Repak Membership - Introduction

Compliance with Packaging Regulations

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About Repak Membership

- Introduction to Repak & EU Regulations

- Membership Benefits & Scheme Rules

- Invoicing, Submission Dates & Fee Rebate

Statistical Training for Packaging Returns

- Membership Checklist -Training Report Generated

- Shared Responsibility

- Packaging Terminology

- Guidance on Materials & Back Door Packaging Waste

- Contract Packing Reporting

- Report Form – Understanding Layout

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Post Training Report

New/Joining members - following the training a post training report will be emailed to attendees including notes from discussion outlining:

- Membership Checklist.
- Business Activity in the ROI.
- Guidance on where you report on the Repak form.
- Next Steps to progress a submission for review and approval.

Existing members – a post training email will be emailed with links to resources and a copy of the training presentation on the Repak website.

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Introduction to Repak

Repak was set up in 1997 to help Member businesses meet their _legal obligation_ to recycle the packaging they place on the Irish market.
We have over 3,400 Members, whose fees fund household recycling bins, bottle banks, civic amenity sites and business back-door waste nationwide.

88% recyclable

Over the past 20 years, Repak has grown from a 'compliance scheme' to a leading environmental organisation that has helped transform the recycling landscape in Ireland, providing credible knowledge and expertise to many stakeholders on packaging waste, while supporting our Members.

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Benefits of Membership

- ✓ **Account Manager**
- ✓ **Members' Plastic Pledge**
- ✓ **Prevent & Save Programme**
- ✓ **Packaging & Design Guide for the Circular Economy**
- ✓ **Back Door Waste Audit**
- ✓ **Access to a Packaging Technologist**
- ✓ **Free Member Webinars & Statistical Return Training**
- ✓ **Annual Pakman Awards**

Further information and access to marketing resources available at the *Members Media Hub* on the Repak website.

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EU Packaging & Packaging Waste Directive

The EU Packaging & Packaging Waste Directive requires the recovery of specified packaging waste, imposing obligations and declaration responsibilities on all Major Producers.

Major Producers are :
- Businesses that have an annual turnover greater than €1m (ex VAT);
- and who place/supply 10 tonnes* of Packaging Material, Packaging or Packaged products on to the Irish market.

   * DRS tonnes, Contract packing activities and Consignment activities contribute towards the 10 tonne threshold.

   An up-to-date list of Repak Members can be found on our *website*.

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Contract Packing Activities

A business is a 'Contract Packer' if they engage in any of the following activities in ROI –

- Manufacture and/or pack goods for another ROI business
- Pack or repack goods on behalf of another ROI business
- Provide 3rd Party Logistics fulfilment services in ROI (Warehousing + pick/pack)
- Contract Manufacture for another ROI business
- Apply packaging to goods In ROI that they do not own

2 types: - You own the brand and have goods packed by another ROI business

               - You provide contract packing services

Note: Where contract packing activities take place outside ROI the Importer has the reporting obligation*.

        * This is dependent on specific circumstances and dealt with on a case by case basis.

        Contract Packing covered in more detail later in presentation.

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Repak Scheme Rules

As part of the Application & Registration Process each member signs and agrees to operate within the Repak Scheme Rules.

Scheme Rules - key points to note:
- Submission of bi-annual packaging data on time (21st August + 21st February).
- Payment of invoices on time (30 days).
- Retention of records (7 Years).
- Submissions are sole basis of invoice (subject to minimum fee).
- Based on self-certification and subject to Audit by Repak.

Repak may revoke a membership account if any of the above criteria are not provided to Repak in line with the membership terms and conditions.

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Repak Scheme Rules

Packaging returns submission dates.

- Half 1 January-June statistics submitted by 21st August each year.
- Half 2 July-December statistics submitted by 21st February of the following year.

Invoicing.

- Two invoices issued per year in January (Half 1) & July (Half 2).
    - Half 1 2023 Membership fees are based on Half 1 2022 packaging data
    - Half 2 2023 Membership fees are based on Half 2 2022 packaging data

Payment terms.

- 30 days from date of invoice.
- Supplier Set-up Forms must be provided if required.
- PO numbers must be supplied if required.

Reporting Packaging Weights.

- Report in Metric Tonnes (1,000kg) and to 3 Decimal Places (nearest kg).

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Making your first Repak Return

New members joining will be required to:

- Gather their packaging data for the previous calendar year.

- Use the Repak Packaging File provided to complete their first return
  - Further support is available to help input data.

- Submit the packaging return within 4-6 weeks following training.

Registration & Compliance is only achieved once all data is submitted and invoices are paid.

