**PLASTIC BOTTLE DECISION TREE**

**START HERE**

Is safe tap water available?

**YES**

Eliminate bottled water

**NO**

Is the water quality suitable for a water filtration system?

**YES**

Install water filtration systems and bottle on site in reusable bottles for sale or for self refill

**NO**

Do suppliers of returnable & reusable bottles exist?

**YES**

Large plastic bottles (for return to supplier & refill)

**NO**

Glass bottles (for return to supplier & refill)

Does the country have a good recycling system?

**YES**

Consider switching to different materials, based on life cycle comparison (sourcing of materials, production methods, waste management infrastructure available, etc.). Consider for instance plastic with high recycled content or aluminium.

**NO**

Lobby for changes in water quality, engage with supply chain to encourage implementation of any of the above and lobby for improved waste management. Catch waste to prevent it from leaking into the environment.

**Benefits**

Reduced: waste & costs, transport & emissions, storage & refrigeration.

Lost revenue.

**Disadvantages**

Initial investment, structural & procedure change, customer trust, water wasted by osmosis processes.

Reduced: waste & likelihood of litter, long-term cost savings, transport & emissions, storage & refrigeration, maintain revenue stream.

Lost revenue if customers refill for free, transport & emissions, storage, heavy to handle, hygiene procedures for guests refilling own bottles.

Enhanced circularity, premium image, reduced waste & likelihood of litter.

Increased emissions as heavier to transport, increased cost, unsuitable for use at pool and beach, heavy to handle.

Continuously re-assess your situation in line with changes e.g. availability of alternatives, legislation and changes to local infrastructure.
Can single-use amenities or those that are unnecessary or problematic be removed without compromising existing brand standards and customer satisfaction?

**AMENITY DECISION TREE**

1. **Revisit brand standards, and procurement protocols. Identify and remove any amenities that add little value to guest experiences.**
   - YES: Does the business agree to remove all problematic single-use amenities?
     - YES: Remove all unnecessary and/or problematic single-use amenities.
     - NO: Switch to refillable or reusable amenities where relevant.
   - NO: Engage guests via feedback surveys and proactive communication to explain why the business wishes to reduce or eliminate amenities. Ask which amenities customers would find acceptable to remove completely or to make available on request.
     - YES: Does does the majority of guests accept elimination or reduction of amenities or provision of amenities on request?
       - YES: Switch to refillable or reusable amenities where relevant.
       - NO: Ensure good collection and segregation of recyclable or reusable materials. Give priority to purchasing amenities with high percentage of recycled content.
2. **Does the business consider refillable and/or reusable amenities where suppliers of such products exist?**
   - YES: Offer full size or reusable amenities for sale.
   - NO: Offer amenities only on request and regularly review the situation.
3. **Is there a good reuse or recycling infrastructure to dispose of amenities consumed or refill packaging?**
   - YES: Organisations can take partially used soaps to repurpose them for use in under privileged destinations e.g. Clean the World and Eco Soap Bank.
   - NO: Discuss with your Tourism Association, DMO or Local Authority on the need for recycling infrastructure.
4. **Can you donate partially used amenities to charitable organisations?**
   - YES: Implement disposal measures to avoid waste becoming litter and polluting natural environments e.g. through better collection and segregation.
   - NO: Switch to amenities made from or packaged in non-plastic materials based on life cycle comparison, including waste management infrastructure available.

**Continuous re-assess your situation in line with changes e.g. availability of alternatives, legislation and changes to local infrastructure.**
Can any single-use packaging be replaced with new procedures (e.g. fruits, vegetables delivered in returnable crates, frozen items delivered in returnable cool boxes, laundry delivered in reusable garment covers)?

Eliminate packaging where possible and replace with new procedures.

Train staff on new procedures, ensure health and hygiene standards are met if choosing reusable alternatives and create guest communications to make sure changes are accepted and fully understood.

Prioritise suppliers that:
1. Deliver products or services in reusable or returnable packaging.
2. Commit to design alternatives packaging that does not create unintended trade-offs.
3. Provide clear and reliable information on the characteristics of the packaging being used (e.g. recyclability, percentage of recycled material, etc.).

Assist guests and staff in accepting new packaging by explaining why packaging has changed and the associated positive impacts.

Can you engage with suppliers to remove or minimise packaging from within the supply chain?

Do public or private sector services exist to collect problematic packaging (e.g. snack wrappings, plastic film)?

Provide effective means for staff to collect and prepare segregated waste collection.

Are there any livelihood projects that would benefit from problematic used packaging (e.g. crafts people or organisations that create eco-bricks and paving tiles)?

