



Cigarette Butt Litter Reduction Checklist

Construction, Trades & Services - On & Off Site

As our society has become more waste and energy conscious, Businesses, Councils and Organizations have made significant improvements in recycling practices, waste reduction and energy efficiency to minimize their impact on the environment.

However, until recently, cigarette butt litter, the world's largest environmental litter problem, has not received the same degree of attention. Cigarette butt litter outside buildings, and scattered by the billions across our cities and countryside has increased considerably since the introduction of indoor & vehicular smoking bans, and this litter rapidly enters our storm-water and aquatic systems - poisoning our environment, degrading its beauty and taking years to break down.

From a corporate image position, it doesn't get much worse than your employees littering their butts, especially when out on-site, in company uniform, safety vest, hard-hat, or in one of your vehicles, etc.

What your employees do does impact on your business's public profile. Your smoking staff are the only ones who can actually reduce the problem of butt litter, but they can use a little help to do it. Appropriate butt disposal is even more crucial when staff are on-site, commuting or out and about on business representing your company.

Butt Litter Responsibility provides the means for responsible business owners and Management to assess their efforts to provide adequate education and disposal infrastructure in order to reduce the cigarette butt litter emanating from their business activities, whilst simultaneously promoting the highest standards of environmentally responsible trading.

Is your organisation Butt Litter Responsible?

Below is a checklist to assist you to determine if you are cigarette butt litter responsible.

Step 1: Tick the appropriate boxes.

Step 2: Total the number of yes ticks for both Education and Disposal Infrastructure.



Education

	<u>Yes</u>	<u>No</u>
1. Do you provide education to your staff, visitors & contractors about:		
a. The potential impact of their butt littering on your corporate profile?	<input type="checkbox"/>	<input type="checkbox"/>
b. The environmental effects of cigarette butt litter?	<input type="checkbox"/>	<input type="checkbox"/>
c. Fines and penalties possible for littering cigarette butts?	<input type="checkbox"/>	<input type="checkbox"/>
d. Alternatives to littering?	<input type="checkbox"/>	<input type="checkbox"/>
e. Appropriate and effective disposal methods?	<input type="checkbox"/>	<input type="checkbox"/>
2. What communication methods do you use:		
a. Personal Contact?	<input type="checkbox"/>	<input type="checkbox"/>
b. Newsletter or E-Mag etc?	<input type="checkbox"/>	<input type="checkbox"/>
c. Website / Internet / Intranet?	<input type="checkbox"/>	<input type="checkbox"/>
d. Flyers, Posters, Signage?	<input type="checkbox"/>	<input type="checkbox"/>
3. Do you instruct your staff as to where they should (or shouldn't) smoke and in turn how they should responsibly dispose of their cigarette butts?	<input type="checkbox"/>	<input type="checkbox"/>
4. Do you inform your visitors and contractors as to how they should appropriately dispose of their cigarette butts?	<input type="checkbox"/>	<input type="checkbox"/>



Disposal Infrastructure

Yes No

1. Do you provide adequate external butt disposal infrastructure for your staff, visitors & contractors at your facilities/sites and if yes what type?
 - a. Wall-mounted, Table-top or Personal Ashtrays
 - b. Any other means of appropriate butt disposal

2. Do you promote butt litter reduction by your employees, visitors and contractors by providing them with Personal Ashtrays?

Once your checklist is completed, calculate your scores and check your Butt Litter Responsibility Rating using the table below.

If you wish to discuss your rating or have any questions regarding how to improve your Butt Litter Responsibility Rating, or you are interested in implementing a butt litter reduction campaign for your organisation, please contact No Butts and we will be happy to assist you.

Your Scores: **Total number of ticks in each category**

Category:	Ticks:
Education	_____
Disposal Infrastructure	_____
Total Ticks	_____

Your Ratings:

0 Ticks	No effort has been made to reduce the cigarette butt litter emanating from your Employees, Visitors & Contractors.
1-2 Ticks	Minimal effort has been made to reduce cigarette butt litter.
3-6 Ticks	Some effort has been made to reduce cigarette butt litter.
7-11 Ticks	Significant steps have been taken to educate Employees, Visitors & Contractors, and to provide adequate disposal infrastructure.
12 Ticks	All necessary steps have been taken to ensure maximum prevention of cigarette butt litter by Employees, Visitors & Contractors.

For more information on Butt Litter Responsibility and assistance with how your business can help reduce the problem of cigarette butt litter call us today.

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Protect our environment. Protect your corporate image.

Call: 1300-NOBUTTS
The Butts **Stop** Here.

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