



Signatory Name: Baiada Pty Limited

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

Status: Completed

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:

7. Please indicate your organisation's reporting period:

- Financial Year: 1 July 2012 – 30 June 2013
- Calendar Year: 1 January 2013 – 31 December 2013

Goal 1: Design

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

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

Yes No

Provide details of policies and procedures

Baiada National Standard 'Evaluation and Procurement of Packaging Using Sustainable Packaging Guidelines' Version 1.0 Dated 14 March 2013. Baiada National Policy "Environmental Policy" Version 5.0 Dated September 2012

9. 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?

%

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

Yes No

11. 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 period?

%

12. 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.	Configure Tray Pack products in cartons to optimise space and aim for > 90% utilisation of pallet. Baseline utilisation estimated at between 77% and 85%	Action Completed. Currently, carton configurations are very much customer driven so the Target has been achieved as far as it can be under Baiada's control. The last calculation yielded between 85% and 92% pallet utilisation.
2.	Replace corrugated cardboard pallet pads with paper slip sheets targeting 30% reduction in cardboard use.	This has been occurring since November 2011. For this reporting period, approximately 267 tonnes of cardboard was saved through using paper sheets instead of cardboard pads. These sheets are not suitable for all sites due to wet environments, which prompted a trial of a thinner, semi-waterproof pad which proved unsuccessful. This has led into another action which focuses on preventing liquid leaking from liners. This will be carried forward into the 2014-15 Action Plan.
3.	Reduce cardboard content of cartons to deliver 10% reduction in cardboard usage.	Last reporting period, the recycled content of the Boix carton was successfully increased from 53% to 77% recycled cardboard content by weight. This action has been completed as higher recycled content is not considered robust enough for the intended purpose.
4.	Investigate replacement of retail cardboard box with polythene bag or other food grade materials to remove the outer box.	This was flagged as a long term project - up to 3 years to complete. APC was contacted in relation to possible assistance with funding. However, after initial consultations with customers, the demand is to retain both the existing inner and outer packaging for storage and presentation purposes, hence this action cannot proceed. As reported last year, a new product was introduced in a bag only instead of a bag and a box. It is aimed that for future products this will be the strategy.

5.	Rationalise Further Processed Product cartons down from 26 designs to 5.	One Further Processing site already using only 5 cartons. The second Further Processed site had cartons rationalised down to 18 at end of last reporting period but could not proceed further until shelf-ready carton was finalised (Oct 13) as needed to fit configuration. Final outcome will be detailed in next reporting period.
6.	Conduct formal product rationalisation every six (6) months with the aim of deleting products that are in poor demand, thus rationalising packaging.	Formal meetings with minutes were conducted in October 2012, March and May 2013. This project helped to drive the carton rationalisation objectives for Further Processing as described above in Target 5.
7.	Promote bulk packaging where feasible, saving repacking and wastage of cardboard cartons / liners / individual plastic crates to wash.	As reported last year, this project has been completed nationally with the exception of Western Australia which commenced trials with some smaller customers in October 2013, the outcome of which will be reported next year. For this reporting year, reports show a reduction in total cardboard use of 3.38% compared to last year and 52.3% reduction in HDPE liner use from last year.
8.	Complete existing packaging assessments in accordance with the Sustainable Packaging Guidelines Template by 2016. Target for 2012-13 FY was 9 assessments.	This year, assessments of existing packaging were conducted on the QSR bag, the Bulk WIP carton, Fresh whole chickens in plastic tubs, Tray Pack and E-bags. This enabled completion of 52% of existing packaging to be assessed and 78% of the number targeted for this reporting year.
9.	Liaise with suppliers on relevant packaging initiatives.	Visy S210 paper (higher recycled content) is now in Boix cartons and performing well. This may be possible to use in other cartons in the future. There were no other packaging supplier initiatives in the last reporting period.
10.	Streamline purchase order system to email PDF file to the supplier instead of faxing.	This has the potential to save up to 160 reams of paper for suppliers per annum. It is currently in place for the Steggle's Foods and Top Hat businesses and is progressing at other sites with a proposed completion date of end 2015. It is not possible to accurately quantify the savings as they are to the suppliers' benefit.
11.	Investigate use of interlocking plastic tubs which would require one label instead of two (apart from customers who require two labels). This was not included on the original Action Plan but has since arisen as a long term project.	Baiada recognised the opportunity for label saving but would take considerable time to phase out existing crates. Prototypes were manufactured to enable cross stacking and so would only require one label (current blue crates can only column stack and require 2 labels). As at March 2013 the business decided to keep using their existing tubs, so this investigation is now completed.