Certificates of Compliance are issued when the joining account is up to date.
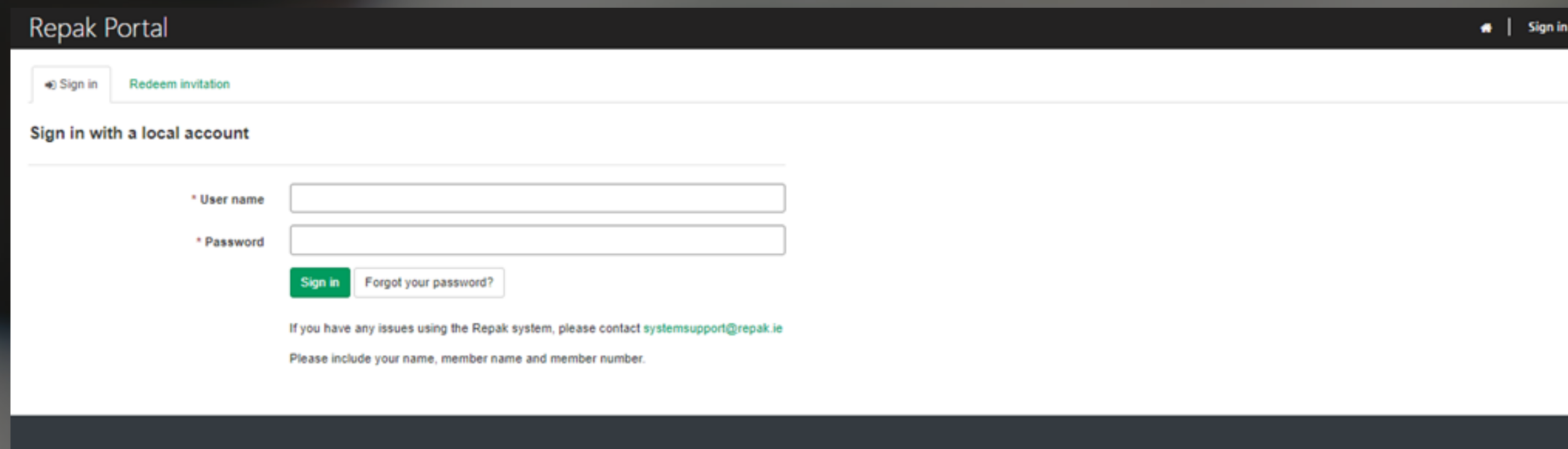
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Reporting Portal – making your packaging submissions.

Repak will send you an email inviting to you set up login credentials for the reporting portal.
- Click on the link in the invitation email to set up your Username and Password.
- 2FA enabled - when you enter your username & password a 6-digit code is emailed to you.
- Preferred browsers are Google Chrome and Microsoft Edge.

Repak Portal https://repaklive.powerappsportals.com/rols/

Full support is available to assist in accessing the portal and submitting your packaging data.

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Eco Fee Modulation for Packaging

- **Eco fee modulation – part of the EU Waste Framework Directive.**
  - One of the key tools is the Eco-modulation of Extended Producer Responsibility (EPR) fees.

- **Linked to net cost of waste management and will change depending on these costs.**
  - Eco-modulation of fees introduced to improve the recyclability of and to incentivise the eco-design of products.

- **Net cost of handling materials that are not recycled is higher than for materials that are.**
  - From a packaging perspective, under Eco fee modulation, non-recyclable packaging will command higher EPR fees than packaging materials that are recyclable across Europe to schemes such as Repak.

- **Eco fee modulation is fully rolled out for Plastic & Composite packaging and in progress for all other packaging materials.**

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Fee Rebate

Fee Rebates were introduced in 2015 and details are communicated from the Membership Department each half year depending on Repak's financial performance.

Regular members qualify for each Rebate by:
- Submitting packaging statistics on time (by 21st August & 21st February).
- Paying the corresponding invoice on time i.e. 30 days from invoice date.
- Having bank account details registered on the member portal.

The Rebate is paid direct to your nominated bank account by SEPA transfer.
Where the member has met all the qualifying criteria, bank details are required for this payment to be processed.

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Member Statistical Training - Guidance

