



FACT SHEET

RADIO PRODUCTION GUIDE

OUTREACH GUIDE

WASTE

SOUTH AFRICA

INTRODUCTION

What is waste?

As the population globally is growing, the amount of things that people are buying, and therefore the waste that is being produced, is also increasing. The way that we get rid of our waste and also the way that products are made means that a lot of waste end up in landfills (dumping sites) and in our oceans. This is a big problem!

Landfill sites take up a lot of space, and they are filling up faster than we are able to build new ones. They are expensive to build and the land where they are built needs to be restored to a healthy state once the landfill has become full. The land that is used for landfill sites often becomes polluted. The liquid produced by the landfill site (called leachate) can pollute the soil, the groundwater and nearby rivers. The landfill can also pollute the soil where the waste is dumped.

Illegal dumps are especially problematic because of the impact they have on the people who live in the areas where dumping is taking place.

These dumps are dangerous to anyone who comes into contact with them, particularly people who spend time on the dumps collecting waste for money. They can be exposed to poisons, chemical burns and can inhale dangerous gases. Illegal dumps also attract insects and rats, which can often carry diseases. Waste on illegal dumping sites is often burnt in unregulated ways that can cause dangerous fires. Burning waste also causes air pollution.

Most of the products that we throw away take a long time to break down. Sometimes when they break down, the toxic substances that they are made up of can be released into the ground or into the water supply. Food and organic waste that is thrown away breaks down easily, but when it is mixed with other waste, it produces a greenhouse gas (GHG) called methane, which traps heat in the atmosphere, which increases global warming. Things that are made out of plastic in particular can take a long time (hundreds of years!) to decompose.

FOOD FOR THOUGHT

There has been so much waste landing up in the oceans, that there are now things called 'plastic islands'. One example is "The Great Pacific Garbage Patch" which is an area in the Pacific Ocean that is full of plastic. This patch is estimated to be as big as 1.6 million square kms, which is nearly three times the size of Kenya and bigger than the whole of Ethiopia!

Sea animals get tangled in plastic waste, and thinking the plastic is food, they eat it, and often starve and die. By 2050, some people say there will be more plastic in the sea than fish!

For all of these reasons, we need to make sure that we understand what happens to the things

that we throw away, so that we can make sure that they are being disposed of in a way that doesn't damage our health or the environment. When waste is not managed properly it can spread disease. It can also cause flooding and can contaminate our rivers and oceans.

Even though some countries are upgrading their waste management systems, many countries are still behind in terms of basic waste management systems, for example, making sure that there is a system for collecting waste from every person's home and transporting it safely to a regulated landfill site, or providing alternatives for waste management at home that are safe and healthy.

DEFINITIONS

Waste

Waste can be defined as anything that is no longer useful and needs to be thrown away. This waste needs to be disposed of in a safe and environmentally acceptable manner.

Biodegradable

Biodegradable waste is waste that can break down easily into things that can nourish the soil.

Landfill site

Waste has traditionally been sent to landfill sites (rubbish dumps). When it gets there, it is sorted, spread, compacted and covered with sand and builder's rubble. This prevents the waste from blowing around, and attracting unwanted insects and animals. This also prevents things from decomposing in an unhealthy way that can spread disease. After the waste has been buried and tightly packed to lock out all the oxygen, it can lie there for hundreds of years while it very slowly decays. When landfill sites are full, they need to be closed and restored to a useful, environmentally sound condition. Although landfill sites can be managed in a way that minimises pollution, it is a very expensive process. Unfortunately, when landfill sites are not managed properly, they can become places that spread disease and contaminate the environment.

Incineration

Incineration means burning! This is one of the ways of getting rid of waste produced by different industries. This is an effective way of treating waste that can be dangerous, such as waste from hospitals and hazardous waste from factories. This method produces a lot of carbon dioxide, which is bad for the environment and for people's health. There are newer incineration processes that are less toxic for the environment, but they are very expensive.

Leachate

As waste starts to decay on a landfill site, a liquid called leachate is produced. Leachate may contain high concentrations of heavy

metals or other substances that are dangerous for the environment. If it is left untreated, it could poison the soil and groundwater.

Methane gas

Greenhouse gases are harmful gases that get trapped in the earth's atmosphere. Methane is one of the main greenhouse gases. It is produced when organic waste on landfill sites decays without enough oxygen. Methane is a more harmful gas than carbon dioxide (CO₂), as it traps about 20 times more heat, which warms our earth at a faster rate and contributes to climate change. It also remains in our atmosphere for hundreds of years.

Greenhouse Gas (GHG)

Greenhouse gases (carbon dioxide and methane) are dangerous for the climate because they trap the sun's heat inside the earth's atmosphere, contributing to global warming.

Biogas

Biogas is a type of fuel that is naturally produced when organic waste decomposes or breaks down. When organic matter breaks down without oxygen, it releases a blend of gases, mostly methane and carbon dioxide. Biogas contains a high amount of methane (50-75%) and is therefore flammable and can be used for gas - such as gas for cooking.

Renewable versus non-renewable resources

Non-renewable resources are natural resources that are consumed much faster than they can be created again. There is often only a certain amount of these resources available in nature. They took millions of years to form and they will run out one day. Fossil fuel (such as coal and petroleum) and nuclear power (made from uranium) are examples of non-renewable energy. Most energy resources we use currently are non-renewable, while renewable ones (such as wind and solar power) aren't used as much. Wind and solar power are renewable as they will never run out.

Extended producer responsibility

Extended producer responsibility (EPR) is the concept that a manufacturer is responsible for a product, even after it has been sold. It is therefore the responsibility of the person who made the product, to think about what happens to the packaging and the by-products of the production process. EPR initiatives include product take-back programmes (such as being able to return used printer cartridges) and deposit-refund systems (such as getting refunds when returning glass bottles). The purpose of EPR is to hold the manufacturer accountable for the waste that their product is generating.

The zero waste philosophy – lessons from nature

Nature is the inspiration for the zero waste philosophy: in nature, nothing is wasted - everything flows back into the system in a way that nourishes the system. In a healthy natural ecosystem, waste from one cycle becomes food for another. Unfortunately, in society, we create waste that does not add value to our environment, in fact, the waste that we produce, creates problems for people and the environment, damaging ecosystems and communities.

THE STATE OF WASTE IN AFRICA

- Scientists estimate that there are at least 5-trillion pieces of plastic floating in our oceans
- There are more than 40 countries that have either fully or partly banned the use of plastic bags, or have put a tax on plastic bags, so that people pay more when they want to use them.
- In many African countries, waste management and waste collection services are still lacking.
- As much as 90% of the waste generated in some areas is dumped at landfill sites.
- In many cities, only around half of the waste is collected, and in rural areas, only about one quarter is collected.
- Even though many African countries do not produce the bulk of the world's waste, the way that waste is managed is becoming a problem.
- Dumping waste in cities can spread diseases, pollute rivers and cause flooding. Burning of waste causes air pollution which is bad for people's health.
- One of the ways that some countries are trying to address waste issues is by banning plastic bags. Tanzania recently became the latest country to ban plastic bags.
- The African Union has set a goal that "African cities will be recycling at least 50% of the waste they generate by 2023" (Agenda 2063).
- At present, roughly 4% of waste is recycled.

DID YOU KNOW? (GLOBAL)

Every year, the world generates more than **2 billion tonnes** of waste. As the world's population is growing, this could increase to as much as **3.4 billion tonnes** over the next 30 years.

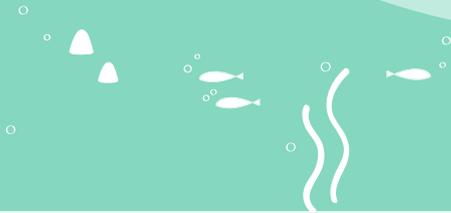
(World Bank, 2016)



Wealthy countries make up only 16% of the world's population, but they generate more than **30% of the world's waste**. In these countries, waste collection services are available for almost everyone.



90% of the rubbish found in the ocean is plastic.



Every year, the world produces more than **300-million tons** of plastics



Scientists estimate that there are at least

5-trillion pieces
of plastic

floating in our oceans.

There are more than **40 countries** that have either fully or partly banned the use of plastic bags, or have put a tax on plastic bags, so that people pay more when they want to use them.



