December 6th, 2019

John Smith

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Jason Wolting

Waste Reduction Supervisor

University of Victoria

PO Box 1700 STN CSC

Victoria, BC V8W 2Y2

Dear Mr. Wolting,

Please accept our feasibility report on introducing an educational sustainability program at UVic, which includes a full evaluation of current problems and a final recommendation. We believe our solution will aid in increasing UVic’s landfill diversion rate and decreasing the amount of plastics on campus.

The problem we addressed concerns the lack of knowledge the campus community has on recycling and waste reduction. If this is not resolved, there will continue to be an absence of community awareness and participation in waste reduction initiatives. We investigated the feasibility of implementing an educational sustainability program that will teach the campus community proper recycling and waste reduction techniques and will inform them of current issues in the recycling industry. Our recommended solution has the potential to decrease the amount of plastic on campus and increase the landfill diversion rate at UVic.

After reading our recommendation… If you have any questions or concerns regarding our report, do not hesitate to contact us so we can discuss it further. Thank you for considering our recommendation, we look forward to hearing from you.

Sincerely,

John Smith