



**MEMBERSHIP INFORMATION PACK**



# Why Repak?

Does my business need to become a member?



- If your business has a turnover greater than €1 million and places over 10 tonnes of packaging onto the Irish market in any calendar year you have a legal obligation under the European Union (Packaging) Regulations (2014).
- If your business is currently under the packaging threshold (less than €1 million and/or under 10 tonnes) but you anticipate this will be exceeded in the coming year, you are required to become compliant.
- The Green Dot trademark is licenced by Repak and you must be a Repak Member to use this symbol on any of your packaging (Ireland only).
- As part of your company's corporate-social responsibility, becoming a Repak Member is an option you should consider.

## THERE ARE TWO TYPES OF REPAK MEMBERSHIP:

### REGULAR MEMBERSHIP

For manufacturers, contract packers, brandholders, importers, distributors and retailers.

Initial joining and yearly re-occurring Membership fees are based on the submission of packaging statistics. (i.e. packaging placed on the Irish market).

### SCHEDULED MEMBERSHIP

For businesses who retail directly to the consumer and do not import or are not brandholders. E.g. independent retailers, pubs, off-licences, pharmacies, hospitality, electrical retailers, restaurants & hardware stores.

Initial joining and yearly re-occurring Membership is a flat fee associated with your turnover with no need to submit packaging statistics.

# How do I join Repak?

If your business has an obligation with the Packaging Regulations — Repak is here to help.

## REGULAR MEMBERSHIP

Repak will provide step by step assistance with the gathering and recording of your businesses packaging returns including:

- Free packaging assessment for your business, to determine how many tonnes are produced each year.
- Free support and guidance throughout the Repak joining process.
- Free expert training on how to report your packaging obligations, conveniently at your business.
- Assistance in completing the initial packaging returns required to join Repak.
- Continuous support with submitting packaging statistics after your business becomes a Repak Member (twice yearly).

## SCHEDULED MEMBERSHIP

Joining is relatively fast and all we require is a completed application form to progress this Membership type.



Apply online  
[www.repak.ie](http://www.repak.ie)



Call our Sales team  
(01) 467 0190



Email our Sales team  
[sales@repak.ie](mailto:sales@repak.ie)



## **Benefits of joining Repak**

9 benefits that cumulatively outweigh the cost of your Membership



- Full cost-effective legal compliance with the Packaging Regulations.
- The complete reporting of packaging returns to Local Authorities and the EPA on your behalf in total confidence.
- Access to our Packaging Technologist who can consult with your business through our Prevent & Save Programme on how to make substantial savings on removing, reducing and managing your packaging output and identifying waste saving opportunities.
- Licenced to use the Green Dot symbol on all your packaged products sold in Ireland.
- The continued benefit of Repak-funded subsidies on the collection of waste from your business' recycling bin.
- Promotion of your company's Green credentials on our website (Member's list), marketing campaigns and nationwide communications.
- Partner with Ireland's only Government approved packaging compliance scheme and leading environmental advocate for business.
- Repak support and lobby on behalf of all our Members with National and European issues.
- Free use of our Members conference centre and meeting room facilities – a location to host Board and staff meetings, training days or conferences.





# Regular Membership

What is Regular Membership and who is it for?

Regular Membership is for companies that place packaging onto the Irish market and fall under one or multiple of the following categories within the packaging supply chain:

## **Material Manufacturer**

Makers or importers of materials to be made into packaging.

.....

## **Converter**

Makes or imports empty packaging.

.....

## **Brandholder/Importer**

Owners of branded products or importers of packaging items or goods.

.....

## **Distributor**

The first entity to move packaged goods in the Republic of Ireland.

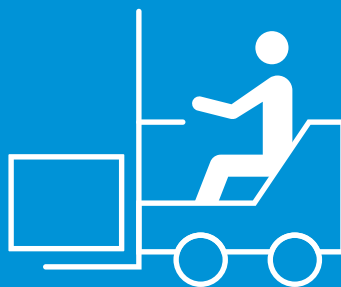
.....

## **Retailer**

Sale of products to the end user (i.e. the customer removes the packaging).

Repak Regular Membership is for producers and legal entities who have an annual turnover greater than €1 million and place more than 10 tonnes of packaging onto the Irish market – deemed to be a ‘Major Producer’.

It covers your business’ legal obligation in accordance with the European Union (Packaging) Regulations (2014).