In 2016, the world generated 242 million tonnes of plastic waste

- that could make about 24 trillion plastic bottles.

The water in these bottles



- could fill up 4.8 million Olympic-size swimming pools.



THAT IS A LOT OF PLASTIC!

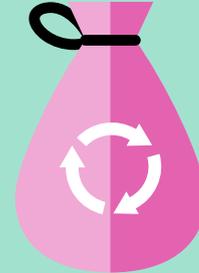
(What a Waste 2.0 : A Global Snapshot of Solid Waste Management to 2050)

DID YOU KNOW? THE STATE OF WASTE (IN SOUTH AFRICA)

The 2001 Polokwane Declaration called on all South Africans to strive for zero waste!



The National Waste Management Strategy had set goals to divert 25% of recyclables from landfill sites for re-use, recycling or recovery - but we are still far off from that goal.



The State of Waste Report showed that of the **42 million tonnes of general waste** that South Africa generated in 2017, it was estimated that only 11% (4.9 million tonnes) was recycled (this figure doesn't include the **38 million tonnes of hazardous waste** - like batteries and other hazardous waste produced in the same period, of which only 7% was recycled).



More than **3/4 of households** in South Africa do not separate their waste (75,8% - according to Stats SA).



Stats Sa

90% of waste in South Africa goes to landfill sites.



Although there are requests for people to sort their waste at home, so that recyclable materials can be separated from non-recyclables, as much as 75% of the plastics that were recycled in 2017 were sourced mostly from landfill sites and other recovery projects, not from people sorting their own waste. This is a problem because **sourcing recyclables at the landfill site is expensive and dangerous for waste pickers.**



DID YOU KNOW? THE STATE OF WASTE (IN SOUTH AFRICA)

In South Africa, **waste collection services** are especially **lacking in poorer areas, particularly in informal settlements**. These communities are the ones who produce the least waste, but because they are not receiving adequate services, they are the ones bearing the burden of the health and environmental risks caused by illegally dumped waste in their immediate living environment.

(Murad & Siwar, 2008)



Roughly **59% of South Africans** have their waste collected by the municipality. That means almost **half of the country is without waste collection services**. Even for those who have their waste collected, **2% have waste collected from a communal container and 34% reported disposing of their waste in a communal dump**.

(2018 South Africa State of Waste Report)

On average, **90 million tonnes of waste** is deposited across more than **800 landfill sites every year** in South Africa.

(Department of Environmental Affairs)

South Africa disposes more than **R800 billion worth of recoverable resources every year**.

(National Pricing Strategy for Waste Management)

Nearly **50%** of the country's **1327 documented waste dumping sites** are **unlicensed**, 58 of which are hazardous landfill sites that also aren't licenced.

(Groundwork)

Cleaning up **illegally dumped waste** is about **7 times more expensive** compared to collecting waste from households.

(City of Cape Town)



LEGISLATION

In South Africa, the Government is responsible to provide waste management services. The Constitution states that everyone has the right to an environment that is not harmful to their health. It also states that everyone has the right to have the environment protected for the benefit of present and future generations. This includes preventing pollution and environmental degradation which is sometimes caused by poor waste management.

The National Waste Management Strategy (Department of Environmental Affairs) requires that all local authorities develop an integrated waste management plan and promote the prevention, minimisation and recycling of waste, according to the waste hierarchy. Unfortunately, there are still gaps in the implementation of these strategies and limited funds to support recycling efforts (<https://www.environment.gov.za/documents/strategicdocuments/wastemanagement>)

Waste management needs to be done in a sustainable way, meaning that even if the waste is being collected from every home, if this waste is not separated, it will still mean that too much waste goes to landfill sites. This is why public awareness campaigns are needed to encourage people to reduce, reuse and recycle waste – and especially, to ensure that people sort their waste at home. Recycling infrastructure needs to improve to motivate people to recycle so that recyclable materials can go to material recovery centres and buy-back facilities, instead of landing up going to landfill sites. It is important for people in South Africa to pressurize the Government for improved infrastructure and services.

TYPES OF WASTE

There are many different kinds of waste that are produced in our homes and our cities.

Solid waste is the rubbish that is thrown away in homes or businesses.

Liquid waste is the dirty water or liquids that we get rid of, including washing water from homes and treatment water from different industries.

Hazardous waste is rubbish that is flammable (can catch alight), is toxic and can be dangerous, such as waste that is discarded from hospitals and industries that use strong chemicals to make their products.

These are the different kinds of waste that are produced in most households:

WET WASTE (THINGS THAT YOU CANNOT REALLY RECYCLE, WILL GO TO YOUR DUSTBIN AND END UP ON A LANDFILL SITE).

- Wet / dirty paper, tissues, paper towels, food wrappers, paper with spills, paper plates and cups
- Wax /plastic-coated packaging, such as milk cartons
- Dirty paper / cardboard
- Stickers, treated paper, photo paper
- Chip packets, cigarette butts and cling wrap

HAZARDOUS WASTE (THINGS THAT YOU SHOULD NOT GO IN YOUR NORMAL BIN)

- Batteries
- Car oil
- Cooking oil
- Compact Fluorescent lightbulbs (energy saving light bulbs)
- Electronic waste (e-waste such as broken appliances, computers or phones)

Some e-waste (like TVs) contains lead, mercury, cadmium, and brominated flame retardants. These are harmful to humans and the environment. It is therefore important that there is a safe system in place to ensure the proper disposal of such waste.

DRY WASTE/MIXED RECYCLABLES (THINGS THAT YOU CAN RECYCLE OR CONVERT INTO PRODUCTS THAT CAN BE USED AGAIN)

- Paper and cardboard
- Tin cans
- Glass bottles and glass jars
- Plastic bottles and containers (plastic is not biodegradable, but some plastics can be recycled).
- Polystyrene
- Tetrapak (juice boxes)

These items can be taken to a place that does recycling, where they can be broken down and turned into raw materials for new products. These items can also be “upcycled”, where the items are repurposed into new, useful products.

ORGANIC WASTE

- Vegetable and fruit peels
- cooked food
- Tea leaves
- Tea bags
- Coffee grinds
- Egg shells
- Stale bread
- Garden waste, such as grass cuttings, leaves and dead flowers

Small quantities of paper, cardboard, sawdust, wood shavings, woodfire ash and seaweed
Organic waste is usually biodegradable (meaning it can be easily broken down by other organisms) and turned into compost that can be used in the garden to feed the soil.

(Source: Adapted from City of Cape Town Guidelines)

THESE ARE SOME OF THE DIFFERENT KINDS OF WASTE THAT ARE PRODUCED IN CITIES BY DIFFERENT INSTITUTIONS AND INDUSTRIES

MEDICAL WASTE (MEDICAL/CLINICAL WASTE IS WASTE PRODUCED FROM HEALTH CARE FACILITIES, SUCH AS HOSPITALS, CLINICS, SURGERIES, VETERINARY CLINICS AND LABS)

The waste produced by these places is considered hazardous waste.

- Used equipment from surgeries
- Medicine
- Blood
- Wound dressing materials, needles and syringes

Medical waste is usually incinerated / burned.

Industrial waste

Every product that is made in a factory, creates waste in the production process. This waste needs to be disposed of carefully, depending on the industry and what waste is produced.

AGRICULTURAL WASTE (THIS IS WASTE GENERATED BY FARMING ACTIVITIES)

This waste is produced by farmers who grow food and who breed cattle, as well as large gardens or seedling nurseries.

- Empty pesticide containers
- Wrappings
- Out of date medicines
- Used tires
- Leftover milk
- Unused organic materials, cocoa pods and corn husks.

The organic waste is biodegradable and should be composted. The hazardous waste needs to be taken care of carefully, depending on what it is (medicine and pesticides). Tyres can be recycled.

Construction waste (waste created when building new buildings, homes or roads)

When old buildings and structures are pulled down (demolished) to make space for new ones, this creates a lot of waste. This is particularly common in cities that are developing and growing. This waste is called demolition waste.

