

Order of priority of actions to be taken to reduce the amount of waste generated and to improve overall waste management processes. It consists of 3R's–

Reduce

Reuse

Recycle

Reduce - Some things you can do to reduce the waste

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|---|---|
| 1. Print on both sides of paper | 2. Use electronic mail |
| 3. Use cloth napkins | 4. Avoid using disposable plates |
| 5. Avoid purchasing over-packaged items | 6. Buy durable goods having long warranty |

Reuse - Reuse of some items can be

1. Old jars and pots used for storage
2. used wood can be used as firewood or woodcrafts
3. Old newspapers can be used to pack items
4. Old book and clothes can be used by others by donating them
5. Old electric equipment can be donated to schools or NGO's

Recycling -

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| 1. Buy products made of recycled materials | 2. Buy products that can be recycled |
| 3. Use recycled paper for printing | 4. Buy non-toxic products |
| 5. Invent new ways to recycle items | |

Quick Quiz

What are you doing in the following cases–Reducing, Reusing, Recycling

1. If you paint old chairs to make them look new you are _____
2. If you take your used oil to a drop off site you are _____
3. If you make a new basket from an old ice cream bucket you are _____
4. If you make 2 sided copies and print everything you can on both sides you are _____
5. If you take your old light to a drop off site you are _____
6. If you have a garage sale you are _____
7. If you donate your used clothes you are _____
8. If you make a quilt from old clothes you are _____
9. If you give invitation by internet you are _____
10. If you receive your bills through e-mail you are _____