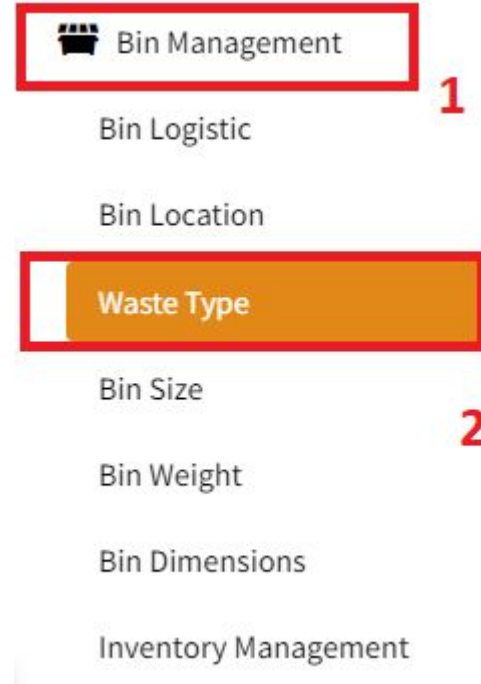


## **Waste Vantage Training Guide: How to Add and Edit Waste Types**





In Waste Vantage, waste types are used to categorize and manage different types of waste handled in your operations. This guide will walk you through the steps to add new waste

## Step 1: Access Waste Type Management

1. On the left-side menu, choose Bin Management.
2. Click on Waste Type.



## Waste Type

Name	Category	Unit	Extra Quantity	Description	Status	
Green Waste	skip bin	Metre3	Yes	-	Active	 
Masonry	skip bin	Metre3	Yes	-	Active	 

[Add Waste Type](#)

1

### Add New Waste Type

Back to list

Category

-- Select Category --











Unit

Extra Quantity











☐ Yes ☐ No

Description

Description Allowed

Description Not Allowed

Submit

## Step 2: Add a New Waste Type

1. To add a new waste type, click on the Add Waste Type button.
2. Fill in the form with the necessary details for the new waste type.
3. Once complete, click the Submit button to save the new waste type.

## Waste Type

[Add Waste Type](#)

Name	Category	Unit	Extra Quantity	Description	Status
Green Waste	skip bin	Metre3	Yes	-	Active
Masonry	skip bin	Metre3	Yes	-	Active

### Edit Waste Type Green Waste

[Add Waste Type](#)

Waste Type Name

Unit

Extra Quantity  
☒ Yes  
☐ No

Description

Allowed Waste

Not Allowed Waste

☒ Active  
☐ Default





[Submit](#)

## Step 3: Edit an Existing Waste Type

1. To edit a waste type, click the pencil icon next to the waste type you want to modify.
2. You can change the details or uncheck the Active Status to mark it as inactive.
3. After making changes, click Submit to save them.

## Waste Type

[Add Waste Type](#)

Name	Category	Unit	Extra Quantity	Description	Status	
Green Waste	skip bin	Metre3	Yes	-	Active	 
Masonry	skip bin	Metre3	Yes	-	Active	 

### Step 4: Delete a Waste Type

1. To delete a waste type, click the trash icon next to the waste type you wish to remove.