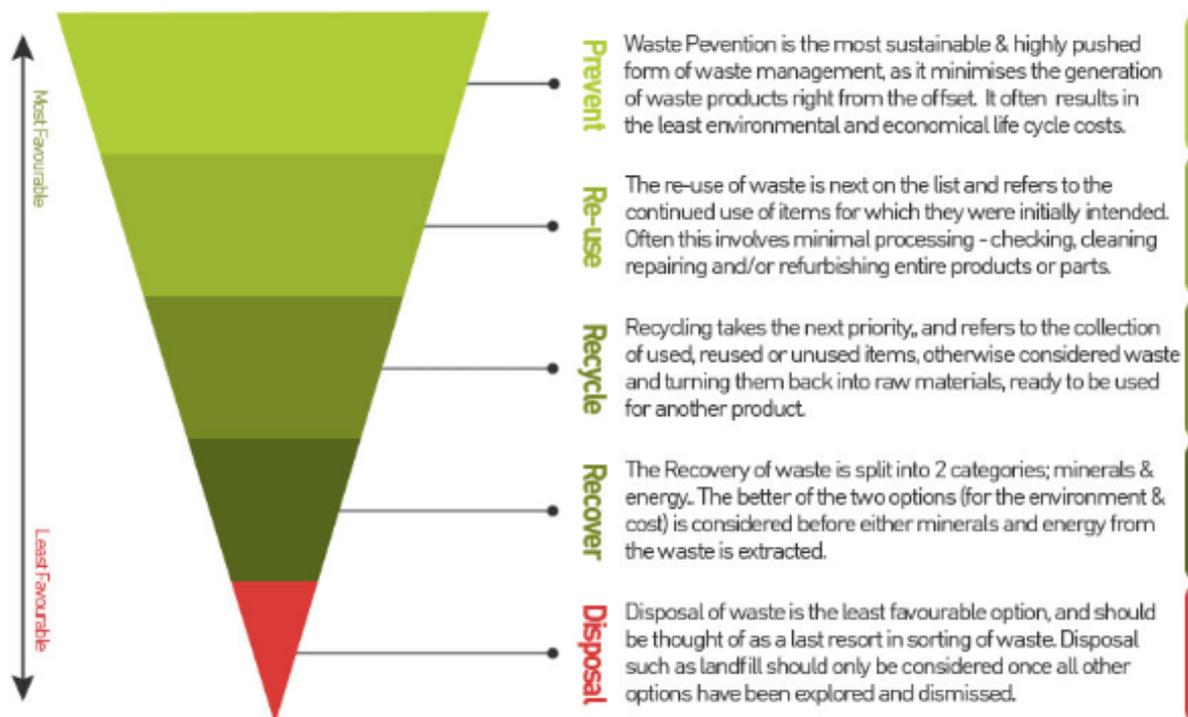
Waste items include rubble, concrete, wood, sand, packaging, boxes and plastics from the building materials needed.

UNPACKING WASTE-MANAGEMENT

Everyone should be able to live in an environment that is not harmful to their health and well-being. It is the government's responsibility to make and implement laws that protect people and the environment. Municipalities and districts should function within the laws of the country. These laws should inform how waste should be managed in different areas. Each area will have different programmes and by-laws in place in relation to waste management, depending on the priorities of their area and the budget that they have available. Municipalities usually are the ones who control and manage the waste that is generated within its boundaries. How they do this has a significant impact on the quality of life of the people who live in that area. For example, the municipality should collect waste from every person's household. Unfortunately, sometimes these services are not in place and when this is the case, private companies and local projects, also step in to take care of how waste is managed.

When waste is produced, it has to go somewhere. Almost always, it returns to the natural environment - to the land, the oceans or the atmosphere. If it is not properly managed it causes pollution. When regulations are not in place, or the regulations exist but they are not being implemented, people have no choice but to manage waste themselves, as they see fit.

For example, if no one is collecting waste, people might dump waste in the street, or into drains. They may also burn the waste on vacant land, as a way of getting rid of waste that is piling up. Piles of unsorted waste decompose in ways that can spread disease and pollute the water system. Burning waste also causes air pollution. If waste is not managed well it can have negative consequences for people's health and the environment. It is cheaper for governments to put systems in place to manage waste now, in a sustainable way, than it is for them to try to clean it up in the future.



This is why we need a zero waste philosophy that focuses on avoiding creating waste in the first place! The zero waste philosophy calls for a new way of designing products as well as innovative ways of producing products, so that no waste is created in the production process either. For this to work, all the materials used in making and packaging a product should be able to be reused or recycled, either as they are, or for another production process. If this was happening, nothing would become waste.

It is clear that we need to change how we think about waste. In the past, the focus has been to manage what happens to waste once it has been thrown away. This way of thinking is called 'cradle to grave' thinking. This kind of thinking requires what is called 'end of pipe' solutions because they focus on solutions for how to treat waste when it comes to the end of its life. More attention is being given now to what is called 'cradle to cradle' thinking. This type of thinking is part of a 'circular economy' where the waste that is created, can be used by another part of the system.

In every country, the government needs to develop a strategy to manage the waste that is produced by different industries and institutions, and also, by the people who live there. The government needs to think about how to manage the different kinds of waste that is produced. They also need to put laws in place that ensure that businesses think more carefully about the waste that is created when they produce their products, and what responsibility they need to take for reducing and managing this waste.

SOLID WASTE MANAGEMENT

More and more people are moving to cities. This often means that already densely populated areas are becoming more full, and as cities grow, the challenge to collect waste from every household is becoming more difficult, especially where the growth happens in informal areas. Managing solid waste is becoming a challenge and an important issue that needs urgent attention, especially in growing cities.

Solid waste includes the rubble from building sites and the rubbish that we throw away including food waste, tyres, paper, glass and plastic. In some cases, the municipality, private waste management companies or local projects will collect waste from our homes and take it directly to a landfill site or to a material recovery facility. At a material recovery facility, the waste is put onto a conveyor belt, so that recyclables can be removed from the general waste stream. The recyclable materials are then packed and sold to the recycling market. The rest of the waste that cannot be recycled (including contaminated or dirty recyclables) is compacted at a transfer station and sent to the landfill site. The landfill site should be lined at the bottom in a special way to minimize the leaking of toxins, preventing them from getting into the water table and then into the soil. This lining method is expensive, but it is necessary to prevent pollution at landfill sites.

Some landfill sites do not have material recovery facilities, and so all the waste that is sent there is thrown away together. It is not easy to recycle contaminated or dirty waste, and so some recyclables, even when they have been through the material recovery system, land up on the landfill. This is why it is best if we can separate our waste into wet, dry and recyclable waste. Doing this will ensure that recyclables can easily be extracted and organic waste that can be separated and turned into compost, reducing what needs to go to the landfill site.

Landfill sites need to follow recommended procedures for how they function. The landfill sites need to bury waste in a scientifically proven

way that is not dangerous. The waste is sorted, spread, compacted and then covered with sand and building rubble. This prevents the waste from blowing around, and attracting unwanted insects and animals. After the waste has been buried and tightly packed to lock out all the oxygen, it can lie there for hundreds of years while it very slowly decays. When landfill sites are full, they need to be closed and restored to a useful, environmentally sound condition.

Unfortunately, in some places, the waste management systems are not in place or well managed, and so waste is dumped at dumping sites, but without following the recommended guidelines. This might be due to lack of legislation, lack of infrastructure or lack of budget.

Instead of taking the waste to waste recovery facilities, people take it upon themselves to collect recyclable waste directly from the dumpsite so that they can exchange this waste for money. Buy-back centres are places where people can take things that can be recycled and sell them to make money. This is how some people generate an income for themselves and their families. These people are sometimes referred to as waste pickers.

The dangers of poor waste management

If a landfill site is not managed properly, then everything that is thrown away will be dumped on the site. When this happens, all the waste (paper, food, nappies and glass) is mixed and dumped on the site. This is a big problem because, glass and plastics take hundreds of years to decompose. The food waste that is mixed in, breaks down much faster, and in a way that creates additional methane, which is harmful to the environment.

- When waste is not properly managed, it causes pollution, and is harmful to living organisms.
- Toxic chemicals poured into a natural water system cannot be broken down by that

system, and will damage all the organisms it contains.

- Birds and animals are often exposed to pollution, such as plastic bags or oil, which then causes their death or distress.
- As waste starts to decay on a landfill site, a liquid called leachate is produced.
- Leachate may contain high concentrations of heavy metals or other environmentally hazardous substances. If it is left untreated, it could poison the soil and groundwater.

