Signatory Name: Adnohr Marketing Pty Ltd

The question numbers in this report refer to the numbers in the report template. Not all questions are displayed in this report.

Status: Complete

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

☑ Yes

5. **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:

6. **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: Jewellery Wholesaler

7. Please indicate your organisation's reporting period:

- ◉ Financial Year: 1 July 2014 – 30 June 2015
- ◯ Calendar Year: 1 January 2015 – 31 December 2015

Goal 1: Design

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

9. Does your company have documented policies and procedures for evaluating and procuring packaging using the SPGs or equivalent?

    ○ Yes   ◉ No

10. 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?

    | 90 | %

11. Have any new types of packaging been introduced during the reporting period?

    ○ Yes   ◉ No

12. If yes, of the **new types of packaging introduced during the reporting period**, what percentage have been reviewed using the Sustainable Packaging Guidelines (SPG) by the end of the reporting

    | | %

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

	Target: According to your Action Plan, what did you set out to do?	Actual: What did you achieve?
1.	Optimise packaging through efficiency with the aim to reducing the environmental impact.	This review process is ongoing both in Australia and overseas. Whilst reviewing manufacturers for their product suitability I review their plating, packaging and manufacturing processes plus look at the effect on the packaging required to have their products delivered to our warehouse. I determine the style and quality of packaging that is used in the transportation of the products that we buy as per the SPG guidelines. Products with an overseas origin are packaged in recycled cardboard cartons. We have not introduced any new packaging or new style products in our ranges within this reporting period.

14. Describe any constraints or opportunities that affected performance under this KPI

    Often Australian products are not packaged and are picked up by our company in our own transport to save on excess packaging. Where products are delivered within Australia and require packaging we either supply the packaging as we can store and re use this packaging within our business or we determine the packaging as per the SPG guidelines.
    We are still using up some old stationery from previous years.
    ?As we have not introduced any new style products within this reporting period we have maintained our bulk and finished goods packaging from previous reporting periods.

Goal 2: Recycling

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

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

   ⦿ Yes at all facilities/ sites

   ○ Yes at some, but not all facilities/ sites

   ○ No

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

	Target: According to your Action Plan, what did you set out to do?	Actual: What did you achieve?
1.	Endeavour to maintain a high percentage of recycled packaging within our business.	We have continued with our recycling focus on our bulk packaging from our overseas and Australian suppliers. Currently 99% of our bulk cartons used to deliver our goods are made from recycled material. Our packaged retail goods are packaged in virgin material to best display our jewellery products. All of our overseas FCL and LCL deliveries are now made using recycled plastic pallets as these can be readily reused in our warehouse and sent to our customers with their large deliveries.

17. Describe any constraints or opportunities that affected performance under this KPI

> Whilst we always specify that our suppliers deliver in recycled materials, this cannot be guaranteed 100% of the time.
> Currently our packaged retail goods are packaged in virgin material as our jewellery products need to be shown in the clearest of packaging which is not achievable using recycled materials.
> All FCL and LCL deliveries are made using recycled plastic pallets as they are longer lasting and there is no danger of harmful fumigation chemicals required at the entry into Australia.
> Where possible we are sending our packaging to local suppliers to use for our bulk goods as we can often re-use these cartons for storage etc.

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

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

   ○ Yes   ⦿ No

   Please explain why not

> Adnohr Marketing does not have a formal policy as I do all of the product ranging and set up so I do this at the time of implementation and purchase.

19. Is this policy actively used?

   ○ Yes   ○ No

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

	Target: According to your Action Plan, what did you set out to do?	Actual: What did you achieve?
1.	Endeavour to find means to educate our customers on the benefits and appropriate means of using and recycling of used packaging.	No activities undertaken at this stage

21. Describe any constraints or opportunities that affected performance under this KPI

> No activities undertaken at this stage but I plan to add a section to our website.

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

22. 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

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

	Target: According to your Action Plan, what did you set out to do?	Actual: What did you achieve?
1.	No plan in our original Action Plan	We do not have formal policies for our purchase of bulk goods as I make the purchase decisions on all products. We do have policy / agreements in place with our external suppliers of our waste and recycling plus our sanitary waste collection in the form of customer / supplier agreements and their terms and conditions.

24. Describe any constraints or opportunities that affected performance under this KPI

   I do not see the need to put in place a policy on this KPI as I make all of the purchase decisions and determine all of the product specifications for the business.
   If this situation changes I can look into the instigation of a policy.

KPI 7: % signatories showing other Product Stewardship outcomes.

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

	Target: According to your Action Plan, what did you set out to do?	Actual: What did you achieve?
1.	No plan in our original Action Plan	Last year we instigated that all drivers of company cars use E10 fuel. This proved more difficult as some drivers did not want to use E10. Now 100% of NSW drivers with company vehicles use E10. Victorian and WA drivers do not use E10 is it is not readily available. 100% of toner and printer cartridges continue to be recycled using "save the planet" although this is not a very user friendly service to use.

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

   ○ Yes   ◉ No

   If yes, please give examples of other product stewardship outcomes

27. Describe any constraints or opportunities that affected performance under this KPI

   To date we have not promoted this KPI to our external customers due to lack of time but we will add some information to our web site in the future.
   Unless we receive feedback from our consumers we will find it difficult to report on this KPI.

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

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

	Target: According to your Action Plan, what did you set out to do?	Actual: What did you achieve?
1.	Instigate Office / Kitchen waste program	100% of offices and workstations have dedicated paper recycling bins. These bins are emptied each week into the Sita / Suez cardboard and paper recycling bin. 100% of all kitchen recyclable waste is placed into the dedicated kitchen recycling bin.These bins are emptied fortnightly into the council recycling pick up.