Guide on how to complete your Repak Packaging Return

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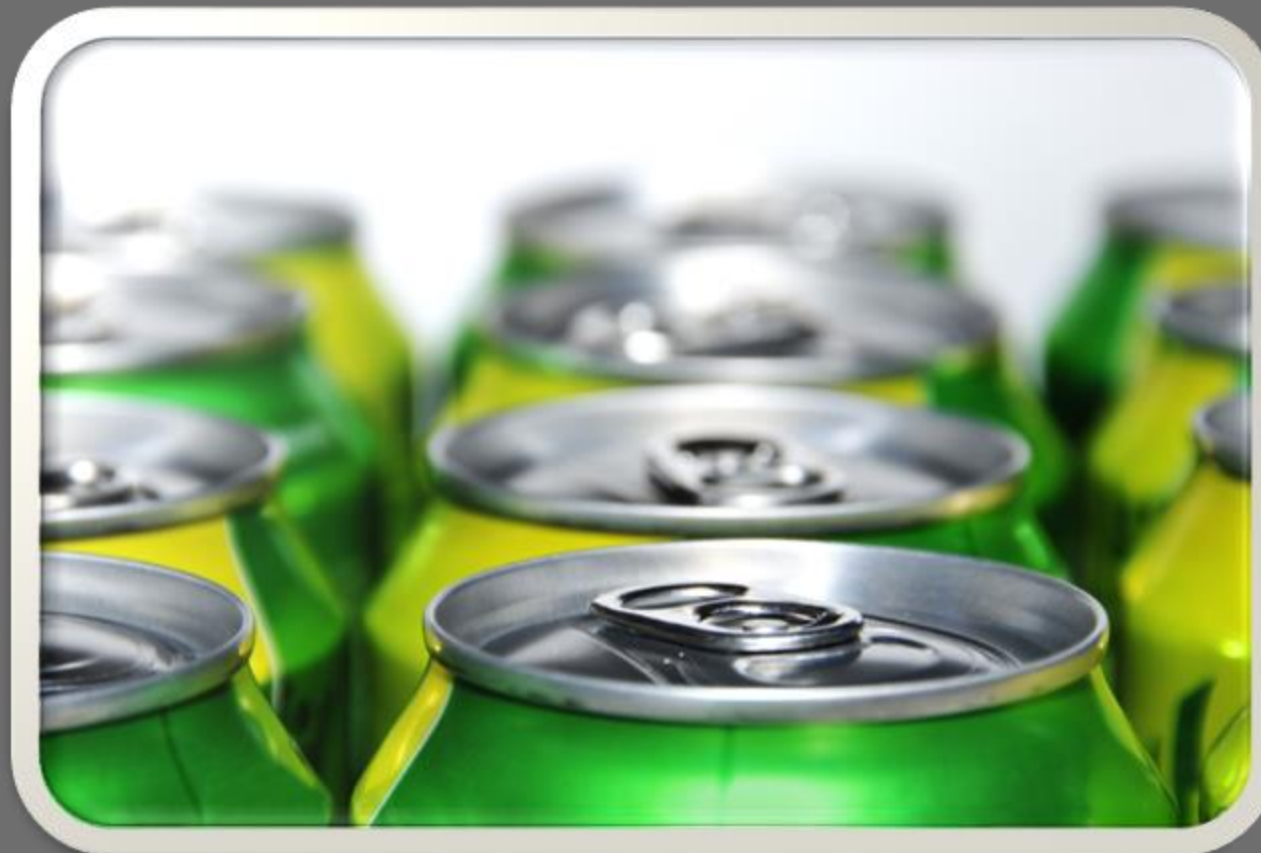
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Packaging Terms

What is Packaging?

Packaging is any material used for the containment, transport, handling, protection, marketing or sale of an item.

All types of packaging to be reported to Repak.

1. Primary
2. Secondary
3. Tertiary (transport)

PRIMARY PACKAGE   SECONDARY PACKAGE*   TERTIARY PACKAGE*

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Primary Packaging

This is sales packaging; the packaging that is right next to the product and you often can't sell the product without primary packaging.

Secondary Packaging

This is the packaging that binds a number of primary units together, or outer wrapping that assists in displaying, storing, shipping and protecting products.

Tertiary Packaging

This is the transport packaging used to transport and protect the goods for storage and shipping.

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Shared Responsibility – The Packaging Life-Cycle

The Repak fee structure is based on the principle of **Shared Responsibility.**

This ensures the cost of recovery & recycling of packaging waste is spread across all participants of the packaging supply chain.

Members are charged depending on:
- the quantity & type of packaging handled and placed on the market
- their position(s) in the packaging supply chain / life cycle.

Upward Resonance: a rolled-up obligation whereby the importer pays for stages which took place outside ROI. As the parties responsible for these stages have no obligation under the Irish Regulations, the importer automatically takes on the obligation (applied in Section 2.3 (Imported Output Packaging).

SOURCING — MATERIAL MFRS

MANUFACTURE — CONVERTERS

BRAND OWNERS

Shared Responsibility

DISTRIBUTION

RETAILERS

DISTRIBUTION

CONSUMERS

USE

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Shared Responsibility – The Packaging Life-Cycle

The 5 stages of Responsibility

1. Material Manufacturer
- Makes materials or imports materials that will be used to make packaging.

2. Converter
- Makes packaging or imports empty packaging

3. Brandholder / Importer
- Owns the brand name, applies packaging or imports packaged/finished product.

4. Distributor
- Automatically report as 'Distributor' for all the packaging and packaged product reported on the Brandholder/Importer line.