The benefits of effective waste management

If waste is managed properly, it can have a positive impact on:

- **Human health:** effective waste management strategies can help improve air quality (by reducing open garbage burning), improve water quality (by managing leachate from open dumps and landfills), and reduce the spread of disease (by improving pest management).
- **People's lives:** effective waste management systems can result in other benefits to society, including improving the quality of life for marginalized groups who collect waste, such as informal pickers.
- **Climate change and the environment:** effective waste management practices reduce emissions that have a warming influence on the climate, including methane from landfills and black carbon from open burning. Improved practices also means that less land is damaged by landfill and dumping sites.
- **The economy:** waste management can be one of the most expensive aspects of local government operations. Effective waste management systems can help reduce costs (fuel used to transport waste), encourage the development of new markets (for energy and compost) and can lead to job creation (Integrated Solid Waste Management: Key Concepts and Benefits, CCAC).

How can waste be seen as a resource?

If waste is managed properly, it can become a resource that benefits people and the environment.

- For example, separating organic waste and turning it into compost can be used to improve soil fertility.
- The biogas produced by the composting process can also produce methane, which if captured properly, can be used as an alternative energy source, such as for gas for cooking.
- Tyres, that are usually dumped or burned, can rather be recycled into furniture or equipment for safe playgrounds for children. It can also be shredded and turned into rubber mulch, that can also be used in playgrounds.
- Shredded rubber can also be sold to companies who build roads, as the rubber can be blended into the mix they use for building tarmacs.
- A lot of broken glass lands up on landfill sites. Recycled crushed glass from broken bottles is non-toxic and can be recycled, making more glass bottles.
- Some plastics can be recycled, and turned into new reusable products. Bricks can be made from plastic.
- Waste that cannot be recycled, can be stuffed into 2L plastic bottles. These bottles are called eco-bricks. Playgrounds, rooms and different structures are being built all over the world out of eco-bricks.
- Waste collection projects could create jobs and the waste collected can be used in creative ways to generate an income (Fact Sheet, Waste, CCAC).

WHAT SHOULD COMMUNITIES AND INDIVIDUALS KNOW IF THEY MANAGE THEIR OWN WASTE?

Why is waste management important?

- Resources that are valuable should not just be thrown away.
- Reusing and recycling items save space on landfill sites and delay the need for building new ones.
- Recycling reduces the need for the constant extraction or mining of resources.
- The recycling industry is a rapidly growing employer.
- Waste recycling and reduction reduce pollution and litter, which are costly to manage.
- Incineration (i.e. the burning of waste) is expensive and releases dangerous toxins into the environment.

What can we do?

When considering how we can minimise our waste in an effective way, these are some of the things we should be thinking about:

Reduce: One thing that we can do is create less waste, avoiding or at least cutting back on the amount of waste we create. It is one of the most effective things we can do, because it stops the problem at the source. By making less waste in the first place, there will be less waste to clean up. For example, ask your parents to bring their own bags when shopping. Many grocery stores now sell shopping bags that can be brought and reused over and over again. Think about all the plastic bags that could be saved if everyone reused the same shopping bags to carry their groceries in! We can also reduce the waste that we generate by separating our organic waste and turning it into compost.

Reuse: Find a new way to use waste so that you don't have to throw it away. Take old items that you might consider throwing away and find a new use for them. Reusing helps in situations where it is not possible to reduce. We can choose to buy products that we can return for a deposit, we can choose to buy products that can last longer or those that can be recycled.

Recycle: Turn waste into something new! For instance, an old plastic bag can be recycled into a new plastic bag or can be recycled to create an entirely different item, like a plastic container.

Not all plastic is recyclable. The way to know if plastic is recyclable is to look for the logo that shows whether it is recyclable or not (add graphic of the PET recyclable symbol). It is also a good idea to wash glass before you send it to be recycled.

Sort waste and dispose correctly:

- Separate your waste so that items that can be recycled, are separated, rather than sending them to landfill.
- Ensure that electronic waste and batteries do not end up in the normal bin. See if there is an e-waste programme where you can dispose of these items.
- Burn waste in a way that causes the least harm to the environment and people.

GUIDELINES FOR HOW TO BURN WASTE SAFELY

If you choose to burn your household waste, it is important to do so safely. Protect yourself, your community and your environment by only burning safe materials and by keeping your fire under control.

1. DECIDING WHAT TO BURN:

Sort your waste: Separate your waste, putting the things that can be recycled aside. The following things should be recycled rather than burned:

- Plain cardboard
- Glass
- Plastic bottles and bottle caps
- Plastic jugs
- Paper printed with standard ink
- Electronics
- Metal beverage cans

Remove toxic items: There are things that may be in your trash that would be extremely toxic or dangerous to burn. These materials are harmful to you and are harmful to the environment. Never burn the following materials:

- Plastic and rubber (burning plastic and rubber releases chemicals, which are toxic to you and harmful to the environment)
- Magazines (the ink used in magazines is toxic when burned).
- Spray cans (spray cans are highly pressurized, and can explode when exposed to high temperatures).
- Coated, painted, and pressure-treated wood (a wide variety of chemicals are used when painting or treating wood, and many of them are toxic).

Burn remaining waste safely: There are some items of trash that you can burn without exposing yourself or your environment to toxic smoke. The following items burn easily, and can be burnt without producing dangerous smoke:

- Non-recyclable cardboard (Cardboard that has been coated with wax or printed on with ink cannot be recycled).
- Non-recyclable paper.
- Garden waste (dried grass, tree branches, and dead leaves can all burn safely).

2. FINDING THE BEST WAY TO BURN YOUR WASTE:

Research the laws in your area regarding backyard burning: Some municipalities have passed laws about what, how, and when you can burn your waste.

Pick a place to burn your trash: Find a spot where the space above you is clear of any trees, branches, buildings, vehicles, or power and phone lines. Ashes and sparks from your fire may fly up and whatever is above your fire could catch alight.

Use a burn barrel (drum) to control your fire's smoke: Burn barrels are easy to set up, and help control the amount of smoke and ash that a fire produces. They also provide a place to store ashes after you burn your trash.

- To set up a burn barrel, turn 2 cinder blocks on their side, and place a 210 L steel drum on top.
- To allow airflow into the drum, drill at least 20 holes, each that are 2.5 cm wide around the entire

drum, spacing them evenly around the sides of the barrel.

- If you're going to leave your burn barrel outside for a long time, you may want to drill a few holes in the bottom to let rainfall run out.
- Burning plastics is dangerous - you should never burn plastic in burn barrels. Burn barrels trap the toxins produced by burning plastic in the immediate area around the fire. This means you are more likely to breathe them in if you burn them in the drum.

Build a fire pit to contain your fire without a burn barrel: If you don't want to use a burn barrel, you can set up a fire pit instead. Fire pits are small areas in your yard where you've cleared away any grass, twigs and branches, and other materials that might catch on fire unintentionally. Burning your waste in a fire pit is an easy way to watch the fire and control its size.

- Clear a space at least 0.91 m in diameter of all flammable materials. Use a rake or shovel to clear away the grass.
- Make a ditch in the middle of your pit, at least 20 to 25 cm wide (this will help any coals or embers stay near the center of your fire).
- Line the outside of your fire pit with rocks. The rocks will help keep the heat of the fire, and will provide a safe place for any ashes or embers to land.

Wait for calm, wet weather to burn your waste: Do not burn waste when it is windy or when your area is experiencing a drought. This increases the chances of the trees or grass around you catching alight. Never burn trash if the weather forecast is predicting 32 km per hour gusts of wind.

Plan to burn your trash when the air quality is good: If the air in your region is unsafe to breathe, you do not want to add more smoke to the atmosphere. Check your local weather forecast to see if the local air quality is good before burning your trash.

Be ready to put the fire out: Before you start to burn your waste, make sure you will be able to put the fire out in an emergency. Have several large buckets of water ready in case of an emergency.

3. BURNING YOUR WASTE SAFELY

Set up your pile of waste: Place your waste in your burn barrel or fire pit. In a burn barrel, you can safely burn 1 full trash bag at a time. In a fire pit, you want to keep your piles of burning material small, no more than 0.61 m high, and keep the pile centered in the middle of your fire pit. Unless you are burning a very small amount of trash, you should not burn it all at once. If you have a lot of waste to burn, save some to add to the fire later.

