



"You can't manage what you don't measure" is an old management adage that is still accurate today. Knowing how much food your business is wasting and why is the first step toward implementing best practices to reduce waste and save money. This simple tool is designed to help you track your wasted food for one week. From there, you can identify the steps your business needs to take to reduce that waste.



Wasted Food Wasted Money Measurement Challenge Instructions

This tool is intended to help you track a week's worth of wasted food. If you would prefer an online version, visit **www.websitenametocome.com.**

- **Time** allows you to record the approximate time the wasted food was generated. With this time information, you'll know if waste is occurring at certain times in a work shift or during particular meals (if your business operates across multiple meal times).
- **Recorded By** tells you who recorded the waste, so you can go back and get more details if you need them.
- In the **Food Type** column, write in the type of food that is wasted, such as protein, grain, fruits/vegetables, dairy or other.
- Loss Reason is a place to add information about why food was wasted. For example, your loss could be caused by: prep waste, improperly cooked, stored food expired, arrived spoiled, food sent back by customer, customer plate waste, over preparation or other.
- Amount of Loss provides you with a place to estimate the amount of food wasted. Choose whatever measurement approach makes sense for your business—portions, volume or weight.
- Finally, **Estimated Loss Value** gives you a place to enter the value of the food that has been wasted. There are many ways to estimate your wasted food costs. You can use your own cost information related to the measurement approach you use (portions, volume, or weight) or you can use generic cost estimates provided in the *Wasted Food Wasted Money Resource Guide*. Choose the approach that works best for your business.

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					pick one		
Time	Recorded By	Food Type	Loss Reason	# of Portions	# of Quarts	# of Pounds	Est. Loss Value
			Total				



Train your staff on knife skills to make more efficient cuts to use more of the food being prepared. Don't just dispose of trim—use it! Vegetable trim like beet greens can be used in pesto, and trim from vegetables like carrots and broccoli can be included in soups.

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Time	Recorded By	Food Type	Loss Reason	# of Portions	# of Quarts	# of Pounds	Est. Loss Value
			Total				



Refresh staff on storage techniques for different foods (e.g., don't store tomatoes and lettuce together). Use see-through containers for all staff to see what is available and to monitor freshness. For a handy chart, check this FDA website: https://tinyurl.com/y785pass

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Time	Recorded By	Food Type	Loss Reason	# of Portions	# of Quarts	# of Pounds	Est. Loss Value
			Total				



Eliminate garnishes that customers typically don't eat to reduce plate waste. Monitor plate waste and adjust portion sizes for dishes that aren't fully eaten. Ask if a customer wants a side item instead of automatically providing it.

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Time	Recorded By	Food Type	Loss Reason	# of Portions	# of Quarts	# of Pounds	Est. Loss Value
			Total				



Incorporate leftovers from the day before and plan menus with leftovers in mind. Use cook-to-order instead of bulk-cooking.

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Time	Recorded By	Food Type	Loss Reason	# of Portions	# of Quarts	# of Pounds	Est. Loss Value
			Total				



Some of the best ideas for reducing waste come from kitchen staff, who see daily which types of food are wasted and probably know why. Engage your staff in discussing how your business can reduced wasted food. Offer recognition to encourage participation.

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					pick one		
Time	Recorded By	Food Type	Loss Reason	# of Portions	# of Quarts	# of Pounds	Est. Loss Value
			Total				



Plan your food purchasing quantities and shipment timing to coincide with fluctuations in your business' weekly and seasonal needs to avoid over buying ingredients.

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					pick one		
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Total							



Is your business a buffet? Try using smaller plates (or go trayless if your business uses trays). Try changing serving practices by using smaller serving dishes and refilling them more often or use dishes shaped to consolidate remaining food into a smaller space (e.g., deeper, narrower bowls or pans with sloping bottoms rather than flat).