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

Target 1 : This action has become very much customer-driven and outside the control of Baiada.
Target 2: Not all sites have been able to adopt this due to unsuitability in wet environments. However, major savings in cardboard use have been demonstrated.
Target 3: Has been successful in reducing virgin cardboard content in the main cardboard carton in use in the business with the assistance of the supplier.
Target 4: Had the potential to save around 300 tonnes cardboard per year had it been accepted by customers.
Target 8: It is difficult in today's manufacturing environment for Senior personnel to set aside the time required to complete these. However, commitment remains to complete this action by the due date.

Goal 2: Recycling

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

14. 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

15. 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.	Maintain the existing onsite recycling systems to collect used packaging. Target was to increase the overall landfill diversion rate of used packaging by 5% (recovery rate) for each activity across the Group.	<p>All existing onsite recycling systems have been retained. A broad target of 5% increase in recovery rate was set for the 2012-13 Financial Year. Outcomes as follows:</p> <table border="1"> <thead> <tr> <th>ACTIVITY</th> <th>2011-12</th> <th>2012-13</th> <th>% DIFFERENCE</th> </tr> </thead> <tbody> <tr> <td>Primary Plants</td> <td>16.57%</td> <td>21.95%</td> <td>+ 5.38%</td> </tr> <tr> <td>Rendering</td> <td>0.75%</td> <td>2.43%</td> <td>+ 1.68%</td> </tr> <tr> <td>Hatcheries</td> <td>6.10%</td> <td>4.59%</td> <td>-1.51%</td> </tr> <tr> <td>Feed Mills</td> <td>10.3%</td> <td>12.25%</td> <td>+1.95%</td> </tr> <tr> <td>Further Processed</td> <td>21.97%</td> <td>21.83%</td> <td>- 0.14%</td> </tr> </tbody> </table> <p>These improvements translate to 1,818 tonnes waste diverted from landfill for last Financial Year. The overall recovery rate for the Group is now at 15.62% (These figures do not include recycling of organics).</p> <p>In addition, an office battery and used mobile phone recycling initiative has continued.</p>	ACTIVITY	2011-12	2012-13	% DIFFERENCE	Primary Plants	16.57%	21.95%	+ 5.38%	Rendering	0.75%	2.43%	+ 1.68%	Hatcheries	6.10%	4.59%	-1.51%	Feed Mills	10.3%	12.25%	+1.95%	Further Processed	21.97%	21.83%	- 0.14%
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2.	Expand existing onsite recycling systems to collect waste packaging from amenities.	This increased over the last reporting period from 50% to 62% of sites participating in recycling of cans, bottles, cartons, etc in the lunchroom amenities. The trial unit for composting waste food has been installed at Hanwood and results will be reported in next year's report. This is in line with the 'Love Food, Hate Waste' initiative driven by the NSW Office of Environment and Heritage.																								
3.	Streamline Marketing Material that is Printed and Distributed.	Action completed. Currently mailing 5,600 issues of corporate newsletter quarterly instead of printing and distributing 7,500 initially. This is saving 256 kgs paper per issue which translates to 1.026 tonnes per annum. Issues are printed on paper containing 60% recycled content; printer advised significant deterioration in quality at any higher percentage, so this is the final outcome. In addition, 180 monthly posters are created and are again printed on paper with 60% recycled content, which had originally been printed on virgin paper.																								
4.	Identify opportunities to recycle soiled plastic liners.	Trials conducted in NSW were unsustainable in an economic sense. With Pendle Hill becoming mainly a Distribution Centre, there was little opportunity to trial from Sydney. The Ipswich Plant was approached to trial recycling of this material; however, the supplier never followed through. At this stage, this action has progressed as far as it can.																								
5.	Report on percentages of segregated and recycled packaging material (paper, glass, aluminium, etc) at all premises conducting recycling.	Action very difficult to complete - focus is now mainly on total diversion rate from landfill for recycling of used packaging. Please see Target 1 above in this Section.																								