Light the fire: Once you have placed your waste in your burn barrel or fire pit, set some kindling at the base of your pile. Pick a spot where it can easily catch the rest of the waste on fire. Use a fireplace match or a lighter (the kind with a long neck, if you have one) to light the kindling while keeping your hands at a safe distance. Paper towel rolls filled with dryer lint, and cardboard or newspapers soaked in candle wax make excellent kindling. Do not use a firestarters to help start your fire.

Do not leave the fire unattended: Stay near your burn barrel or fire pit as long as the fire is still going. Watch the fire and pay attention to the direction that the smoke is traveling. If it looks like the wind is getting faster, or if the smoke keeps carrying sparks and ashes towards your house, trees, or any other fire hazard, you should let your fire die out, even if there is waste left over.

Add more waste to the fire as it cools down: If you still have trash to burn, and if the conditions are still safe, add more waste to the burn pile after the fire has gotten smaller (when the flames have

cooled down). Stand back, and gently drop waste that is left onto the pile. Be prepared for additional smoke, ashes, and sparks to fly out of the fire. If you can't tell if a fire has cooled just by feeling the heat, then you can tell by the color of the flames. Blue, white, and reddish-white flames are hotter than dark red and orange flames. If you're burning trash in a fire pit, you can place the trash onto the ground and push it towards the fire with a metal shovel or rake. **You should always be in control of your fire.**

Put the fire out once it has become ashes: Once all of your waste has been burned, wait for the fire to die down. Even small fires can start up again with a strong wind, so you will need to make sure the fire is completely out before you leave. Once all that's left of the fire is glowing ashes, put the fire out.

- To put out a fire in a burn barrel, slowly pour water onto the ashes. With a large stick, or with a metal shovel or rake, mix the ashes with the water. Add more water, and mix again. Keep adding water until you're certain all of the embers have gone out.
- To put out a fire in a fire pit, you can extinguish it with water. Alternatively, you can use a large stick, or a metal shovel or rake to mix the ashes and coals in with the dirt at the bottom of the fire pit.

Tips

If you're ever wondering if something is safe to burn or not, read the side of the box for any flammable caution symbols first. Try and find another way of disposing of it.

Gather others from your community to tell them you are planning to burn your waste. Maybe they will want to join you. It might help to choose a particular day in the week or month when burning can take place, so that people can know when they see the smoke, they know what it is from.

Warnings

- Lighting a fire can be dangerous. Keep your hair, clothing, and skin away from the fire as you light it.
- If your fire looks like it may be getting out of control, do not hesitate to call someone for help.
- Always watch the direction where sparks from your fire are traveling. Do not let a second fire start by accident.
- Burning plastics and rubber releases incredibly dangerous chemicals into the air.
- Keep children, animals and anyone with breathing difficulties away from the fire to avoid smoke inhalation.
- Never burn your household trash in a wood-burning stove or in an indoor fireplace.

(Adapted from WikiHow: <https://www.wikihow.com/Burn-Trash#>)

Other things we can do in our area:

- Arrange beach or river clean up: See which brands or products packaging is most prevalent, and create a campaign to ask those companies what they are doing in terms of their responsibility to consumers and the environment.
- Speak to local companies about their production process, to enquire about their waste management strategies.

EXAMPLES OF WHAT COMMUNITIES/MOVEMENTS HAVE DONE GLOBALLY TO ADDRESS ISSUES OF WASTE

Ivory Coast – Coliba, Waste Collection App

COLIBA is start-up that developed an App to improve recycling services in Ivory Coast. When you come across a pile of rubbish, you press a button on the app. The app sends the exact location to the company, who then send one of their collectors to collect the waste. In exchange, the person who sent the notification receives points that can be exchanged for airtime, data, meal vouchers, concert tickets and school packs. Coliba found this creative way to reward people for playing their part in identifying where waste needed to be collected from. The waste is then taken to Coliba's sorting centre. The sorted waste is then transformed into reusable plastic and sold to different industries. 70% of the people working at the centre are women. Coliba also works with different restaurants and hotels Abidjan to collect their waste.

Brazil - Transport vouchers in exchange for waste:

In Curitiba, Brazil, the city's waste management department did not have a budget for the recycling plant that it needed, so it created a programme called "lixo que nao è lixo" (garbage that it is not garbage) and "cambio verde" (green exchange). The city rewarded people for separating their organic and non-organic recyclable waste and bringing them to waste stations. Using a complementary currency, the waste could be exchanged for bus tickets, food, and school-books. In the 1990's, almost 70% of households were participating in the programme. Aside from improving the way waste was managed in the city, it also had positive outcomes for people - people who couldn't afford food, could exchange their waste for meal vouchers. Same goes for people who couldn't afford school books. Because more recyclables were being sorted, jobs were created in the recycling industry. People who lived on the outskirts of the city, could also use the bus tickets to travel for job interviews, often far from home in the centre of the city. Aside from the positive impact on education and nutrition, waste was no longer piling up in the city, reducing negative health and environmental impacts.

Waste-ED Centre, Delft, Cape Town, South Africa, built in with tyres and eco-bricks

An eco-brick is an empty plastic bottle that is packed tightly with non-recyclable materials, particularly soft plastic, until it becomes a strong and durable block that can be used for building. It is one way to make sure that the non-biodegradable waste that is produced, doesn't land up in landfills. It is not a long-term solution - ideally the focus should be on producing less plastic, but it is a creative solution in the meantime for what to do with non-recyclable waste (GreenPop). Waste-Ed built an ECD centre in Delft South Africa using eco-bricks, recycled tyres, discarded glass and earth-bricks, showing how waste can be turned into a resource.

RESOURCES

- Story of Stuff: www.storyofstuff.com
- What is an Eco-brick: https://www.youtube.com/watch?v=rVU_GGi9im0&feature=youtu.be
- How to make an eco-brick: <https://waste-ed.co.za/the-ecobrick/>
- What happens to the plastic we throw away: https://www.youtube.com/watch?v=_6xINyWpB8&feature=youtu.be
- Kids take action against plastic in Hawaii: <https://www.youtube.com/watch?v=hKfV9lquMXA&feature=youtu.be>
- Precious plastic – DIY plastic recycling units: <https://www.youtube.com/watch?v=8J7JZcsoHyA&feature=youtu.be>
- Straws (film): <http://www.strawsfilm.com/>
- Kenyan boat made completely from recycled plastic: <http://www.theflipflopi.com/>
- Cape Town based plastic recycling project: <https://www.facebook.com/OurWorkshopCT/>
- Plastic bag ban in Kenya: <https://www.nationalgeographic.com/environment/2019/04/plastic-bag-bans-kenya-to-us-reduce-pollution/>
- The beach co-op, Aaniyah Omardien speaks about the co-op in Cape Town: <https://www.beautifulnews.co.za/stories/aaniyah-omardien>
- Recycling Guide for South Africa: <https://treevolution.co.za/guide-2018/>
- How To Burn Waste: <https://www.wikihow.com/Burn-Trash#>
- South African architect who builds with waste: https://www.theguardian.com/cities/2019/oct/22/ingenuity-south-africa-architect-kevin-kimwelle-builds-with-trash?fbclid=IwAROGyOghgkGMQTZp6vKaf-ViSPb4HIQI1KHZ3I-RKt_LaRvLXqOwPTIS6Q



PREPARING FOR THE SHOW

ANGLES

DIFFERENT WAYS TO TALK ABOUT WASTE

- What kinds of things get thrown away in your community? Where does this waste go? Should different kinds of waste be disposed of in different ways?
- How do people dispose of the waste from their homes? Is it collected, buried or burned?
- If your waste collected from your home? Where it goes to once it's collected? What happens to it there?
- Are there recycling projects in your community? Are they easily accessible? Are there ways to generate income through recycling in your area?
- What are young people's attitudes regarding waste?
- Why is it important to reduce the amount of waste we produce?
- What do you think influences individuals to produce less waste? Do you see any examples of this in your community?
- Do you see any changes in people's habits in relation to waste? Are people recycling? Composting?
- How does the way waste is managed in your area affect people's health?
- How does the way waste is managed in your area affect the environment? Do you think waste plays a role in climate change?
- How are people experiencing the negative impact of how waste is managed in your community? Is anything being done about it?
- What do you think influences companies to produce less waste? Do you see any examples of this in your community?
- What do you think influences government to better manage the waste that is produced? Do you see any examples of this in your community?