Provide customers and staff with clear instructions to dispose of packaging responsibly to avoid waste becoming litter and polluting natural environments.

Continuous re-assess your situation in line with changes e.g. availability of alternatives, legislation and changes to local infrastructure.
START HERE

Are single-use plastic bags or liners used anywhere within your business (e.g. waste collection, guest laundry, glass covers, take-away bags, retail bags)?

YES NO

Can any bags or liners be eliminated completely and replaced with new procedures (e.g. laundry returned in a basket, ceramic tray for glasses in bathrooms)?

YES NO

Eliminate bags and liners where possible and replace with new procedures (e.g. waste bins with a removable inner cylinder that can be washed).

Can you switch to bin liners made from 100% recycled plastic, home compostable material or line bins with leaves or used newspapers?

YES NO

Only provide bin liners where necessary and only change bin liners when soiled (may not always be possible in times of illness outbreak). Ensure criteria for replacing a bag liner are established and clearly communicated to staff.

Do you offer your customers any plastic bags?

YES NO

Provide customers with reusable shopping bags on loan with clear communications on long-term use.

Are suppliers of reusable bags available and/or a feasible option?

YES NO

Priority Option: Encourage customers to bring their own bag or provide non-plastic bags on request and at cost. Secondary Option: Reduce use of virgin plastic by purchasing bags with highest possible percentage content of recycled plastic or bags that are certified as home or commercially compostable and offer only on request.

Prioritise suppliers that:
1. Commit to remove bags and liners from their service (e.g. food delivery, laundry).
2. Commit to deliver products and services in reusable or returnable packaging.
3. Offer non-plastic alternatives, based on life cycle comparison, e.g. with high percentage of recycled content.

Can you engage with suppliers to remove or minimise use of plastic bags and liners from within the supply chain?

YES NO

Ensure that you provide customers and staff with clear instructions to dispose of bags, liners and their contents responsibly to avoid waste becoming litter and polluting natural environments.

Continuously re-assess your situation in line with changes e.g. availability of alternatives, legislation and changes to local infrastructure.
Ensure that customers are fully aware of responsible disposal practices in line with single-use materials and relevant waste disposal infrastructure to avoid waste becoming litter and polluting natural environments.

Yes

No

Do customers consume drinks off site?

Yes

No

Choose non-plastic alternatives based on life cycle comparison (sourcing of materials, production methods, waste management infrastructure available, etc.)

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SUPC are used for health, safety or operational reasons*:

- Whilst we acknowledge that single-use plastic items can prevent injury, they are often used to allay concerns around hygiene. It is important to highlight that single-use plastic items and packaging are not sanitization measures in themselves. See Global Tourism Plastics Initiative (2020) - Recommendations for the tourism sector to continue taking action on plastic pollution during COVID-19 recovery. www.oneplanetnetwork.org/get-involved-call-case-studies

SUPC are used for cost reasons:

- Reduced use of SUPC, reduced costs, quick and easy to implement, discounts are already popular, good communication increases awareness and sustainability reputation.

- Improved reputation, reduced reliance on virgin plastic.

- Reduced waste, improved reputation and perception, reduced costs over time.

- Reduced waste, improved reputation and perception, reduced costs over time.

- Investment in stock, shelf life of alternative materials, changes to operational processes and infrastructures, staff training and possible theft or loss of stock.

SUPC are used to minimise emissions associated with weight (airlines/cruises):

- Reduced use of SUPC, innovation factor, unique value proposition or reputation, opportunity for collaboration with other businesses or authorities.

- Reduced use of SUPC, does not negatively impact emissions and creates good perceptions.

- Disposal infrastructure may not exist, source materials may not be more sustainable so LCA comparison may be needed and cost may increase per unit.

SUPC are used for cost reasons:

- Re-distribute budgets to implement returnable cup scheme (e.g. reusable branded cups covered by marketing department, not by food and beverage).

- Investment in stock, changes to operational processes and infrastructure, staff training and possible theft or loss of stock.

- Investment in stock, shelf life of alternative materials, changes to operational processes and infrastructures, staff training and possible theft or loss of stock.

- Does not reduce single-use waste, risk of ‘greenwashing’ and burden shifting, lack of waste management infrastructure for appropriate disposal.

None of the above are possible at the current time. Are single-use cups disposed of on site by staff or customers?

Yes

No

Implement clear instructions and disposal measures to avoid waste becoming litter and polluting natural environments.

Ensure that customers are fully aware of responsible disposal practices in line with single-use materials and relevant waste disposal infrastructure to avoid waste becoming litter and polluting natural environments.

Continuously re-assess your situation in line with changes e.g. availability of alternatives, legislation and changes to local infrastructure.