All you need to do is complete an application form available at [www.repak.ie](http://www.repak.ie)

or contact one of our Sales team at **01 467 0190** or [sales@repak.ie](mailto:sales@repak.ie)

- Regular Member fees are calculated based on the amount of different types of packaging placed onto the Irish market at different stages along the packaging supply chain (see fee table below).

Packaging type (€/tonne)	Paper	Glass	Aluminium	Steel	Plastic	Plastic Bottles	Wood	Paper Comp.	Metal Comp.
Materials Manufacturer	€2.05	€2.05	€2.05	€2.05	€2.05	€2.05	€2.05	€2.05	€2.05
Converter	€2.05	€2.05	€2.05	€2.05	€2.05	€2.05	€2.05	€2.05	€2.05
Brandholder/Importer	€22.73	€9.18	€83.62	€78.51	€89.16	€89.16	€10.60	€75.78	€111.48
Distributor	€2.05	€2.05	€2.05	€2.05	€2.05	€2.05	€2.05	€2.05	€2.05
Retailer	€4.10	€4.10	€4.10	€4.10	€4.10	€4.10	€4.10	€4.10	€4.10
<b>TOTAL Per tonne</b> <i>(if paying full fee)</i>	<b>€32.98</b>	<b>€19.43</b>	<b>€93.87</b>	<b>€88.76</b>	<b>€99.41</b>	<b>€99.41</b>	<b>€20.85</b>	<b>€86.03</b>	<b>€121.73</b>

- Businesses are required to determine the weights of packaging they handle or supply. Repak is here to help, guide and support every ‘Major Producer’ along the way.
- If your business has been trading for longer than one year it is liable for back fees.
- Repak has two methods for businesses joining as Regular Members:

#### → **STANDARD JOINING PROCESS**

Full compliance after the submission of up-to-date packaging statistics and when invoices are paid in full.

#### → **FAST TRACK PROCESS**

Compliance achieved at the start of the process through the payment of an initial joining fee. Full compliance is then provided after the submission of up-to-date packaging statistics and when invoices are paid in full. This option is available at Repak’s discretion and is subject to terms and conditions.



# Packaging Statistics & Training

---

When joining Repak it may be the first time that your business has compiled packaging statistics. To make this process as easy as possible, Repak have an expert service that can support your business every step of the way.

Repak can support your business in the following ways:

→ **Complimentary Packaging Audit**

Repak can conduct an audit to see if your business has an obligation with the Packaging Regulations - at no cost.

→ **Free Statistical Training**

Provision of free training at your premises to calculate the quantity of packaging your business places on the Irish market. Training will be provided within two weeks of submitting an application form and is usually divided into two components; the first is a broad overview of the Regulations; the second is tailored information relevant to your business.

→ **First Completed Packaging Returns**

Repak can submit your business' initial Packaging Returns at no charge, making it straightforward to become a Repak Member.

→ **Yearly Packaging Statistics**

Once you have joined Repak, we can provide details of approved consultants that can be employed by your company to help in the collation and provision of on-going, yearly packaging statistics. Statistics are required bi-yearly; February (July to December the previous year) and August (January to June of the current year).

**For further information or to book training, please contact our Sales team on 01 4670190 or email [sales@repak.ie](mailto:sales@repak.ie)**



# Regular Membership Checklist

Once completed the following questions can help guide Repak's understanding about your company's obligation under the packaging regulations.

→ **Describe your main business and products**

---

---

→ **Do you have any other businesses? What % of turnover does this account for?**

---

---

→ **Do you contract pack for a 3rd party in ROI?**

E.g. is there any brand you pack goods into where you don't own the brand name?

---

---

→ **Does any 3rd party in ROI contract pack for you?**

E.g. is there any company in ROI that packs product under your brand name?

---

---

→ **Number and type of premises you use in ROI**

E.g. warehouse, office, manufacturing facility, shop, 3rd party warehouse etc.

---

---

→ **How do you pack product?**

What types of packaging materials do you handle?