5. Retailer
- Report as the Retailer for any packaging your customer removes.

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Re-turn DRS (Deposit Return Scheme)

Re-turn went live from the 1st February 2024.

PRODUCERS: Under DRS legislation, a 'Producer' is defined as any person, irrespective of the selling technique used, who is first to place "In-Scope" products on the market in the Republic of Ireland.

If you produce/manufacture drinks, import them or sell them online, you have a key role to play in the new Scheme and must register with Re-turn.

RETAILERS: All Retailers that sell "In-Scope" drinks must register with Re-turn.

The "In-Scope" materials under DRS are:
- ✓ PET Plastic beverage bottles between 150ml to 3 litres.
- ✓ Aluminium and Steel beverage cans between 150ml to 3 litres.

Note: No dairy products are included in the DRS scheme e.g. milk, yogurt drinks.

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Re-turn DRS (Deposit Return Scheme)

DRS has a number of implications for Repak reporting requirements.

- From 1st February 2024, Repak will not charge members for any "In-Scope" DRS material for any stages of shared responsibility; however, they are still required to be included in your Repak report under new DRS material type fields on the report form.
- Lids/caps and labels on In-Scope DRS materials should be excluded from Repak reporting.
- If applicable to your business, this may result in a reduction to your Repak Membership fee going forward.

How will this be done ?

The Repak Reporting Portal was updated as of November 2023 to include these new DRS "In-Scope" materials types – this is to avoid them from being double counted by Repak and Re-turn.

PET beverage bottles, Aluminium and Steel beverage cans that are <u>not</u> In-Scope of DRS will continue to be reported to Repak and will attract a fee.

For more information and registration see **www.re-turn.ie**
All queries regarding DRS should be sent to **info@re-turn.ie**

Re-turn

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Single Use Plastic (SUP) Directive

The Directive has a number of implications for producers and their reporting requirements.

1. As a result of the SUP Directive a number of plastics were banned in Ireland in July 2021 (plastic straws, plastic cutlery, expanded polystyrene cups and food containers).
2. You are obligated under the SUP Regulations if you place SUP items on the Irish market, regardless of the amount/weight of items.
3. This covers both packaging and non-packaging items.
4. PET bottles, whether In-Scope or not of DRS, are still SUP and must form part of SUP declarations.

For more information and registration see Single Use Plastic for Members | Repak
All queries regarding SUP should be sent to sup@repak.ie

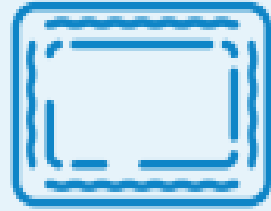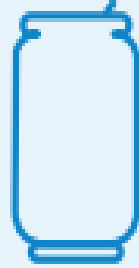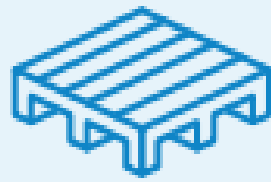Business *funding* recycling

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Material Types

Additional guidance see the Repak

'*Packaging & Design for the Circular Economy*'

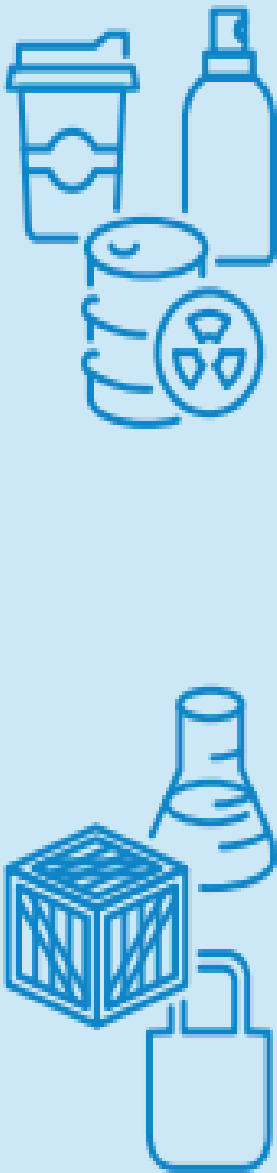Guide to the Challenges & Opportunities in Irish Packaging Recycling

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Materials that can be Recycled in Ireland (excl. Plastics)

