For the 2020 APCO Annual Report, CAPS Australia Pty Ltd has achieved Level 2 (Good Progress) for the core criteria. All seven core criteria were answered and zero out of six recommended criteria were answered. In addition, CAPS Australia Pty Ltd has either achieved or put in place three out of ten relevant packaging sustainability targets, and is publicly reporting progress against zero of these targets.

This Annual Report shows the organisation's performance against the APCO Packaging Sustainability Framework.

**CORE:** All core criteria.

**RECOMMENDED:** All answered recommended criteria.

**TOTAL:** Sum of all core and answered recommended criteria.

**LEADERSHIP:** All criteria that defines leadership on packaging sustainability.

**OUTCOMES:** All criteria that lead to direct improvement in packaging sustainability.

**OPERATIONS:** All criteria related to business operations for improving packaging sustainability.
**OUTCOMES**

1. **Communicating Goals and Guidelines**
   - **Core Criteria**
   - **Recommended Criteria**

**INDICATORS**

1. Applying on-packing indicators

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**REPORTING FRAMEWORK**

**1. LEADERSHIP**

1.1 Packaging sustainability strategy
1.2 Closed loop collaboration
1.3 Consumer engagement
1.4 Industry leadership

**2. OUTCOMES**

2.1 Packaging design & procurement
2.2 Packaging materials efficiency
2.3 Recycled & renewable materials
2.4 Post-consumer recovery
2.5 Consumer labeling
2.6 Product packaging innovation

**3. OPERATIONS**

3.1 Business to business packaging
3.2 On-site waste diversion
3.3 Supply chain influence

**LEVEL DESCRIPTION**

**LEVEL 0**
- **NOT YET STARTED**
- The organisation does not have a plan and has not started investigating options for action under the relevant criteria.

**LEVEL 1**
- **GETTING STARTED**
- The organisation is developing a plan or is investigating options for action under that criteria (e.g. agreeing on goals and targets).

**LEVEL 2**
- **GOOD PROGRESS**
- There are documented procedures in place (e.g. to implement the Sustainable Packaging Guidelines) or some progress has been achieved, data tracking shows up to 20% of products have achieved the desired outcome.

**LEVEL 3**
- **ADVANCED**
- The organisation has specific, measurable targets in place, or data tracking shows that >20% of products have achieved the desired outcome.

**LEVEL 4**
- **LEADING**
- The organisation has more rigorous procedures in place, or an ambitious target has been met e.g. >50% of products have achieved the desired outcome.

**LEVEL 5**
- **BEYOND BEST PRACTICE**
- The organisation has more rigorous procedures in place, or an ambitious target has been met e.g. 100% of products have achieved the desired outcome.

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**ABOUT THE APCO FRAMEWORK**

The APCO Packaging Sustainability Framework (the Framework) aims to provide a consistent and transparent framework for assessing and tracking packaging sustainability across organisations. The Framework consists of thirteen independent criteria that belong to three separate categories. These categories are (i) Leadership, (ii) Packaging Outcomes and (iii) Operations. The diagram above shows the different criteria included within each of these three categories.

There are two types of criteria within the Framework:
- **Core criteria** are mandatory and must be answered by all Members when completing the Annual Reporting Tool.
- **Recommended criteria** are not mandatory, but Members are encouraged to complete as many recommended criteria as possible.

Each criteria is divided into five levels of performance ranging from ‘getting started’ to ‘beyond best practice’. The diagram above illustrates the key differences between performance levels. Please see www.packagingcovenant.org.au for more information.

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**ABOUT APCO**

APCO is a co-regulatory, not for profit organisation that partners with government and industry to reduce the harmful impact of packaging on the Australian environment. APCO promotes sustainable design and recycling initiatives, waste to landfill reduction activities and circular economy projects. APCO Annual Reports are a key Membership obligation, providing Member organisations with a transparent method to track their packaging sustainability performance. Annual reporting also supplies APCO with valuable data and information to identify industry trends and advancements.
### TARGETS

