

## DAILY COLLECTION RECORD TEMPLATE FOR SHORELINE AND WATERWAYS OBP OBP NEUTRALITY SUBPROGRAM

This template is a guideline only, Organizations can adapt the template to best fit their operations.

### SITE INFORMATION

Site name	Site location	Collection type <input type="checkbox"/> Routine <input type="checkbox"/> Special:	OBP category <input type="checkbox"/> Shoreline <input type="checkbox"/> Waterways
Supervision <input type="checkbox"/> Presential <input type="checkbox"/> Technological	If presential supervision: Name and contact of supervisor	Collection date	

### TOTAL WEIGHT AND VOLUMES COLLECTED

Total number of Bags: _____	Weight and volumes per Bag _____	Segregated weight in bags, BB or Kg and L or m <sup>3</sup> For recycling: _____ For valorization _____ For disposal _____ Not sorted _____
Big bags (BB): _____	Big bags (BB) _____	

### PARTICIPATING COLLECTORS

Name	Phone	Type (V = Volunteer, E = Employee, C= Contractor)

Name and signature of responsible person

Picture of before and after activity



## DAILY PURCHASE RECORD TEMPLATE FOR SHORELINE AND WATERWAYS OBP OBP NEUTRALITY SUBPROGRAM

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### SITE INFORMATION

Collection site name	Collection site location	Collection date	OBP category <input type="checkbox"/> Shoreline <input type="checkbox"/> Waterways
Supervision <input type="checkbox"/> Presential <input type="checkbox"/> Technological	If presential supervision: Name and contact of supervisor	Purchasing center name	

### WEIGHT & VOLUMES PURCHASED AND INDEPENDENT COLLECTORS INFORMATION<sup>1</sup>

Independent Collector name	Phone	Weight	Volume
Daily totals			

Name and signature of responsible person

Picture of before and after activity

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<sup>1</sup> When purchasing to Small Collectors, the Small Collectors shall provide the collection logs corresponding to the collection or purchase operations they have done.



## DAILY COLLECTION RECORD TEMPLATE FOR POTENTIAL OBP OBP NEUTRALITY SUBPROGRAM

This template is a guideline only, Organizations can adapt the template to best fit their operations.

### SITE INFORMATION

Site/area name	Site/area location	Collection type <input type="checkbox"/> Routine <input type="checkbox"/> Special: _____	Collection date
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### TOTAL WEIGHT AND VOLUMES COLLECTED

Total number of Bags: _____	Weight and volumes per Bag _____/_____ Big bags (BB): _____/_____	Segregated weight in bags, BB or Kg and L or m <sup>3</sup> For recycling: _____/_____ For valorization _____/_____ For disposal _____/_____ Not sorted _____/_____
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### PARTICIPATING COLLECTORS

Name	Phone	Type (V = Volunteer, E = Employee, C= Contractor)

Name and signature of responsible person



## DAILY PURCHASE RECORD TEMPLATE FOR POTENTIAL OBP OBP NEUTRALITY SUBPROGRAM

This template is a guideline only, Organizations can adapt the template to best fit their operations.

### SITE INFORMATION

Collection name	site/area	Collection location	site/area	Collection date	Purchasing name	center
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### WEIGHT & VOLUMES PURCHASED AND INDEPENDENT COLLECTORS INFORMATION<sup>2</sup>

Independent Collector name	Phone	Weight	Volume
Daily totals			

Name and signature of responsible person

<sup>2</sup> When purchasing to Small Collectors, the Small Collectors shall provide the collection logs corresponding to the collection or purchase operations they have done.