CATEGORY	EXAMPLES		GUIDANCE
RECYCLED PAPER / BOARD	– Cartonboard trays and boxes (e.g. cereal box) – Corrugated trays and cases (e.g. large box containing appliance) – Paper (e.g. bag)		This category includes non-complex paper and board products. Any coating must be <5% of total material weight and must not hinder standard recycling process.
RECYCLED ALUMINIUM	– Aluminium Trays – Aluminium Jars / Rigid Containers – Aluminium Beverage Cans & Bottles – Aluminium Foil (e.g. cover for butter tub)		This category includes aluminium packaging that can be recycled from either household or commercial premises.
RECYCLED STEEL	– Steel Food Cans (e.g. tins of beans, fish) – Steel Beverage Cans – Steel Drums – Steel banding for pallets		Includes steel packaging used for non-hazardous products disposed of at both household and commercial premises.
RECYCLED GLASS	– Glass beverage bottles – Glass sauce / dressing bottles – Glass Jars (jams, sauces) – Glass perfume bottles*		Packaging made from standard packaging glass.
RECYCLED WOOD	– Wooden pallets – Wooden crates – Wooden boxes		Wood packaging used in an industrial setting and disposed of at a commercial premises.

Source - '*Packaging & Design for the Circular Economy*'   (Recycled = Currently Recycled)

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Materials that are not Recycled in Ireland (excl. Plastic)

CATEGORY	EXAMPLES	GUIDANCE
NON RECYCLED OTHER[****]	– **Non Recycled Paper / Board** – Coffee Cups, card pads for meat / fish, siliconized label backing, waxed papers or boxes. – **Non Recycled Aluminium** – Soft Aluminium Tubes (e.g. for cosmetics), Aluminium Coffee Pods, Aluminium Aerosol Packaging (considered hazardous and not accepted in household recycling collection). – **Non Recycled Steel** – Paint cans, hazardous chemical packaging, gas canisters. – **Non Recycled Glass** – Non transparent glass (black, dark blue). Non packaging glass such as heat resistant glass (e.g. borosilicate, Pyrex). Glass with ceramic / porcelain components. – **Non Recycled Wood** – Wood packaging disposed of at the household (e.g. MDF boxes for oranges). – **Other Materials** – e.g. Jute, Hessian, Cotton Bags and Sacks.	Two side coated paper / board packaging, waxed / siliconized papers, papers with PP/ PET metallised film or laminates. Note that aluminium foil laminates are generally composed of mostly plastic. – Non Recycled Plastic (<5% foil) – Non Recycled Composite (>5% foil) Hazardous or heavily contaminated items not collected for recycling must be reported as Non Recycled Steel.

Source - '*Packaging & Design for the Circular Economy*'

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Composite Packaging (Mixed Material)

A packaging type that is made up of more than one material that is not mechanically/easily separable.

If the main material weighs less than 95% of the overall weight, report as composite.
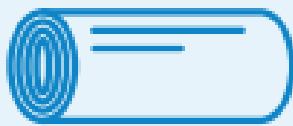If the main material weighs more than 95% report all as the main material.

CATEGORY	EXAMPLES		GUIDANCE
RECYCLED COMPOSITES***	- Beverage Cartons - Other mixed material laminates where the materials are mechanically separable for recycling		This category includes mixed materials that are possible to mechanically separate in order to fully or partially recycle them. Examples will include beverage cartons and one side coated papers that can be recycled in Ireland.
NON RECYCLED COMPOSITES	- Crisp bags - Pouches / Foil Sachets - Other mixed material laminates where the materials are not mechanically separable for recycling		This category includes mixed materials that cannot be mechanically separated for recycling. Examples will include foil laminated crisp bags and confectionery wrappers that cannot be recycled in Ireland

Source - '*Packaging & Design for the Circular Economy*'

Recycled = Currently Recycled

Contaminated/soiled packaging is not recycled.

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Plastic Packaging

Plastic reported at the Brandholder/Importer level (sections 1.2 and 2.1 / 2.3) is required to be split under the following sub-categories:

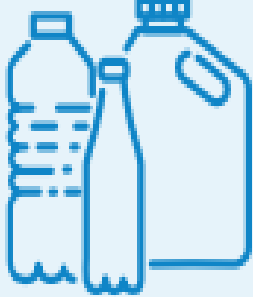| CATEGORY	EXAMPLES		GUIDANCE
RECYCLED RIGID PLASTIC	– Pots – Tubs – Trays – Plastic Pallets – Crates – Plastic Strapping		This category includes any rigid three dimensional plastics disposed of at the back door of a business or by the householder. This however excludes plastic bottles which are reported separately. In general, rigid plastics will be seen as recyclable when produced using standard packaging plastics.
RECYCLED FLEXIBLE PLASTIC	– Pallet wrap – Plastic sheeting – Shrinkwrap from cases of beverages – Mono material flexible plastics disposed of by the householder		This category includes soft plastics and single polymer films that are normally used for packaging applications and that are recyclable. In general, mono material plastics disposed of at the back door of a business or at the household will be seen as recyclable**.
NON RECYCLED PLASTIC	– Expanded Polystyrene packaging – Flexible plastic films and bags composed of more than one plastic type that are disposed of at kerbside – Toothpaste tubes		– Foamed plastics such as Expanded or Extruded Polystyrene. – Plastic packaging with additives or layers that change the material density. – Multilayer Plastic Packaging, particularly those containing PET-G, PLA, PVC and PS. – PVC / PVDC packaging. – Plastic packaging with PA barrier layers.