CHOOSE AN ANGLE

What are young people's attitudes regarding waste?

Different ways to talk about young people's attitudes regarding waste

- Waste isn't something that we necessarily want to think about, but it has a huge impact on our health and on the environment.
- If waste is collected from your community, you will be less directly impacted by the negative consequences of poor waste management.
- If waste is not collected from your area, you are likely to have more of a direct experience of how waste is managed and its impact.
- Either way - it is important to know how best to manage your waste, and also to know where it ends up.
- There are new kinds of jobs emerging from the recycling industry and exciting entrepreneurs making useful products from recycled materials.
- As much as waste doesn't seem very exciting, there are actually some things to get excited about!

FORMATS



VOX POP



Vox pop aim

To get many opinions on one topic.



Who do you talk to?

Anybody in the community.



Question

Do you think there are better ways to manage waste in our community?

OR

What ideas do you have for producing less waste?



AUDIO COMMENTARY



Audio commentary aim

To get people's opinion about a topic that they care deeply about.



Who do you talk to?

- An elder
- A young person
- A parent
- A community health worker

Questions for your interview with an elder, young person, parent or community health worker:

- What happens to the things that you throw away? Where does it all go?
- Have you noticed a change in your lifetime with regards to waste in the city?
- Growing up, what did you do with things that were thrown away?
- What do you think people should be doing with waste now?
- Do you worry about the health of your family because of the way waste is handled in your community/work space?
- Do you think that the way waste is dumped or burnt in the area you live or work in might be making people sick?



AUDIO PROFILE



Audio profile aim

To get a first person account of someone's experience, passion or journey. Audio profiles often aim to inspire.



Who do you talk to?

- An individual or business owner who can share their experience of trying to deal with waste from their business. Ask them how they deal with wastage.
- A community member who can share their experience of how waste is managed in your area.



Questions

- How does waste get managed in your business / community? Is it collected from your business / home? Where does it go once it's been collected?

- If it is not collected, how do you dispose of the waste from your home / business? Is it dumped, buried or burned?
- How does this impact your community / business?
- What are the factors that influence how waste is dealt with in your community / business?
- Do the above factors influence the choices you have when it comes to making decisions about what to do with your waste?
- What ideas do you have for better managing the waste? What else can be done?

Please see interview questions in “How to present your show”.



PUBLIC SERVICE ANNOUNCEMENT



The aim of a PSA

To create a public awareness message.

Create a PSA that encourages people to sort their waste



Voice 1: Hey Thando, did you know that some places have banned plastic bags. There is so much plastic landing up in the sea that they are saying that there are “plastic islands” that are polluting our oceans and killing marine life.

Voice 2: So crazy, plastic islands in the sea! Haibo!

Voice 1: Did you know that it takes hundreds of years for plastic to break down?

Voice 2: Yoh! Hundreds of years - wow, that’s a long time!

Voice 1: I think we need to pay much more attention to the plastic that we use.

Slogan

Don’t trash our future: Recycle / Say no to plastic!



HOW TO PRESENT YOUR SHOW

Use your produced radio features, your research and the suggested script and questions to write your own script.

[INTRO:]

Host 1: It's just gone [TIME] and you're just in time for the [NAME OF SHOW] on [RADIO STATION]. My name is [NAME].

Host 2: That's right! And my name is [NAME], and today's show is about that thing that we sometimes don't want to think about, our rubbish. We'll be talking about how we as young people can lighten our ecological footprint by better understanding what happens to the waste we generate, and what steps we can take to protect our families, our city and our oceans.

Host 1: That's right, we'll also be talking about why it's so important that young people, well, and all people, change the way they think about waste.

Host 2: Yes, this is a topic we just can't avoid. We might want to think that all the things we throw away, just disappear, but we can see how this waste is piling up and causing problems in our area. Today, we are going to be talking about what is meant to happen to the waste that we throw away, and what role we can each play to make sure that as little waste as possible ends up in the wrong places -like on our streets and in our oceans. Every day we need to throw things away, but how many of us have thought about where all that waste ends up? Sometimes it ends up right on our doorstep - and this isn't good for anyone.

So today, we are also going to be talking about what we can do with the things that we throw away so that they have as little negative impact as possible on us and on the environment. Today we will be sharing stories and ideas from people in our community, people of all ages, to open our minds and jump start the conversation about the steps we can take to have a positive impact.

Host 1: Let's start the conversation about what it means to better manage our waste.

[PRESENT WHO IS BEING INTERVIEWED]

[PLAY THE INTERVIEW]

[OUTRO:]

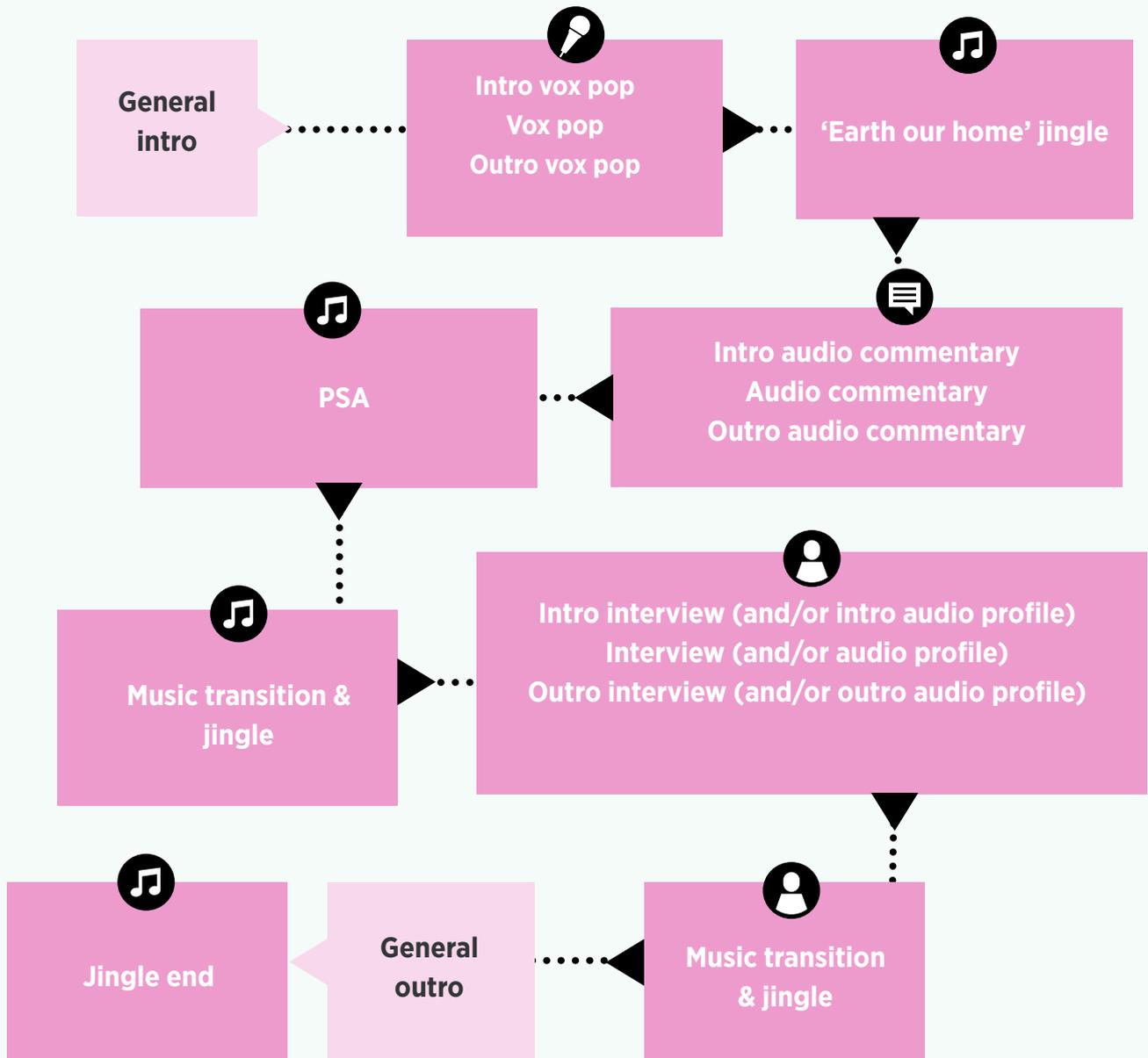
Host 1: Today, we've learnt so much about the waste management in South Africa and more sustainable ways for all people to deal with their waste!

