

**Signatory Name: Roasting Australia Holdings Pty Ltd****General Comments:**

Roasting Australia Holdings (Roasting Australia) deserves commendation for its efforts in working with packaging suppliers and designers to convert current packaging designs to achieve better sustainability outcomes. The organisation has increased recycled content in its cartons and is in the process of redesigning packaging to reduce the number of detachable components likely to become litter. The organisation is in the process of identifying parties interested in recycling or reusing hessian bags.

<b>Company Information</b>	<b>Conform</b>	<b>Comments</b>
<b><i>Action Plan</i></b>		
Name of organisation and subsidiaries	Y	
Nature of organisation (what it does, size or turnover)	Y	
Brands owned by organisation	Y	
Place in the supply chain	Y	Brand Owner
Packaging materials and formats used	Y	
Period covered by the plan	Y	2015 - 2017
Contact details for the responsible person (Covenant contact officer)	Y	Scott Mckerrell, Quality Systems Manager
Formal commitment by the CEO or equivalent, to implement the action plan	Y	Fiona Maggs
<b><i>Annual Report</i></b>		
Name of organisation and subsidiaries	Y	
Period covered by the report	Y	Calendar Year: 1 January 2016 – 31 December 2016

<b>Report Publication</b>	<b>Conform</b>	<b>Comments</b>
<b>Action Plan</b> published on signatory's web site in a prominent and readily identifiable way	N	
<b>Annual Reports</b> published on signatory's web site in a prominent and readily identifiable way	N	

**KPI Reporting and Performance*****Goal 1: Design, KPI 1 – Sustainable Packaging Guidelines (SPG)******Action Plan Requirements***

- SPG are used for the design or procurement of all new packaging.

Y

<ul style="list-style-type: none"> <li>There is a timetable for reviewing existing packaging. (or equivalent guidelines outlined)</li> </ul>	Y
<b>Conform:</b>	Y
<b>Comments</b>	

Roasting Australia has committed to review 100% of existing packaging.

<b>Annual Report Requirements</b>	
<ul style="list-style-type: none"> <li>Progress in implementing the SPG for design or procurement of packaging</li> </ul>	
<b>Conform:</b>	Y
<b>Comments</b>	

Roasting Australia has submitted packaging review evidence for bags, and evidence of reviews using the SPG. Bags and cartons were reviewed using the SPG.

<b>Goal 2: Recycling, KPI 3 – On site recovery systems for used packaging</b>	
<b>Action Plan Requirements</b>	
<ul style="list-style-type: none"> <li>A recovery system in place.</li> </ul>	Y
<b>Conform:</b>	Y
<b>Comments</b>	

Roasting Australia has committed to maintain their current in-house recycling system for recyclable production materials:

- Plastics
- Cardboard
- Coffee husk

Roasting Australia has committed to look for interested parties to collect and cut hessian bags.

<b>Annual Report</b>	
<ul style="list-style-type: none"> <li>Recovery system established (including which packaging materials are collected), or progress achieved during the reporting period.</li> </ul>	
<b>Conform:</b>	P
<b>Comments</b>	

The organisation has implemented effective recycling program for plastics, cardboard and coffee husk. Roasting Australia has monitored trends and maintained a good database of recycling quantities.

The organisation was unable to reuse or recycle their hessian bags.

**KPI 4 – Buy products made from recycled packaging****Action Plan Requirements**

- An existing policy or procedure (such as a Buy Recycled policy).
- If not, outline the timetable for establishing such a policy or procedure

Y

Y

**Conform:**

Y

**Comments**

Roasting Australia has committed to document & communicate its procurement & packaging policy, focusing on a 'buy made from recycled materials' approach.

**Annual Report Requirements**

- Progress in implementing a 'Buy Recycled' policy or equivalent

**Conform:**

Y

**Comments**

The organisation has achieved the following outcomes:

- Cartons are made from 83% recycled board.
- Cafe Palazzo range uses 100% recycled board.

**Goal 3: Product Stewardship, KPI 6 – Work collaboratively on packaging design and/or recycling****Action Plan Requirements**

Actions to improve packaging design and increase the recycling of used packaging. For example:

- policy to review all packaging against the SPG
- supply contracts that require take-back and recycling of packaging
- waste management contracts that require collecting and recycling packaging

**Conform:**

Y

**Comments**

Roasting Australia has committed to increase their technological understanding, with the aim to make informed decisions in line with the SPC principles. Roasting Australia has also committed to work with suppliers to improve packaging outcomes in terms of recycling and recovery.

**Annual Report Requirements**

- Progress in establishing formal processes to improve packaging design and increase recycling of used packaging.

**Conform:**

P

**Comments**

Roasting Australia has initiated discussions with suppliers and technology providers on improvements to bags,

however the organisation has not been able to bring out successful designs.

***KPI 7- Other product stewardship outcomes***

***Action Plan Requirements***

- Other product stewardship actions that the signatory will take to support the Covenant's objective and goals.

**Conform:**

Y

**Comments**

Roasting Australia has committed to have a system to recycle toner cartridges, and recycle sensitive and confidential documents.

***Annual Report Requirements***

- Examples of what was achieved during the reporting period as a result of these product stewardship actions.

**Conform:**

Y

**Comments**

Roasting Australia has implemented:

- Recovery boxes by Fuji Xerox for the recycling of photocopier toners. They have recycled approximately 25 toners.
- Secure Otto bins, with monthly collection of sensitive documents for shredding and recycling.

***KPI 8 – Reduction of packaging items in litter stream***

***Action Plan Requirements***

- Actions that the signatory will take to reduce litter.

**Conform:**

Y

**Comments**

Roasting Australia has committed to:

- On-site litter reduction.
- Identify and clean litter hotspots on site.
- Redesign packaging to reduce the number of detachable components likely to become litter.
- Include recycling and / or disposal logos in packaging artwork approval processes.

***Annual Report Requirements***

- Actions taken and outcomes achieved in trying to reduce litter.

**Conform:**

Y

**Comments**

The organisation has installed dedicated bins throughout the plant for rubbish and recycling collection. All plant processing areas have a SOP on End of Day cleaning, where all daily waste generated is removed at the end of a shift. The organisation is working with stakeholders to redesign packaging to reduce the number of detachable components likely to become litter. Roasting Australia has included recycling and / or disposal logos in their packaging artwork approval processes. Carton packaging of private label brand - Cafe Palazzo range, carries the recycle logo.

Legend: Y=Yes, N=No, P= Partial.