



# Australian Packaging Covenant

*Smarter Packaging, Less Waste, Cleaner Environment*



Signatory Name: Jasco Pty Ltd

Status: Completed

The content in this APC Annual Report is hereby endorsed by the Chief Executive Officer, or equivalent officer of the organisation.

Yes

**Industry sector (please select 1 only):**

- Brand Owner / Wholesaler / Retailer
- Packaging Manufacturer
- Waste Management
- Other - Commercial Organisation
- Community Group
- Industry Association
- Government
- Raw Material Supplier
- Other:

**Industry type (please select 1 only):**

- Food & Beverage
- Pharmaceutical / Personal Care / Medical
- Hardware
- Homewares
- Communications / Electronics
- Clothing / Footwear / Fashion
- Chemicals / Agriculture
- Fuel
- Large Retailer
- Tobacco
- Shipping Company
- Airline
- Other:

## PART A – Signatory progress in reaching goals and targets of the Covenant

This section refers to signatory progress against Covenant KPIs. The data from this section will be aggregated across all signatories on an annual basis, and will enable the APC to assess overall progress against Covenant Goals and KPIs, and those of its own Strategic Plan. You can include any particulars relevant to your sector in Part B.

Please indicate your organisation's reporting period:

- Financial Year: 1 July 2010 – 30 June 2011
- Calendar Year: 1 January 2011 – 31 December 2011

### Goal 1: Design - optimise packaging to use resources efficiently and reduce environmental impact without compromising product quality and safety.

#### KPI 1: % of signatories with documented policies and procedures for evaluating and procuring packaging using the SPG's or equivalent

1. Does your company have documented policies and procedures for evaluating and procuring packaging using the SPG's or equivalent?

Yes

No

#### Definition of Packaging Type

*Reporting of the proportion of packaging reviewed using the Sustainable Packaging Guidelines, whether existing or new, need not be individual SKU or products. Signatories can review – and report on their review – by grouping their packaging into different types if this is more effective and efficient. Grouping into 'types' can be by individual products (SKU's), or by related packaging / products, e.g. by type of material used (paper/ cardboard, plastic, glass, metals...), by brands, by packaging manufacturer, or by some other category which makes sense in their own design and production processes. Reporting the number or percentage reviewed should be by 'Type' as defined by each signatory's own practices, and each signatory is free to decide how to do this. A manufacturer with a small number of products might review each package independently, with each considered a unique 'type'. A large manufacturer with many products may group them for review by looking at each material type, or may review each brand or range of products in turn, or may have different packaging suppliers and work with each in order. In both cases, the reporting should simply be by the 'types' of packaging that have been reviewed.*

2. Of the types of packaging **existing** at the beginning of the reporting period, what percentage had been reviewed using the Sustainable Packaging Guidelines (SPG) by the **end** of the reporting period?

20 %

3. Of the **new** types of packaging introduced during the reporting period, what percentage has been reviewed using the Sustainable Packaging Guidelines (SPG) by the **end** of the reporting period?

20 %

4. Describe (other?) outcomes achieved using the SPG in regard to:

*Please indicate even if you have done nothing in this area*

a) *Avoiding or minimising the use of materials and other resources*

Jasco has contacted the supplier of the product we chose to review for this first Sustainable Packaging Guidelines review. We advised that we have new reporting obligations under the Sustainable Packaging Guidelines. Our suppliers were informed of the purpose of these new requirements and the level of data required from their packaging manufacturers.

We have also contacted suppliers and internal parties to advise if they have checked on the possibilities of a reduction in the materials used in the packaging.

We have also requested suppliers input to the process of minimising the use of materials and other resources.

b) *Optimising recyclability and recycled content*

Our current packaging is 100% recyclable so there is not much improvement to be made on this particular packaging type.

c) *Reducing litter impacts*

Jasco supply office stationary and equipment for the home, the home office and for commercial use and it is very unlikely that our packaging will end up in the litter stream.

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**Goal 2: Recycling - efficiently collect and recycle packaging.**

**KPI 3: % signatories applying on-site recovery systems for used packaging**

5. Do you have on-site recovery systems for used packaging?

- Yes at all facilities/ sites
- Yes at some, but not all facilities/ sites
- No

6. Describe what types of packaging materials are collected and recycled on-site

Jasco recycle all cardboard and plastics arising on our premises.