Host 2: Yes! Understanding our ecological footprint is very important for us young people to make informed decisions and plans for our lives!

Host 1: Next week on [DAY] at [TIME] we'll be talking all about [NEXT WEEK'S SHOW TOPIC]. Until then, it's bye from us!

SHOW OUTLINE

Full show on 'Waste' (1 hour)

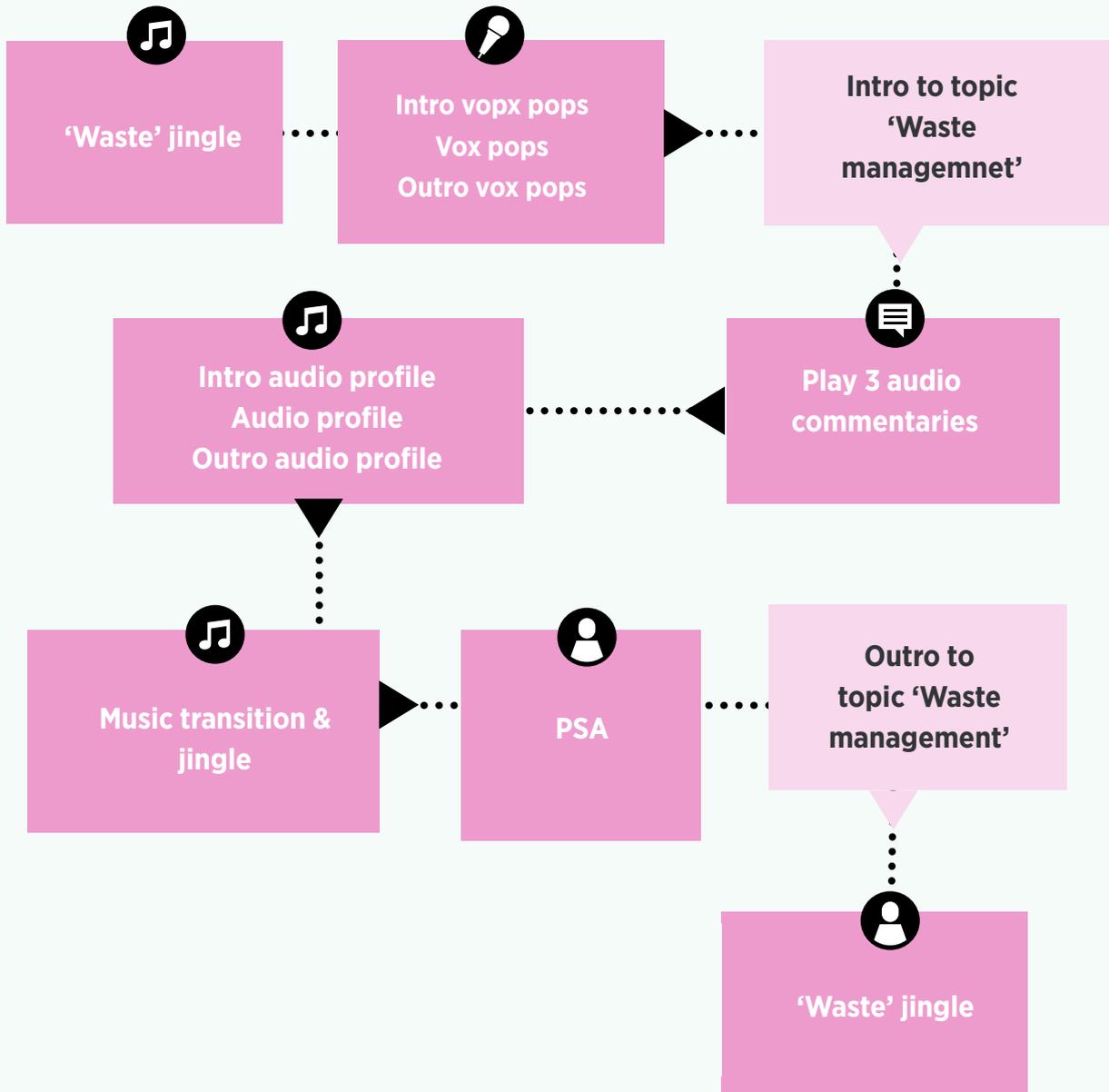


ETHICS AND CONSENT

This may be a sensitive topic for some, so make sure you inform your audience to respect those who share personal stories in the space.

SHOW OUTLINE

Green segment on topic of 'Waste' (10 minutes)



ETHICS AND CONSENT

This may be a sensitive topic for some, so make sure you inform your audience to respect those who share personal stories in the space.



PREPARING FOR THE SHOW

ANGLES

DIFFERENT WAYS TO TALK ABOUT WASTE

- How is waste managed in your community?
- Where does the waste that you throw away end up?
- If your waste collected from your home? Do you know where it goes to once it's collected?
- If it is not collected, how do people dispose of the waste from their homes? Is it dumped, buried or burned?
- How does the way waste is managed in your area affect people's health?
- How does the way waste is managed in your area affect the environment? Do you think waste plays a role in climate change?
- Why is it important to produce as little waste as possible?
- What ideas do you have to reuse and recycle waste at home?
- Why is it important to separate your waste?

CHOOSE AN ANGLE

What are young people's attitudes regarding waste?

Different ways to talk about young people's attitudes regarding waste

- If waste is collected from your community, you will be less directly impacted by the negative consequences of poor waste management. If the waste is not collected from your area, you are likely to have experience of the waste more directly.
- Either way - it is important to know how waste should be managed and also where it ends up.
- Waste isn't something we necessarily want to think about, but it has a huge impact on our health and on the environment.
- There are also new jobs emerging from the recycling industry and exciting entrepreneurs making useful products from recycled materials.
- As much as waste doesn't seem very exciting, there are actually some things to get excited about!

OUTREACH FORMATS

We can use radio formats to create the “Waste management” outreach event. We suggest formats that encourage the voices of others and that get the audience participating in the discussion..



GUEST SPEAKER



Guest speaker aim

A guest speaker is someone who can share expert knowledge about the impact statement or tell a personal story related to the impact statement. You can speak to someone who works at a recycling centre, someone who works for the city, someone who is involved with a creative recycling or waste management project in your area.

Some questions for the guest speaker to think about ahead of time:

- What is the relationship between waste and climate change?
- What is the relationship between waste and people’s health?
- How can young people benefit from understanding the waste management cycle and the role that they can play in reducing waste?
- What changes can young South Africans make to reduce waste?



INTERVIEW



Interview aim

An interview is a one-on-one conversation where questions are asked by the interviewer and answers are given by the interviewee.



Suggested questions for an interview with someone who runs a business in your area:

- What does zero waste mean to you?
- How do you think about waste management for your business?
- Is the way that waste is disposed of in your business affecting the environment in a positive or negative way?
- Is the way that you dispose of waste in your business affecting the health of the people who live here in a positive or negative way?
- In this community, what are the options for disposing of waste?
- What are some of the challenges that businesses face when thinking about how to reduce the waste that they generate?
- If young people wanted to learn more about the waste management cycle, where should they go?



IMPACT JINGLE



Impact jingle aim

A jingle is a short song or tune that is easy to sing along to and remember, it has a clear message.

FORMATS



ROLEPLAY



Roleplay aim

To provide a scenario that allows the audience to “act out” a point about the impact statement. Decide how many characters are needed and set the scene for the “actors” to play out the statement. It is really an improvisation, and the audience “actors” make it up as they go along.

Characters

Nkululeko, Nontombi

Scenario

Nontombi is upset with her friend, Nkululeko. He has thrown a whole bag of rubbish just outside his house. Nkululeko doesn't see a problem with this. For him, it is rubbish, so it should just be thrown away anyway. Nontombi tries to explain to him that there are things in that bag that have value and can be reused or recycled. Also, mixing all the rubbish together creates a problem – it attracts flies and mosquitoes and rots in a way that can get really smelly. Nontombi explains why this is a problem, not only for Nkululeko and his family, but also for the environment.