---

---

→ **What material types are:**      **Used at Your Back-door**      **Sent to Your Customer**

Paper/Cardboard	<input type="radio"/>	<input type="radio"/>
Glass	<input type="radio"/>	<input type="radio"/>
Aluminium	<input type="radio"/>	<input type="radio"/>
Steel	<input type="radio"/>	<input type="radio"/>
Plastic	<input type="radio"/>	<input type="radio"/>
Plastic Bottles	<input type="radio"/>	<input type="radio"/>
Wood	<input type="radio"/>	<input type="radio"/>
Paper/Plastic Comp	<input type="radio"/>	<input type="radio"/>
Metal Comp	<input type="radio"/>	<input type="radio"/>
Other	<input type="radio"/>	<input type="radio"/>

→ **Do you buy packaging to pack your products?**

- Yes, we apply packaging to all our products
- We pack what we manufacture but we also buy in and sell on pre-packed goods
- We don't pack anything. Everything we sell was packaged by a previous owner

→ **Do you sell /supply any products with no packaging?**

- No, all our products are sold packaged
- Yes, all (you must place >10 tonnes of packaging on the ROI market to be obligated)
- Yes, some product is sold with no packaging but some product has packaging

→ **Is your 'product' packaging? Do you make packaging?**

- None of our product is packaging
- All our product is packaging
- Some of our product is packaging, we manufacture packaging
- Some of our product is packaging, we buy packaging to sell on as a product
- Not sure if our product is packaging or not

→ **Do you invoice customers in:**

- ROI only
- Northern Ireland, UK, Europe, etc.
- Both

→ **Do any of your customers remove packaging and return it to you for you to reuse?**

- Yes
- No

→ **What raw materials would you use? How are they packaged?**

---

---

→ **Do you return any packaging to your suppliers?**

- Yes to suppliers in ROI
- Yes to suppliers in other countries

→ **Do you have packaging waste arising on your premises?**

i.e. Back-door packaging waste

---

---

→ **Who is your waste contractor?**

---

---

# Other Helpful Information:

---

→ **Departments/Personnel that may have useful information when collecting packaging information.**

Accounts, Buying/Purchasing, Sales, Distribution, Packaging, Production, Warehouse/General Manager, etc.

→ **You will need packaging weights.**

Preferably these should be on an individual basis, but if you have a large product range you may group products and assign a packaging weight to each group. Items should only be grouped together if they have similar packaging. Weights may be obtained from suppliers or you can weigh the packaging yourself.

→ **You will need to multiply the packaging weights by ‘usage’.**

This can be based on sales, purchases, production figures - whatever provides the most accurate information.

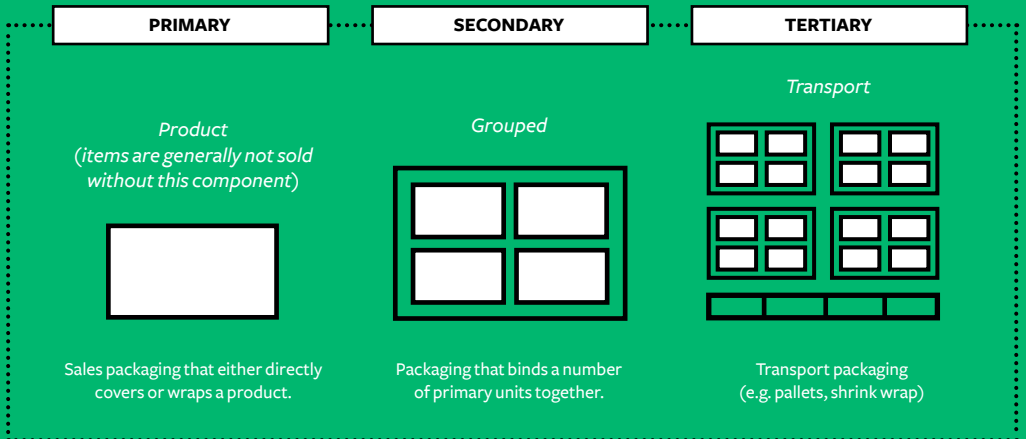


# General Packaging Information

## → What is deemed to be Packaging placed onto the Irish market?

Packaging is material used for the containment, transport, handling, protection, marketing or sale of an item. It also includes all packaging consumed on a business premises.

## → Packaging can be divided into three main components:



## → How is packaging waste measured?

Packaging tonnes can be calculated based on production or sales figures. Packaging should be recorded in grams (1,000,000 grams in a metric tonne). Packaging weights should be recorded separately for each material type. Exports and production waste are currently not included as part of the Packaging Regulations.