Goods inwards boxes are reused to pack outgoing orders wherever possible.

Our offices recycle paper and cardboard, as well as printer cartridges.

7. Actual: Describe what progress (since the beginning of the reporting period), if any, has been made in collecting and recycling materials on-site

Jasco has always recycled any materials where possible in order to divert them from our general waste stream.

There have been no significant changes during the reporting period as we were already achieving a high percentage of recycling.

Jasco will avail of any opportunity that arises that allows us reduce our general waste and improve our overall environmental footprint.

**KPI 4: Signatories implement formal policy of buying packaging made from recycled products**

8. Does your company have a formal policy of buying packaging made from recycled products?

- Yes
- No

9. Is this policy actively used?

- Yes
- No

### **Goal 3: Product Stewardship - demonstrate commitment by all signatories**

#### **KPI 6: % signatories with formal processes to work collaboratively on packaging design and / or recycling.**

11. Does your company have formal processes in place for collaborating with other companies or organisations on improved packaging designs and/or recycling which aims to reduce or eliminate waste?

Yes       No

12. Briefly describe how your company collaborates with other companies or organisations to improve packaging designs and/or recycling

Jasco continues to be involved wherever feasible with our products' packaging design and procurement. As a distributor of a third party global product it is difficult for us to have any direct involvement with suppliers in the design and layout of each individual product's packaging.

Our first Sustainable Packaging Design audit was focused on our plastic packaged Stabilo Highlighters, and we have requested our suppliers to assist in this audit through the completion of the relevant areas of the Sustainable Packaging Guidelines review checklist that we have developed for use over the course of the next five years. Our main focus with our overseas suppliers will be to gather information in the areas of material minimisation and use of recycled content.

13. Briefly describe what progress, if any, has been made to improve packaging designs and/or recycling

Jasco have requested our waste contractor assist in the preparation of a baseline of our information for our warehouses and benchmarking against similar facilities.

This will become part of our procedures going forward.

In relation to recycling, our office operations separate and segregate our waste for recycling.

#### **KPI 7: % signatories showing other Product Stewardship outcomes**

14. Since the beginning of the reporting period, has your company had any other outcomes related to product stewardship?

Yes       No

#### **KPI 8: Reductions in packaging items in the litter stream**

16. Briefly describe what measures, if any, have been implemented to reduce litter.

Jasco's products are removed from their packaging in the commercial or household environment where suitable recycling systems are available. Our packaging is not part of the litter stream.

#### **General**

17. Please provide details of any special circumstances or additional information that will help us interpret this report (you may include links to your website showing any case studies or relevant information).

Jasco distributes a range of well known global brands of office stationary and art materials. The majority of these products are supplied to distributors throughout the world in the same packaging specification.

Therefore , Jasco have very little opportunity to influence the packaging on the products we supply, other than to dispose of the secondary packaging in a responsible manner through onsite recycling.

We have endeavoured to contact our suppliers and advise of our requirements under the Australian Packaging Covenant and we will update our Sustainable Packaging Guidelines file with any responses we receive from our suppliers.

## PART B – Your annual performance

This section will ask you for additional data on your progress made during this reporting period against the annual targets you have set for each of the Covenant KPIs. The data you provide in Part B will be used to determine your performance rating. Here we are looking at your achievements in changes to packaging outcomes rather than processes (e.g. **15 tonnes** of material diverted from landfill rather than a **process** in place to investigate or actually divert waste from landfill). Please use this section to highlight any particulars that you think are relevant about your industry and sector and we will take this into account in the performance rating.

### Goal 1: Design

#### KPI 1: % of signatories with documented policies and procedures for evaluating and procuring packaging using the SPG's or equivalent.

*Please enter your targets for this year or milestones in your plan and the extent to which they were achieved.*

Please indicate your progress this year towards achieving your annual targets and milestones for KPI 1

	Target: What were your annual targets for the reporting period?	Actual: What did you achieve?
1.	Liaise with product suppliers in relation to information requirements under the Sustainable Packaging Guidelines.	Achieved. A full SPG audit review of packaging on our product packaged in Type One plastic was carried out and the resulting communication from suppliers will be reviewed as part of our ongoing Sustainable Packaging Guidelines process.
2.	Implement adequate audit procedures and tools to record the results of the SPG reviews.	Jasco are implementing a centralised database for all information pertaining to our APC obligations.

