



APCO ACTION PLAN 2023

Governance Strategy

This criteria considers actions to integrate packaging sustainability into business strategies.

- Develop a strategy that includes goals for packaging sustainability that addresses the Sustainable Packaging Guidelines (SPGs) or equivalent.
- Include a commitment to the 2025 National Packaging Targets and aim to integrate it within business processes.
- Communicate and promote packaging sustainability objectives and targets within your organisation and to external stakeholders (suppliers, final consumers, community groups etc.).

Save and Continue

Design Procurement

This criteria considers actions taken to ensure that sustainability principles are considered in the design or procurement of both new and existing packaging through use of the Sustainable Packaging Guidelines (SPGs).

- Use the Sustainable Packaging Guidelines to review our packaging to identify opportunities for improvement.
- Record the outcomes of reviews or packaging using the Sustainable Packaging Guidelines so that any team member can refer back to them in future and for auditing purposes.

% Conduct packaging reviews using the SPGs for **X**% of our packaging.

Save and Continue

-Note_ Percentage reporting changed to 10%

Recycled Content

This criteria considers actions taken to increase or optimise the amount of recycled material used by your organisation.

- Develop a policy or procedure to buy products and/or packaging made from recycled materials.

Aim to use recycled materials in any packaging where this is feasible, including:

- Primary packaging
- Secondary packaging
- Tertiary packaging

Save and Continue

Recoverability

This criteria considers actions taken to improve the recovery of packaging at end-of-life and increase the use of reusable packaging.

- Investigate whether all of our packaging is recyclable at end-of-life and identify any gaps and opportunities for greater reuse or recycling.

Save and Continue

Labelling

This criteria considers the extent to which packaging has been labelled to help consumers determine what to do with packaging at end-of-life.

- As packaging is updated or refreshed, add on-pack information for consumers on recyclability or correct disposal.

Save and Continue

On Site Waste

This criteria considers progress in towards increasing the amount of on-site solid waste being diverted from landfill.

- Develop a system to collect and recycle used packaging generated at our facilities.

Save and Continue

Problematic Materials

This criteria considers the extent to which organisations are actively phasing out problematic and unnecessary single-use plastic packaging and preventing/reducing litter.

Undertake the following to help reduce the impact of litter:

- Conduct regular clean-ups on-site
- Plan to participate in Business Clean-Up Day
- Look for opportunities to redesign packaging to eliminate components that may have the propensity to become litter
- Other (please specify)

Please specify

For point 1) a) We engaged Suez to collect all waste material for proper disposal of all waste. b) We have a contractor for office cleaning c) we have a contractor who looks after the garden, driveway and the lawn 3) all employees are provided with a recycling box for all waster paper material
For point c) Shrink wrapping on some A4 Labels was removed to minimise the use of plastic

Save and Continue

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For point c) Shrink wrapping on some A4 Labels was removed to minimise the use of plastic and the project to remove shrink wrapping on all A4 labels is on-going and will continue to report in the future)Note: This section must be added to the above 'Problematic Materials'