## → What are some examples of Packaging?

Pallets, shrink wrap, crates, drums, cartons, strapping, bottles, caps, packets, cans, lids, tubes, bags, containers, trays, baskets, bowls, boxes, cards, clips, hangers, jars, netting, pots, punnets, sachets, tins, tubs, labels etc.



## FAQs

### → **Does my business need to join Repak?**

Repak is a packaging compliance scheme set-up by IBEC and approved by Government. If your business is over the packaging threshold (i.e. >€1 million turnover and places over 10 tonnes of packaging onto the Irish market) you are deemed to be a 'Major Producer' and have an obligation under the European Union (Packaging) Regulations (2014) and must comply. Repak is here to help you.

### → **How do I know if I am placing >10 tonnes of packaging onto the market?**

The amount of tonnes your business places on the Irish market will need to be determined through an audit. Repak can help you make this assessment. If your business is a retailer or pharmacy and requires Scheduled Membership you can use one of our packaging calculators to understand the tonnage of all goods sold. If your business is in hospitality (pub, restaurant or hotel) all the products consumed on-site are included in your obligation, with glass the largest component contributing towards weight. Glass tonnage data can be requested from your recovery operator to see if your business is over 10 tonnes.

### → **Why do I have to become compliant when I already pay for my waste and recycling?**

Even though your business pays for your back-door waste to be collected by your recovery operator, the legislation relates to packaging sold via your front door. Packaging placed onto the Irish market in this way requires collection and processing and the Regulations place this responsibility with the producer.

---

→ **What does Repak do with the Membership fees?**

Repak invests Membership fees into waste collection and the recycling of packaging materials including paper, plastic, cardboard, wood, aluminum and steel. Every recycling bin in Ireland is subsidised by Repak along with funding provided for every public and private bottle bank.

→ **How do I know which Membership I need?**

If you are a pub, restaurant, hotel or an independent retailer (including hardware, electrical, off licence or pharmacy) and your business is neither a brandholder nor importer, you qualify for Scheduled Membership. If your business manufactures, imports or has branded packaging then you are a Regular Member. This includes contract packers. The best way to confirm your Membership type is by speaking to one of our Sales team.

→ **How much does it cost to be a Repak member?**

This depends on the type and amount of packaging your business places on the Irish Market which also determines which Repak Membership (Scheduled or Regular) is most appropriate. Costs can vary and it is best to speak to a member of our Sales team to help determine a realistic estimate.

→ **How do I join Repak?**

If your business is obligated and qualifies for our Scheduled Membership, joining Repak is as easy as completing and submitting an application form. Regular Membership is a little more complicated because packaging statistics are required, although submission of an application will kick-start this process. Repak has a Regular Member 'fast track' route that can help speed up Membership considerably. Please ask one of our Sales team about this option.



---

→ **What do I get for the cost of joining Repak?**

First and foremost, if your business has an obligation and is a 'Major Producer' you will become legally compliant with the Packaging Regulations. However, we have many other additional benefits associated with becoming a Repak Member which are detailed in our supporting literature and on our website.

→ **What are back fees and why do I have to pay them?**

Back fees exist in the interest of fairness to make a non-compliant business accountable for the years that their obligation was not met. Existing Repak Members have been funding their packaging obligation for many years. Their membership fees have in turn subsidised businesses with an obligation that have made no contribution (deemed 'free-riders'). This imbalance provides a financial advantage gained over competitors that have complied with the legislation. Potentially, up to six years back fees can be charged.

→ **What will happen if I am obligated and don't become compliant?**

If you are a 'Major Producer' and have an obligation under the European Union (Packaging) Regulations (2014) you are required by law to become compliant. If your business avoids compliance this will come to the attention of Local Authorities who are the enforcers of the legislation and have the power to prosecute.



# Prevent & Save

A free packaging waste prevention service provided to all Repak Members under the Packaging Waste Prevention Programme.

Whether you are a Regular or Scheduled Member, the Prevent & Save programme is dedicated to assisting your business to optimise their packaging and save you money.



For more information on any of the services available under our Prevent & Save service contact the Repak sales team:

**sales@repak.ie** or **01 467 0190**  
**www.preventandsave.ie**

**The benefits of packaging optimisation to your business are numerous.**

**By optimising your packaging you could:**

.....

Avoid the costs associated with purchasing certain packaging materials.

.....

Reduce the weight of packaging placed onto the Irish market or discarded as back door waste.

.....