PANEL DISCUSSION



Panel discussion aim

A panel discussion involves a group of people discussing one topic in front of an audience. There is usually time for questions from the audience afterwards.



Who is on the panel

A business owner, a young person, an entrepreneur who runs a recycling project, a community health worker and a concerned mother.

FORMATS



QUIZ



The aim of a Quiz

To test and reward your audience's knowledge on the topic.

Things you need for this activity

- Prepared quiz questions and answers
- Small prizes



Process

Present some quiz questions and hand out prizes to those who answer correctly. From the fact-sheet, we created the two following quizzes for you to broadcast in your shows. Once you are done with these two, feel free to create more to put your listeners to the test!

Quiz 1:

Question: How much waste goes to landfill sites in South Africa?

- A. 30%
- B. 50%
- C. 90%

Correct answer is C

Quiz 2:

Question: How many years does it take for plastic to decompose?

- A. 1 - 5
- B. 5 - 10
- C. 400 - 500

Correct answer is C

HOW TO PRESENT YOUR OUTREACH



Use your outreach formats and your research to write your own script. Here is an example of part of a script. Use it as a guide to create your own script for your outreach activity.

[INTRO:]

Host 1: Hello and welcome to the [NAME OF OUTREACH EVENT] AT [NAME OF SCHOOL]. My name is [NAME].

Host 2: That's right! And my name is [NAME], and today's outreach is all about that thing that we sometimes don't want to think about – rubbish, yes, today we are talking about waste! We are going to be talking about what happens to the things that we throw away, and what we can do as young people to prevent the negative impact that waste has on us and on our environment.

Host 1: That's right, we'll also be talking about why it's so important that young people, well, and all people, shift the way we think about waste and do all that we can to reduce, reuse and recycle! You know, not all waste is rubbish actually – some waste can actually be useful to us, if we change the way we think about it! I want to know, how many of you know what happens to the things that we throw away? Where does it end up?
[CHOOSE SOMEONE FROM THE AUDIENCE TO RESPOND]

Host 1: Would anyone else like to add their comment?
[GIVE AUDIENCE MEMBER A CHANCE TO RESPOND]

Host 2: Thank you for your feedback. We're going to call on you all throughout the hour to question us, give feedback and share your insights on this topic. Pollution from waste is a serious issue! As young people, we need to think about what we can do about it – which is why we wanted to talk about it today – so let's dive in and get started!

Host 2: I'm ready! In this conversation we'll be focusing on what happens to the rubbish that

we throw away – how many of us know about where it all goes? How long does it take for different things to decompose? How many of us are thinking about what happens to the things that take a long time to break down and can't be recycled? What happens to all the plastic we throw away? Today we will be hearing from community members, young and old, about the impact of waste management on our lives. We will also hear some creative ideas for what we can do with our waste so that it doesn't all get sent to the dump or pile up on our streets.

Host 1: Let's hear more on what people think about waste management in their community.
[PLAY RE PRE RECORDED AUDIO]
[PLAY THE INTERVIEW]
[ENGAGE AUDIENCE BY ASKING QUESTIONS AND GIVING THEM A CHANCE TO SHARE THEIR THOUGHTS ABOUT WHAT THEY'VE HEARD]

[OUTRO:]

Host 1: Today, we've learnt so much about waste management in South Africa and ways for all people to reduce and better manage their waste!

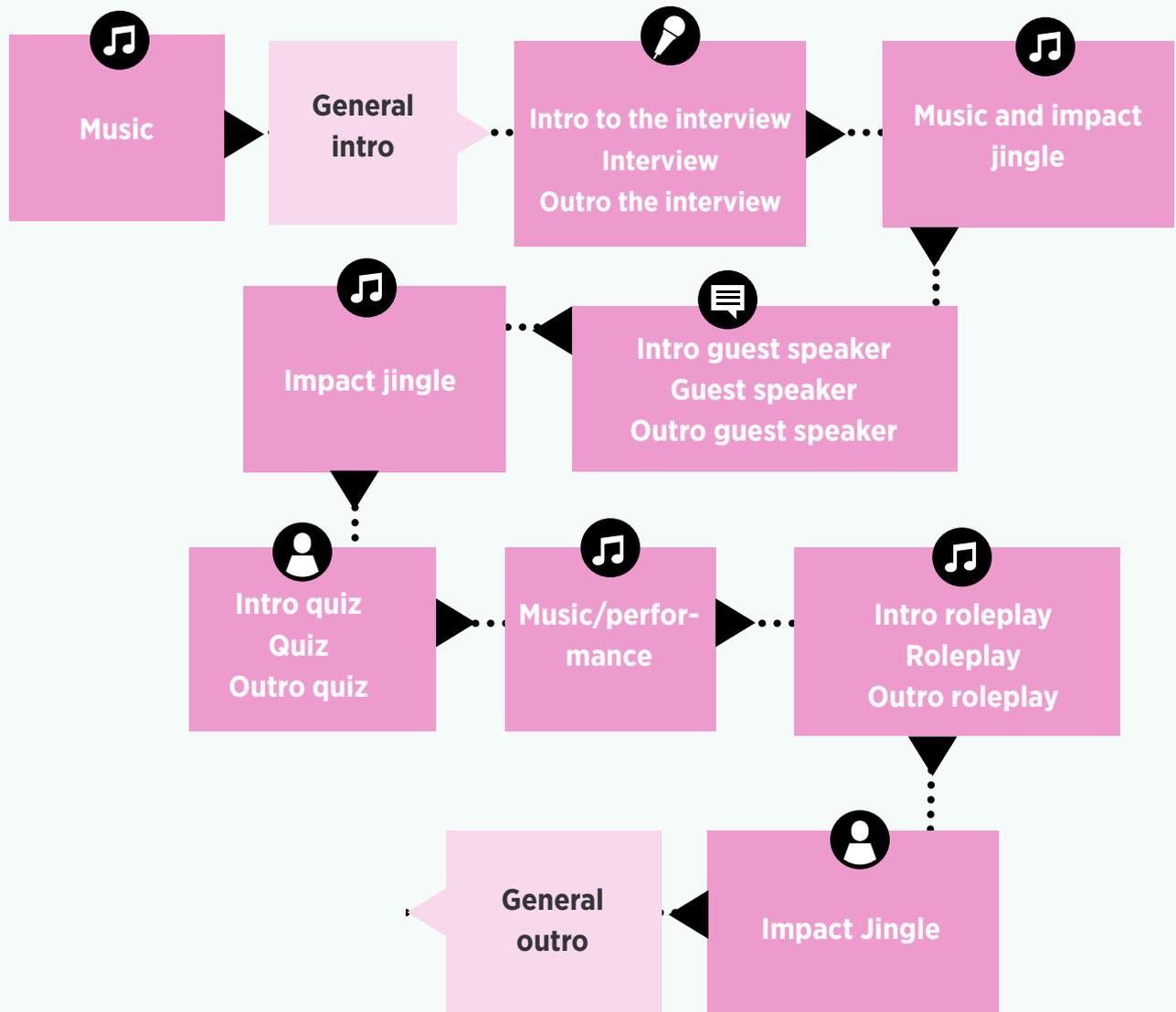
Host 2: Yes! Understanding waste management is important. As young people, we can do our bit to reduce, reuse and recycle – and in this way – have a positive impact on the environment.

Host 1: Catch you next time! Until then, listen out for our weekly show on [NAME OF RADIO STATION] at [TIME] we'll be talking all about [NEXT WEEK'S SHOW TOPIC]. Until then, it's bye from us!

OUTREACH OUTLINE

An outreach plan helps you stay on track during your event. It is a list of the activities and the order in which they will happen in the outreach activity. Allocate a time to each item so that you keep to the time allocation of the outreach activity.

Below is an example of an outreach plan that is one hour long.



ETHICS AND CONSENT

This may be a sensitive topic for some, so make sure you inform your audience to respect those who share personal stories in the space.

If any incorrect information comes up in any of your formats, like the quiz, roleplay or panel discussion, you must correct it. Don't let your audience leave with myths.

Once you've finalised your script, your performance artists, your outreach outline and prepared all your formats, it's time to start your live event! Enjoy!