Source - '*Packaging & Design for the Circular Economy*'

Recycled = Currently Recycled

Contaminated/soiled packaging is not recycled.

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Plastic Bottle Packaging

Plastic Bottles reported at the Brandholder/Importer level (sections 1.2 and 2.1 / 2.3) is required to be split under the following sub-categories:

CATEGORY	EXAMPLES		GUIDANCE
PET BEVERAGE BOTTLES	– PET Soft Drink Bottles – PET Water Bottles – PET Juice Bottles – PET Beer Bottles		As there will be a separate collection target for these, we will need to record the number of bottles placed on the Irish market. Under the new Single Use Plastics Directive, EU member states must separately collect 77% of plastic bottles by 2025, increasing to 90% by 2029. Full sleeved labelling and caps on PET bottles are also declared here (i.e. the bottle components are not split out). **NOTE:** The SUP Directive takes precedence over other directives. It is more important to declare the bottle, than the recyclable components.
OTHER PLASTIC BEVERAGE BOTTLES	– HDPE Milk Bottles – HDPE Juice Bottles		This category includes all plastic beverage bottles not made from PET such as HDPE bottles used for milk and juice.
PLASTIC NON BEVERAGE BOTTLES	– Detergent Bottles – Washing Up Liquid Bottles – Shampoo Bottles		This category includes any plastic bottles that are not used for beverages.

Source - '_Packaging & Design for the Circular Economy_'

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Packaging Terms & Definitions

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Is your packaging ROI* sourced or Imported?

When reporting your packaging/packaged product you must report it as ROI sourced or Imported.

To identify packaging/packaged product as ROI sourced in Section 1 or Section 2 of the report form **both** of the following criteria must be met by your suppliers:

1. Suppliers must be a Limited Company with an ROI Companies Registration Office (CRO) number issued by the www.cro.ie ,
   And
2. Suppliers must be a Limited Company with an ROI VAT number (with prefix IE followed by 8 or 9 characters/digits) issued by www.revenue.ie

Packaging/Goods supplied by another business that does not meet the above criteria should be reported as **Imported** in both Section 1 and 2 of the Repak form.

This clarification of the rules will be effective from Half 2 (July-December) 2023 reporting due on or before 21st February 2024.

Please contact us if you need clarification/assistance in identifying the source of your packaging.

* ROI = Republic of Ireland (excluding N. Ireland).

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Report Form

Input Packaging -

Reported in Section 1 of the form

Packaging which is removed from supplied goods or raw materials.

Considerations in preparing your report.

Section 1 – Input Packaging

❯ Where does your packaging or packaged goods come from?
    - ROI sourced or Imported

❯ Do you have packaging waste arising on your premises
   i.e. back door packaging waste?

❯ What raw materials do you use?
   How are they received/what packaging do you remove?

❯ Do you return any packaging to your suppliers?

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Section 1 - Input Packaging

1.1 Irish Sourced Input Packaging

Column 3 of 1.1 - Total tonnes removed from your branded products excluding reuse packaging = packaging

removed from contract packed goods for your brand.

1.2 Imported Input Packaging

1.3 Internal Packaging Waste Management

    - *What happens to this waste /* How is it disposed of?

        (1.1 & 1.2 normally equals 1.3 unless reporting reuse tonnes).

Note: Waste being backhauled out of ROI is required to be reported in Section 1 Input Packaging.

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Report Form

Output Packaging -

Reported in Section 2 of the form

Empty/Filled packaging that is supplied to your customers i.e. placed on the market.

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Considerations in preparing your report.

Section 2 – Output Packaging

❯ How do you pack goods/products and what types of packaging do you apply?
   - ROI sourced or Imported

❯ Do you sell pre-packaged/finished goods/products?

❯ Does your customer remove packaging and return it to you for reuse?

❯ Do you sell to the end user?

❯ Do you contract pack for a ROI business or does a 3rd party in ROI contract pack for you?

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Section 2 - Output Packaging

2.1 Irish Sourced Output Packaging

2.3 Imported Output Packaging

2.2 & 2.4 All exports

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Two Types of Reuse

Official / Closed Loop Reuse

› Packaging must be:

- conceived and designed for reuse

- make a minimum of 2 rotations

- documented system

Onward Reuse

› Packaging is:

- removed from products/goods received

- reused on products sent to your customer

- not returned to you.