Reduce the cost and time associated with packaging waste management at your premises.

.....

Reduce your Repak Membership fees.

.....

Reduce energy consumption and costs when packing your products.

.....

Find an opportunity to innovate by using more environmentally friendly or lighter weight packaging materials.

## → Why Prevent & Save?

By optimising packaging, you can prevent or minimise the use of unnecessary packaging during the manufacture, transport and sale of your products. This ‘stop waste before it happens’ approach helps to reduce waste management costs as you place less packaging onto the Irish market.

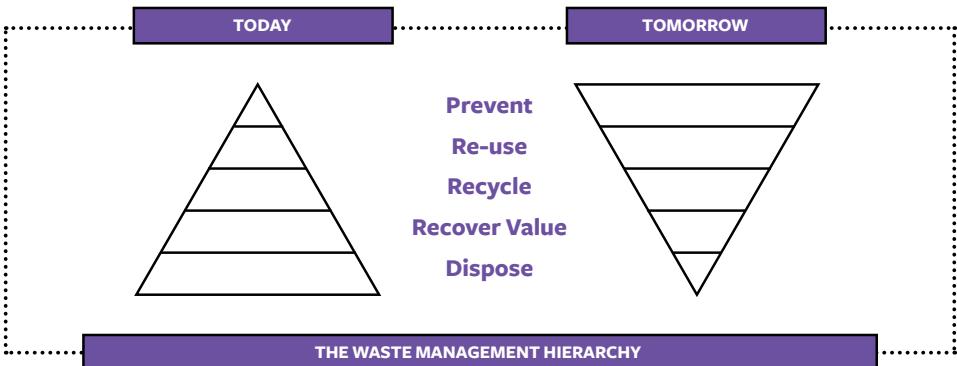
As part of the service, a member of our Packaging Technology team can visit your site to carry out a Packaging Optimisation Survey where we look at packaging coming into and out of your business. After the survey we will provide you with a detailed technical report that guides you through reduction opportunities identified during the visit.

Where waste cannot be avoided, our packaging technology team can also advise your business on how to segregate waste effectively, which can further reduce waste management costs at your site.

## → How much can Repak Members save through packaging waste prevention opportunities?

In 2017 Repak commissioned Dr. Pat McCloughan of PMCA Economic Consulting to produce a report entitled ‘Packaging Waste Prevention and Minimisation – The Quantity and Value of Savings by Repak Members’. The report demonstrates that Repak’s Members are responsible for significant monetary savings arising from their packaging waste prevention activities.

- Procurement savings = €52m for all Repak Members.
- Supply chain savings = €26m for all Repak Members.
- Total savings of €78m (for all Repak Members combined).
- Resulting is an estimated 121,700 tonnes of packaging waste prevented.



# Repak Stakeholders

---

## → **Repak Members**

Repak has over 3,000 participating Member companies who provide funding for the recycling of packaging that is placed on the Irish market.

## → **Department of Communications, Climate Action and Environment (DCCA)**

The Government is responsible for the implementation of the European Union (Packaging) Regulations (2014) and subsequently provides Repak its licence to help make businesses compliant.

## → **Recovery Operators**

Repak provides recycling funding to approximately 100 licensed recovery operators to support the collection and management of domestic and commercial packaging waste. The majority of these are affiliated with the Irish Waste Management Association (IWMA).

## → **Enforcement**

### → **Local Authorities (LAs)**

Enforcement responsibility of the Packaging Regulations lies with Local Authorities.

### → **Waste Enforcement Regional Lead Authorities (WERLAs)**

WERLAs co-ordinate regional waste enforcement actions and efforts between LAs.

## → **The Environmental Protection Agency**

Repak report waste recycling and recovered packaging tonnes directly to the EPA who are responsible for Irelands reporting to the European Union.

## → **Industry Representative groups (e.g.)**

- IBEC
- RGDATA
- Convenience Stores & Newsagents Association (CSNA)
- Retail Ireland
- Restaurant Association of Ireland
- Irish Hotel Federation
- Green Hospitality
- Hardware Association Ireland
- National Off-Licence Association
- Licensed Vintners Association
- Vintners' Federation of Ireland
- Irish Pharmacy Union

## → **Origin Green**

A sustainability programme that enables Ireland's farmers and producers to set and achieve measurable sustainability targets. Major Producers must become compliant with Repak before they are awarded Origin Green status.