### Goal 2: Recycling

#### KPI 3: % signatories applying on-site recovery systems for used packaging.

*Please enter your targets for this year or milestones in your plan and the extent to which they were achieved.*

Please indicate your progress this year towards achieving your annual targets and milestones for KPI 3

	Target: What were your annual targets for the reporting period?	Actual: What did you achieve?
1.	Document baseline recycling information for onsite packaging waste.	Jasco has requested that our waste services provider assist Jasco in the process of preparing a baseline for all our waste streams and locations and we aim to have this completed and included in our SPG audit file in the current reporting period.
2.	Document baseline recycling information for office waste recycling.	Achieved: Office Waste in Jasco is included in the main waste stream tonnages with the addition of ink cartridges and office paper.

#### KPI 4: Signatories implement formal policy of buying packaging made from recycled products.

*Please enter your targets for this year or milestones in your plan and the extent to which they were achieved.*

Please indicate your progress this year towards achieving your annual targets and milestones for KPI 4

	Target: What were your annual targets for the reporting period?	Actual: What did you achieve?
1.	Examine the possibility of introducing a Buy Recycled Policy.	Jasco have a draft sustainable packaging purchasing policy and this will be reviewed during the current reporting period.

### Goal 3: Product Stewardship

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#### KPI 6: % signatories with formal processes to work collaboratively on packaging design and / or recycling.

*Please enter your targets for this year or milestones in your plan and the extent to which they were achieved.*

Please indicate your progress this year towards achieving your annual targets and milestones for KPI 6

	Target: What were your annual targets for the reporting period?	Actual: What did you achieve?
1.	Contact suppliers to determine their role in completing our Sustainable Packaging Guidelines.	Our Sustainable Packaging Guidelines audit process identifies and engages with all our partners in packaging in relation to the specific areas they can assist with the SPG audit process.
2.	Implement Questionnaires into purchasing policies.	This will be addressed in the current reporting period.

#### KPI 7: % signatories showing other Product Stewardship outcomes.

*Please enter your targets for this year or milestones in your plan and the extent to which they were achieved.*

Please indicate your progress this year towards achieving your annual targets and milestones for KPI 7

	Target: What were your annual targets for the reporting period?	Actual: What did you achieve?
1.	Engagement with third parties to reduce our environmental impact.	Jasco has engaged a waste contractor to assist in the management of our waste and to record our information in a manner which maximises the removal of all recyclable materials from the waste stream.

#### KPI 8: Reductions in packaging items in the litter stream.

*Please enter your targets for this year or milestones in your plan and the extent to which they were achieved.*

Please indicate your progress this year towards achieving your annual targets and milestones for KPI 8

	Target: What were your annual targets for the reporting period?	Actual: What did you achieve?
1.	No targets regarding the litter stream.	No targets regarding the litter stream

## PART C – Your Experiences

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Please use the fields below to share with us any achievements, good news stories or areas of difficulty in making progress against your plan and the Covenant Goals and KPIs. Provide as much detail as you feel is appropriate.

### 24. Key achievements or good news stories.

Jasco's chosen product range arrives in our warehouses in a recyclable cardboard box, which is either reused for outward deliveries or placed in our recycling bin for collection by our waste contractor. The primary packaging on the product is a type 1 plastic that is removed from the product either in the household, where it enters the kerbside recycling system, or in commercial premises where it can be disposed of in their commercial waste streams.

The packaging has no components that have a negative affect on the recycling of the product, and tightly surrounds the product with no excess packaging other than a hangtag that is also type 1 plastic. We believe this level of recycled and recyclable material in our initial product for review demonstrates our manufacturers efforts to minimise the environmental footprint of the product reviewed under the Sustainable Packaging Guidelines.

### 25. Areas of difficulty in making progress against Covenant KPIs.

Jasco supply a range of stationary products. These are packaged in a global market for global consumption, removing the opportunity for localisation of information on the packaging, or in the make up of the packaging. In order to manage our SPG obligations we have utilised third party software to assist in collating the required information under the Sustainable Packaging Guidelines. Our SPG file on each product range will be an iterative process over the course of the Packaging Covenant, regularly updated for developments in the packaging specifications.

### 26. Any other comments.

N/A