



Creative Business Solutions

Black Book
Acme Systems Ltd.

Disclaimer of Liability

All information contained herein is subject to the following disclaimer of liability. Creative Business Solutions Limited("CBS") is not liable for any damages resulting from the use of information contained in this report("Black Book").

- 1.) Any projections listed are only projections based on past results and do not guarantee future performance.
- 2.) CBS has done it's utmost to ensure that all figures are true and representative. However CBS is not liable if the figures quoted are incorrect.
- 3.) All recommendations are just that, recommendations, and are to be checked before any action is taken based upon them. CBS will not be held liable if the recommendations are not satisfactory or do not produce the expected result.
- 4.) CBS has been commissioned to produce a Black Book for the company listed on the front cover to identify potential cost saving measures. CBS has, to it's knowledge, completed this task. While CBS are not liable if this Black Book is not satisfactory, CBS will, at it's sole discretion, refund or otherwise make amends to any reasonable concern raised with CBS.



Creative Business Solutions

09 950 4661

www.cbslimited.co.nz

Process Streamlining Rubbish

Current Process:

1. Move full bin liners from bins into council rubbish bags
2. Place council bags on kerbside for collection

Resources Used: 1 bin liner, 1 council rubbish bag

Steps: 2

Est. Time Taken: 5 minutes

Process: Rubbish

Cycle:

Full Rubbish Bin —————▶ **Council Rubbish Bag** —————▶ **Kerbside**

Bin liner removed from rubbish bin and placed in council bag.

Council rubbish bag placed on the kerbside after being tied off.

Alternative

Suggested Changes:

1. Use the council bags as bin liners

Suggested Process:

1. Remove full council rubbish bags from bins onto kerbside

Resources Saved:

- 196 bin liners per year
- 6.5 hours per year

Cost to implement: \$0.00

Est. Savings: \$198.26/pa

Resources Used: 1 council rubbish bag

Steps: 1

Est. Time Taken: 3 minutes

Process: Rubbish

Cycle:

Full Rubbish Bin —————▶ **Kerbside**

Council bag removed from rubbish bin and placed on kerbside.



Creative Business Solutions

09 950 4661

www.cbslimited.co.nz