Pallets from recognised pallet rental schemes are to be excluded from your packaging report data e.g. CHEP, LPR.

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New Member Packaging File

- **Excel file to be completed as part of Registration.**

- **Calculation of fees can be seen once figures are entered.**

- **A fully completed form needs to be submitted to Repak for approval before final costs can be determined.**

- **Reporting Broken into 2 Main Sections.**

- **Shared Responsibility of fees.**

- **Packaging needs to be identified as**
  - **Irish Sourced**
  - **Imported**

Once completed, if you have login details, enter tonnages on www.rols.ie. Otherwise, scan & e-mail a signed copy to stats@repak.ie or fax to +35314030929.

Stats Year *	ROI Turnover (millions)	Member Number
2022		
Stats Half *	PO Number	Member
1 or 2		
	Consultant	Submitted By

Section 1: Input packaging Tonnage (Packaging Removed)

1.1 Irish Sourced Input Packaging

Material	Properties	Total Tonnes (including reuse packaging)	Reuse Packaging (Official Loop) suitable for continued reuse	Total Tonnes removed from your branded products excluding reuse packaging suitable for continued reuse
Recycled Paper/Cardboard			-	-
Recycled Glass			-	-
Recycled Alum			-	-
Recycled Steel			-	-
Plastic		-	-	-

Instructions | Reporting notes | 2022Stats | Turnovers | Costs | 2022HalfYearStats | Half 2023 Fee | Autofilled

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Contract Packing

The following rules apply to your business in relation to the reporting of packaging associated with contract packing activities if you:

- Currently avail of the services of a contract packer based in the Republic of Ireland (ROI)

  and/or

- Currently provide contract packing services to another business located in the Republic of Ireland (ROI).

Contract Packing activities counts towards the 10 tonne threshold.

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A Business is a Contract Packer when they …

✓ Manufacture and/or pack goods for another ROI business

✓ Pack or repack goods on behalf of another ROI business

✓ Provide 3rd Party Logistics fulfilment services in ROI (e.g. warehousing & pick/pack).

✓ Contract Manufacture for another ROI business

✓ Apply packaging to goods in ROI that they do not own

Do you meet any of the above criteria?

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Contract Packing

If you are the Contract Packer or if you have a business Contract Packing for you.

To determine if you are above the annual threshold you must include all packaging activity carried out by you or on your behalf in your assessment.

Note:

The Contract Packer is financially obligated for all goods packed for any non-Repak Member.

If the Contract Packer is not a member of Repak the Brandholder reports all Inputs and Outputs.

A list of Repak Members can be found on our Member List on our website.

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My Business Provides Contract Packing

You must report all Back Door packaging waste in Section 1 of the report form (split by origin as Irish Sourced and Imported).
This will include:

- All packaging removed from raw materials received that arise at your locations.

- All packaging removed from empty packaging received (from both your own packaging and other brands packaging).

- Any empty packaging applied to your own manufactured goods - branded or plain*.

- Any empty packaging applied* where your customer is <u>**not**</u> a member of Repak.

- For 3PL services - All the existing primary and secondary packaging. Then also all the transport packaging you apply for another business that is **not** a Repak member.

    * applies to primary, secondary and transport packaging.

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Contract Packing – Where to Report on the Repak Form

All Input packaging is reported in Section 1.

Any packaging applied by the contract packer that will be removed by the customer (brandholder) as backdoor waste is reported by that customer on the third line of Section 1.1

- *Total Tonnes removed from your branded products excluding reuse packaging suitable for continued reuse.*

All Output packaging is reported in Section 2.

If as a contract packer you perform the following activities, please report them in Section 1:

Activity	Section 1 Input Packaging	Section 2 Output Packaging
I manufacture goods and sell or supply them for another ROI business who is a Repak member*.	Report by source for all packaging removed from raw materials, empty packaging or packaged goods used in this activity.	---
I repack goods and sell or supply them for another ROI business who is a Repak member.	Report by source for all packaging removed from raw materials, empty packaging or packaged goods used in this activity.	---
I apply packaging to goods that I do not own and sell or supply them for another ROI business who is a Repak member.	Report by source for all packaging removed from raw materials, empty packaging or packaged goods used in this activity.	---
I apply plain or customer branded packaging to contract pack my customer's product, that customer being a Repak member.	Report by source for all packaging removed from raw materials, empty packaging or packaged goods used in this activity.	---

*A list of Repak Members can be found on <u>our website.</u>

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If as a contract packer you perform the following activities, please report them in Sections 1 & 2:

Activity	Section 1 Input Packaging	Section 2 Output Packaging
I pack my customers branded goods, that customer being a Repak member, in my own brand packaging (e.g. branded outer case).	Report by source for all packaging removed from raw materials, packaging or packaged goods used in this activity.	Report B / I & D** for all packaging with my brand name on it only. Report Retailer where my customer removes the packaging.
I provide fulfilment services for a product that originated outside ROI to/for a Repak Member using either my own brand packaging or I apply plain packaging.	Report by source for all packaging removed from raw materials, packaging or packaged goods used in this activity.	Report B / I & D for all packaging sold or supplied. Report Retailer where my customer removes the packaging.
I provide any of the above services to a Non Repak member.	Report by source for all packaging removed from raw materials, packaging or packaged goods used in this activity.	B / I & D for all packaging sold or supplied. Retailer where my customer removes the packaging.
I provide consignment services (sale or supply) for Non Repak members.	Report by source for all packaging removed from raw materials, packaging or packaged goods used in this activity.	Report B / I & D for all packaging sold or supplied. Also report Retailer where my customer removes the packaging.

**B / I = Brandholder / Importer; D = Distributor

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If your business has goods packed on its behalf by another ROI business, then you must report the packaging as shown below.

Activity	Section 1 Input Packaging	Section 2 Output Packaging
My contract packer is a Repak member based in ROI.	Report by source for packaging removed on delivery of your own brand goods only (on all 3 lines of section 1.1 where applicable).	Report B / I & D for all packaging sold or supplied. Also report Retailer where my customer removes the packaging.
My contract packer is based in ROI but not a Repak member	Report by source (1.1 or 1.2) for packaging removed from raw materials or packaging used by the contract packer in this activity as well as packaging removed on delivery of your own brand goods only (on all 3 lines of section 1.1 where applicable).	Report B / I & D for all packaging sold or supplied. Also report Retailer where my customer removes the packaging.

**B / I = Brandholder / Importer; D = Distributor

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REPAK

Glossary / Definitions

Back-door Waste	Packaging waste arising from supplied goods or raw materials which is received by a producer but is not thereafter used in the supply of products. (reported in Section 1 – Input Packaging of Repak form).
CEP	EU's Circular Economy Package (CEP)
Circular Economy	The circular economy is a model of production and consumption, which involves sharing, leasing, reusing, repairing, refurbishing and recycling existing materials and products as long as possible. In this way, the life cycle of products is extended. In practice, it implies reducing waste to a minimum. When a product reaches the end of its life, its materials are kept within the economy wherever possible. These can be productively used again and again, thereby creating further value.
De Minimus	de minimis refers to turnover and tonnage thresholds for the producers in the Waste Management (Packaging) Regulations 2007.
Eco Fee Modulation / Eco Modulated Fees	At EU level, eco-modulation of fees in EPR systems have been identified and promoted as a key lever for eco-design and a circular economy, especially for (plastics) packaging. The updated Waste Framework Directive requires the modulations of financial contributions to Extended Producer Responsibility Schemes in order to minimise waste contribution and facilitate the recycling of materials.
MRF	Material Recovery Facility

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Glossary / Definitions

Packaging	Packaging is any material used to contain, protect and present goods. Virtually all packaging eventually becomes waste. Packaging is made from such materials as cardboard, paper, glass, plastic, steel, aluminium, wood, and composite materials. Packaging is as defined in Section 5 of the Waste Management Act 1996 and means 'any material that is container or wrapping, used for or in conjunction with the containment, transport, handling, protection, promotion, marketing or sale of any product or substance, including such packaging as may be prescribed'.
Packaging Compliance Scheme	Repak is a packaging compliance scheme. A 'packaging compliance scheme' takes on the legal obligations required by EU & Irish Packaging Waste Legislation on behalf of its Members.
Shared Responsibility	Shared Responsibility Model (SRM) where Packaging Manufacturers, Packaging Convertors, Brandholder/Importers, Distributors & Retailers are ALL responsible for statistical reporting and funding their element of packaging placed on the market in the supply chain.
SUP & SUPD	Single Use Plastics & Single Use Plastic Directive
WERLA	Waste Enforcement Regional Local Authorities
Repak Half 1 (H1) submission	Half 1 (Jan-Jun) packaging statistics submitted by 21st Aug each year.
Repak Half 2 (H2) submission	Half 2 (Jul-Dec) packaging statistics submitted by 21st Feb of the following year.
Repak Member Portal	Secure online portal when members submit packaging returns.
Repak 'Stats' contact type	Members must have a minimum of 'Stats' as part of their user profile on the Portal to have permissions to make packaging submissions.

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New Members -Next Steps

❯ Gather information.

❯ Populate 'Packaging File' and return to Repak for validation.

❯ Complete Joining Process of Application.

❯ Receive certificate of compliance.

❯ Receive Login Details for the Member Reporting Portal.

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THANK YOU

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