29. Describe any constraints or opportunities that affected performance under this KPI

No constraints regarding this KPI as 100% of staff members have a adopted this process and it works very well. It would be a difficult proposition to have our packaging tell the packaging reduction story as our products and packaging are so small.

Your Experiences

This section lets you share with us any achievements, good news stories and areas of difficulties in making progress against your plan and the Covenant goals and KPIs.

30. Key achievements or good news stories

I believe that most of our employees have demonstrated a willingness to participate in the Adnohr APC KPI's and this has been demonstrated by the success of the kitchen recycling and the office recycling program plus most peoples willingness to adopt our cardboard recycling program.

31. Areas of difficulties in making progress against your plan, Covenant goals or KPIs

I believe that if the Adnohr employees fail to meet the Adnohr APC KPI's it is generally a lack of convenience and or laziness that can creep into the working week. Although I do try to keep an eye on what is going on within our organisation and if I see things that look a little difficult then I try to improve on our processes.

	Covenant Performance Goals	Actions	Responsibility	Baseline Data	Target or Performance Goal	Timeline or Milestones (MM / YY)
DESIGN						
KPI 1	Ensure sustainability of packaging has been considered as part of the product development.	Access all new packaging components and accessories with the view to meeting packaging sustainability guidelines.	Adnohr Marketing technical and logistics team.	N/A	100% of new packaging is assessed.	Assess all new packaging from October 2013.
KPI 1	Identify and implement sustainable packaging options where practical/viable.	Access existing packaging components and accessories with the view to meeting packaging sustainability guidelines.	Adnohr Marketing technical and logistics team.	No current baseline data available.	Identify all major packaging types and where appropriate recommend more sustainable packaging.	Group all product by packaging type and classification for review October 2013.
KPI 1	Collect data to ensure informed decisions.	Quantitative annual report on packaging types.	Adnohr Marketing technical and logistics team.	Use Adnohr Marketing 2013 National Packaging Covenant data as a baseline.	Annual report detailing progress made.	Report delivered by the 31st March each year.

	Covenant Performance Goals	Actions	Responsibility	Baseline Data	Target or Performance Goal	Timeline or Milestones (MM / YY)
RECYCLING						

KPI 3	Maximise warehouse, distribution and office recycling.	Implement new cardboard recycling systems in warehouse, distribution and office environment.	Adnohr Marketing Distribution.	Use Adnohr Marketing 2013 National Packaging Covenant data as a baseline.	Implement new cardboard recycling systems in warehouse, distribution and office environment in 2014.	Annual report 31st March each year.
KPI 3	Endeavour to make other packaging improvements in areas as well as cardboard.	Quantitive annual report of onsite recycling to help drive improved recycling in warehouse, distribution and office environment.	Adnohr Marketing technical and logistics team.	Use Adnohr Marketing 2013 National Packaging Covenant data as a baseline.	Annual report on quantities to help drive increased recycling.	Annual report 31st March each year.
KPI 3	Endeavour to implement recycling of food packaging from staff kitchens.	Set up recycling bins in Adnohr kitchens.	Adnohr Marketing technical and logistics team.	Currently no recycling systems in place. This will need to be a new initiative.	Investigate and implement most suitable options for recycling waste in Adnohr kitchens.	Determine options and implement by December 2013.

Covenant Performance Goals	Actions	Responsibility	Baseline Data	Target or Performance Goal	Timeline or Milestones (MM / YY)
PURCHASING RECYCLED PRODUCTS					

KPI 4	Endeavour to reduce the use of new materials by supporting the primary suppliers focused on recycling products.	Maintain our current policy of purchasing our shipping cartons made from recycled products.	Purchasing.	Use Adnohr Marketing 2013 National Packaging Covenant data as a baseline.	Maintain our current policy of purchasing our shipping cartons made from recycled products.	Annual report 31st March each year.
KPI 4	Endeavour to reduce the use of new materials by supporting the primary suppliers focused on recycling products.	Endeavour to move towards all Adnohr shipping cartons being made from recycled products.	Purchasing.	Use Adnohr Marketing 2013 National Packaging Covenant data as a baseline.	Investigate and implement opportunities to utilise recycled packaging.	Determine baseline by December 2013 and report 31st March 2014.
KPI 4	Endeavour to purchase recycled products to support recycling industry.	Investigate higher use of recycled office stationery products.	Purchasing.	Determine baseline by October 2013.	Identify current company practices and implement changes where warranted and practicle.	Determine options and implement by December 2013.

Covenant Performance Goals	Actions	Responsibility	Baseline Data	Target or Performance Goal	Timeline or Milestones (MM / YY)
PRODUCT STEWARDSHIP					

KPI 6	Identify and Implement sustainable packaging options where practical/viable.	Work with our primary suppliers and internal logistics team to implement sustainable packaging where practical/viable .	Adnohr Marketing technical and logistics team.	Use Adnohr Marketing 2013 National Packaging Covenant data as a baseline.	Implement sustainability improvements as made available from external primary suppliers, technical and logistics team.	Bi-annual meetings with our external primary suppliers, technical and logistics team.
KPI 7	Identify and implement sustainable packaging options where practical / viable. Encourage customer recycling and re-using. Work with Sita and Ryde Council to implement better recycling options.	Provide customer education on benefits of re-using and recycling packaging. Advise customers via news letters and web site when implemented.	Adnohr Marketing technical and logistics team.	N/A	Annual review and updated information on new Adnohr Marketing web site when implemented.	Annual report 31st March each year.

| KPI 8 | Reduce litter | Provide education to encourage litter reduction. Provide better rubbish and recycling receptacles in work and leisure areas. | Adnohr Marketing technical and logistics team. | N/A | Annual review and updated information on new Adnohr Marketing web site when implemented. | Annual report 31st March each year. |