

FOOD LOSS & WASTE EMPLOYEE ENGAGEMENT PROGRAM ROADMAP

Steps for deploying a full employee engagement program.
Detail on each step can be found on the next page.



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Descriptions of each step in an employee engagement program.

- 1 Make the Business Case:** Utilize the [Pitch Deck](#) to make the business case to leadership on the value and impact that implementing an employee engagement program will have on your organizations' food loss & waste goals. Build organizational buy-in by sharing relevant case studies with management and your team.
- 2 Learn Best Practices:** Review the [Best Practices for Employee Engagement Competitions](#) before deploying the employee engagement program within your organization. Know how to plan, implement, and ensure meeting with success on your efforts.
- 3 Ready the Organization:** You have won executive buy-in for implementing this food loss & waste initiative. Now is the time to rally the 'playmakers'—team leaders, plant & office managers, supervisors, sustainability leads, and communication heads—to build a cohesive plan for what programs to roll-out, where and when, and to coordinate the messaging, define desired outcomes, and to set metrics for success.
- 4 Deploy Educational Training:** Build workforce awareness on what is food loss & waste, why it's important, and tried-and-true strategies for reducing its impact within an organization's operations, processes and practices by leveraging the [Food Loss & Waste videos](#) that provide a systems overview of the issue as well as sector-specific mitigation strategies across the whole food chain system.
- 5 Conduct Gemba Walk(s):** Kick-off your organization's employee engagement program with the [Gemba walks](#), a continuous improvement practice. This form of employee engagement leverages the eyes, ears and innate knowledge of frontline workers as they work, ensuring a rich opportunity for gathering food waste reduction ideas. Utilize the [Continuous Improvement Resources](#) for executing this work effectively.
- 6 Roll-out Employee Engagement Competition:** After building awareness, now engage and catalyze your workforce directly around how to identify food loss & waste within your organization and operations. Leverage the [Employee Engagement Resources](#) to deploy an engaging detective-themed competition for uncovering food waste and identifying reduction opportunities.
- 7 Aggregate, Categorize & Prioritize Food Waste Reduction Ideas:** Gather all food loss & waste ideas that were identified in the Gemba walks and submitted by associates during the employee engagement competition and gather them in one place. After that ideas should be analyzed, sorted, categorized into type and level of opportunity and prioritized for future implementation. The [Continuous Improvement Resources](#) offers an [Opportunity Register](#) and [How to Use video](#) to make it easy to keep track of all the food waste reduction strategies to be pursued.
- 8 Pilot Promising Food Waste Reduction Ideas:** Focus on prioritized ideas that promise the most reduction in food waste and are straightforward to implement and consider piloting them. Build a procedure for measuring the food waste reduction idea before and after the selection is implemented. Take detailed waste measurements throughout the process. And then, analyze the data to see how significantly the idea reduced waste. Consult the [Waste Reduction Pilot Resources](#) to get started.
- 9 Repeat:** Eliminating food loss & waste is an ongoing cycle of implementation, measurement, and improvement. Consider quarterly FLW training or making it mandatory for new hires. Gemba walks quickly uncover ideas—conduct them monthly with different shifts and team members to keep strategies fresh. Employee competitions, held bi-annually or annually, are a fun and cost-effective way to maintain engagement.

LIST OF FOOD LOSS & WASTE EMPLOYEE ENGAGEMENT PROGRAM ASSETS

Find all assets and resources listed below to launch a successful food loss and waste employee engagement program on the [U.S. Food Waste Pact Employee Engagement Toolkit website](#).

Start Here

- Making the Business Case: Pitch Deck + Recorded Webinar
- Food Loss & Waste Employee Engagement Program Roadmap
- Best Practices for Employee Engagement Competitions
- Employment Engagement Toolkit Overview + Recorded Webinar

Educational Training Videos

- Food Loss & Waste: What It Is, How it Impacts People and the Planet
- Pérdida y Desperdicio de Alimentos: Qué es, Cómo Afecta a las Personas y al Planeta

Sector FLW Videos

- Reduction Strategies in the Manufacturing & Distribution Sectors
- Reduction Strategies in the Grocery Retail Sector
- Reduction Strategies in the Foodservice Sector
- Reduction Strategies in the Quick Service Restaurant Sector
- Reduction Strategies in the Hospitality Sector

Continuous Improvement Resources

- Key Elements of a Gemba Walk
- Best Practices of a Gemba Walk
- Food Waste Idea Record Form
- Instructions for Capturing Food Waste Ideas via Gemba Walk
- Food Loss & Waste Opportunity Register + Recorded Webinar

Employee Competition Resources

- Banner: Banner, Editable Banner Elements + Set Up Guide
- Posters: Editable Posters in English and Spanish + Set Up Guide
- Briefcase: Printable Elements + Set Up Guide
- Submission Slips: Printable Elements + Instructions

Waste Reduction Pilot Resources

- Guide for Piloting a Food Waste Reduction Idea
- Waste Audit Signage in English and Spanish

Case Studies

- Enhancing Employee Engagement in Retail Food Waste Reduction
- Aramark Foodwise (*coming soon*)
- Bob's Red Mill
- Dole (*coming soon*)
- Fresh Del Monte
- Land O' Lakes / Kozy Shack