

DAILY COLLECTION RECORD TEMPLATE FOR SHORELINE AND WATERWAYS OBP OBP RECYCLING 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 COLLECTED

Total number of Bags: _____	Weight per Bag _____	Segregated weight in bags or BB or Kg
Big bags (BB): _____	Big bags (BB) _____	For recycling: _____
		For valorization _____
		For disposal _____
		Not sorted _____

PARTICIPATING COLLECTORS

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

Name and signature of responsible person

Pictures of before and after activity



DAILY PURCHASE RECORD TEMPLATE FOR SHORELINE AND WATERWAYS OBP OBP RECYCLING 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 PURCHASED AND INDEPENDENT COLLECTORS INFORMATION¹

Independent Collector name	Phone	Weight purchased
Daily total		

Name and signature of responsible person

Pictures of before and after activity

¹ 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 RECYCLING SUBPROGRAM

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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 COLLECTED

Total number of Bags: _____	Weight per Bag _____	Segregated weight in bags or BB or Kg
Big bags (BB): _____	Big bags (BB) _____	For recycling: _____
		For valorization _____
		For disposal _____
		Not sorted _____

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 RECYCLING SUBPROGRAM

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SITE INFORMATION

Collection name	site/area	Collection location	site/area	Collection date	Purchasing name	center

WEIGHT PURCHASED AND INDEPENDENT COLLECTORS INFORMATION²

Independent collector name	Phone	Weight purchased
Daily total		

Name and signature of responsible person

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

