to recycle and harmful to the environment.

DONATE EQUIPMENT

Before thinking about making a donation, focus on not generating excess items, or take these items with you and reuse them.

If not, certain items could be donated to an organization when the event is over.

We can give you a list of organizations that may want to use your leftover items. Don't hesitate to speak to your Event Manager.

Whenever possible, the organizer must, while planning the event, provide a list of items that they plan to donate after the event. This person is responsible for identifying these items, and a donation form, to be completed with the Palais, must be filled out before, during or after the event.

These items can be donated to an organization:

- Bags, lanyards and gifts for guest speakers
- Decorations and accessories
- Clothes (sweaters, scarves, etc.)
- Construction timber
- Furniture (chairs, tables, etc.)
- Stationery



Palais
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