<table>
<thead>
<tr>
<th>Question</th>
<th>Action Plan</th>
</tr>
</thead>
<tbody>
<tr>
<td>Do you have specific targets to review new products against the SPGs or equivalent?</td>
<td>None provided.</td>
</tr>
<tr>
<td>Do you have specific targets to review existing products against the SPGs or equivalent?</td>
<td>To shift all CAPS branded products to a minimum of 50% recycled packaging in the next 12 mths</td>
</tr>
<tr>
<td>Do you have specific targets to reduce (optimise) the quantity of material used in packaging?</td>
<td>None provided.</td>
</tr>
<tr>
<td>Do you have specific targets to improve recoverability of packaging (e.g. reuse, recycling, recoverability)?</td>
<td>To recycle 100% steel and strapping in the next 12 mths</td>
</tr>
<tr>
<td>Do you have specific targets to use sustainable (e.g. renewable and recyclable) materials in packaging?</td>
<td>Change kraft cardboard packing for CAPS branded products to recycled and reuse all suitable incoming packaging materials</td>
</tr>
<tr>
<td>Do you have specific targets to include on-pack labelling for disposal or recovery?</td>
<td>None provided.</td>
</tr>
<tr>
<td>Do you have specific targets to reduce on-site waste sent to landfill?</td>
<td>None provided.</td>
</tr>
<tr>
<td>Do you have specific targets to improve packaging sustainability through procurement processes?</td>
<td>None provided.</td>
</tr>
<tr>
<td>Do you have specific targets to engage in closed loop collaboration(s) with stakeholders?</td>
<td>None provided.</td>
</tr>
<tr>
<td>Do you have specific targets to reduce (optimise) business-to-business packaging?</td>
<td>None provided.</td>
</tr>
</tbody>
</table>
## COMMITMENTS

The Action Plan detailed below is a public commitment to advancing packaging sustainability outcomes as a Member of APCO. Members are encouraged to have a comprehensive internal plan with the steps they will take to fulfill their commitments.

### Criteria 1.1 PACKAGING SUSTAINABILITY STRATEGY (core)

<table>
<thead>
<tr>
<th>Level</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Getting started</td>
<td>Your organisation is committed to: Having a strategy to improve packaging sustainability.</td>
</tr>
</tbody>
</table>

### Criteria 1.2 CLOSED-LOOP COLLABORATION (core)

<table>
<thead>
<tr>
<th>Level</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Getting started</td>
<td>Your organisation is committed to: Investigating options to join or start a collaborative initiative to address barriers to the recovery of waste packaging.</td>
</tr>
</tbody>
</table>

### Criteria 1.3 CONSUMER ENGAGEMENT (recommended)

<table>
<thead>
<tr>
<th>Level</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Getting started</td>
<td>Your organisation is committed to engaging consumers about packaging sustainability by: (1) Applying on-pack claims or labels.</td>
</tr>
</tbody>
</table>

### Criteria 1.4 INDUSTRY LEADERSHIP (recommended)

Not relevant

Your organisation has indicated that this criteria is not relevant.

### Criteria 2.1 PACKAGING DESIGN & PROCUREMENT (core)

<table>
<thead>
<tr>
<th>Level</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Getting started</td>
<td>Your organisation is committed to: Preparing a procedure that requires the use of the Sustainable Packaging Guide lines (SPG) or equivalent to evaluate packaging during design or procurement.</td>
</tr>
</tbody>
</table>
COMMITMENTS

Criteria 2.2 PACKAGING MATERIALS EFFICIENCY (core)

1. Getting started
Your organisation is committed to: Developing a documented plan to optimise material efficiency.

Criteria 2.3 RECYCLED & RENEWABLE MATERIALS (core)

2. Good progress
Your organisation is committed to: Incorporating or optimising recycled and/or renewable content in up to 20% of products.

Criteria 2.4 POST-CONSUMER RECOVERY (core)

4. Leading
Your organisation is committed to: Having more than 50% of primary packaging be recoverable through existing post-consumer recovery systems and achieving the highest potential environmental value.

Criteria 2.5 CONSUMER LABELLING (recommended)

Not relevant
Your organisation has indicated that this criteria is not relevant.

Criteria 2.6 PRODUCT-PACKAGING INNOVATION (recommended)

Not relevant
Your organisation has indicated that this criteria is not relevant.

Criteria 3.1 BUSINESS-TO-BUSINESS PACKAGING (core)

1. Getting started
Your organisation is committed to: Developing a plan or investigating opportunities to reduce the amount of single-use business-to-business (B2B) packaging used internally or sent to customers.
COMMITMENTS

Criteria 3.2 ON-SITE WASTE DIVERSION (recommended)

Not relevant
Your organisation has indicated that this criteria is not relevant.

Criteria 3.3 SUPPLY CHAIN INFLUENCE (recommended)

1. Getting started
Your organisation is committed to engaging its supply chain about packaging sustainability by: (1) Communicating goals and guidelines.

SIGN OFF

Tony Halls
CEO
Friday, 17 July 2020

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