# The Green Dot Licence

What is the Green Dot and who can use it?

## What is the Green Dot?

The Green Dot is a European trademark that producers and suppliers add to their packaging to show consumers that they have contributed financially to the recycling of the products packaged in their country.

However, this does not mean that all packaging supplied with the Green Dot is recyclable.

Repak is the sole registered licensor of the Green Dot trademark for the Republic of Ireland under a legal agreement entered into with Pro Europe s.a.r.l.



## Does my business qualify for the Green Dot?

If your business is Irish-based and a Repak Member, use of the Green Dot comes inclusive with membership.

Producers who are not members of Repak may also register to obtain a licence to use the Green Dot on their packaging. Included in this category are companies that are:

- Registered in the Republic of Ireland and are either below the de minimis levels as set out in the European Union (Packaging) Regulations (2014)
- Registered self-compliers with their Local Authorities
- Importers of packaged products bearing the trade mark who otherwise may have an obligation under the European Union (Packaging) Regulations (2014)

A separate fee structure applies for a stand-alone, non-resident Green Dot licence for use on products offered for sale in the Republic of Ireland only. These are based on a cost per kg per material type of packaging marked with the symbol.

Any products sent for export are subject to local Green Dot fees that apply in the importing country.





# Marketing & Communications

Repak's Marketing and Communications team are committed to driving campaigns with Member-centric messages.

When it comes to Packaging Recycling, Repak's responsibility is to encourage behavioural change and keep Packaging Recycling at the forefront of public awareness to further improve our recycling rates. We do this through national campaigns throughout the year including:

## **Repak Recycle Week**

Helping sustain recycling as a top agenda issue through a national campaign run every year.

## **Repak's Team Green**

Launched during Repak Recycle Week 2018, Team Green is an initiative to inspire households and commercial businesses alike to recycle at least one more piece of plastic every week in order to help us reach ambitious plastics recycling targets that are upcoming for Ireland. Repak will continue to grow this campaign with a strategy that covers consumer, business, schools and our Members.

## **Repak Easter Appeal**

Advocating recycling during this packaging heavy period.

## **Shop With A Repak Member**

Promoting our Members by encouraging the public to do their Christmas shopping with businesses in Ireland who are fulfilling their legal obligation under the Packaging Regulations.

## **Repak in Schools**

Repak's 'Recycle and Change for the Better' school's programme targets primary schools students in Ireland and aims to educate children both in English and Irish about best recycling practices. Repak created five fun videos for schools, alongside lesson plans, quizzes, colouring sheets and more which were sent to every school in Ireland and are available to download on our website.

## **Repak Green Christmas**

A national campaign run over the Christmas holidays to promote recycling.

## **Repak.ie**

The Repak website is a hub of activity and is regularly updated to reflect our Members activities to demonstrate their commitment to a sustainable future for Ireland. Our website, which was overhauled last year, generates a quarter of a million hits per year.

## **Repak's Social Strategy**

Repak operates across Facebook, Twitter, LinkedIn, Snapchat and Instagram during our key campaign moments throughout the year. We handle inbound queries about recycling through these channels, and our social media reach and following continues to grow year on year.





# Enforcement of the Regulations

Local Authorities are responsible for enforcing the packaging regulations. If a business is over the packaging threshold (a turnover greater than €1 million and placing over 10 tonnes of packaging onto the Irish market) and it is deemed a 'Major Producer', they must comply with the European Union (Packaging) Regulations (2014) by law.

In 2017 the Department for Communications, Climate Action and the Environment (DCCA) put in place new structure to assist with enforcement of waste regulations and has had an immediate impact.

The formation of co-ordinated enforcement through the three Waste Enforcement Regional Lead Authorities (WERLA) has assisted Local Authorities in the pursuit of businesses that are breaking the law. Repak works closely with the WERLAs in supporting compliance of the regulations.



connacht-ulster  
waste region



southern  
waste region



eastern - midlands  
waste region

Failure to comply can result in businesses being taken to court by a relevant Local Authority and prosecuted. It is now difficult for businesses to avoid their obligation in relation to the Packaging Regulations.

Red Cow Interchange Estate  
1 Ballymount Road  
Clondalkin, Dublin 22  
Ireland, D22 HW67

T +353 (0)1 467 0190  
[www.repak.ie](http://www.repak.ie)

**REPAK** 