6.	Continue staff education regarding benefits of recycling and importance of correct separation.	Action completed. Final sessions for WA Livestock and Processing held in March 2013 and in May 2013 for SA Livestock and Victoria. All areas have had this training for management; floor staff training continues with environmental awareness training on an ongoing basis with most of the smaller sites completing annually; larger sites the minimum is two yearly. Reinduction also covers this and is done every two years for all employees. This is audited through the Group Environmental Management System to ensure compliance is maintained.
7.	Continue Environmental updates in Company Newsletters ("Fowl Talk") every 6 months.	<p>For the 2012-13 Financial Year, the following environmental articles were included:</p> <p>Spring 2012: Australian Packaging Covenant Update / Commencement of Soiled Liner Recycling Trial / Tree Planting at Halls Creek and Luddenham / Pendle Hill initiative on battery and mobile phone recycling / Tamworth recycling for light bulbs and fluorescent tubes</p> <p>Summer 2012: South East Water funding for Victorian Hatchery water saving initiative / Green Skills Training for Sydney Supervisors / Country Road Hatchery landscaping / Environmental Coordinators complete Certificate IV in Onsite Environmental Management training / SA Livestock personnel attend Cleaner Production Practices Workshop</p> <p>Autumn 2013: Beresfield Site Landscaping / Riverina Water Recycling / Fire Water Containment Kits deployed at Victorian Hatchery</p> <p>Winter 2013: Major article on Business Clean Up Australia Day 2013 including the Australian Packaging Covenant Award for 'Most Participants' category.</p>
8.	Report volume of recyclables sent to recycling versus landfill (% recovery rates).	Please see Target 1 above.
9.	Expand recycling to include breeder farms.	<p>This has continued for breeders in WA, South Australia and South East Queensland. At this stage there are no volumes being recorded in these regions.</p> <p>Tamworth EMS broiler farms recycled: 7 x 240 ltr bins paper 4 x 240 ltr bins plastic 4 x 240 ltr bins aluminium cans</p> <p>Our EMS certified Sydney broiler farm recycled 0.8 tonnes and our EMS Central Coast broiler farm recycled 1.93 tonnes.</p> <p>It is planned that these initiatives will be expanded further, although organising pick ups in some of the more remote areas remains challenging.</p>
10.	Conduct waste audits over all major packaging use sites.	This initiative has now been completed for all the major packaging use sites with the final audit at Laverton Processing Plant in November 2013.

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

Target 1: This is constrained by certain regions in their ability to support recycling of all packaging materials, such as Far North Queensland and Regional NSW.
Target 9: Again, it is difficult to establish efficient collection systems with many remote sites causing issues with logistics and the viability of such programs.

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

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

- Yes No

Provide details of policies and procedures (including names of policies/ procedures)

This is contained in the Baiada Environmental Policy version 5 dated September 2012.

18. Is this policy actively used?

- Yes No

19. 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.	Implement 'Buy Recycled' Policy	This was due for completion by 31 July 2013. A list of purchased items commencing with packaging was compiled and the recycled content of these items is in progress of being determined which should be completed by the end of this Financial Year. Further assessment of other items purchased have not yet commenced.
2.	Report annually on the number of recycled content / sustainable products procured.	At this stage, it has not been possible to set the baseline. It is aimed that this will be completed by end of next reporting year.

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

The amount of recycled materials in packaging is restricted by food safety considerations and also by recycled content weakening the strength of the material. The business is limited in the number of packaging products it can use with recycled content; however now that the packaging is listed, the SPG Assessments will be used to identify the secondary and subsequent packaging and this project will commence with these.

Goal 3: Product Stewardship

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

21. 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

Provide details of policies and procedures (including names of policies/ procedures)

This is achieved through the Baiada Environmental Management System. Each site under the EMS has its own Operations Manual called EMS-SOP-(document number)-(Site name) where this is described under the section relating to Management of Solid Waste. This is mainly focused on recycling which aims to reduce or eliminate waste rather than improve packaging designs.
In relation to packaging design, the Product Development Department and Procurement collaborate formally with the packaging supplier but the process for this is not as yet documented.

22. 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.	Work with packaging suppliers to improve the recyclability of packaging used. The aim is to increase recyclability of packaging currently in use by 10%.	<p>The previously mentioned increase in recycled content for Boix carton from 52% to 77% saved 880 tonnes of cardboard used.</p> <p>This is a project limited by the inability to have recycled content in food packaging. Currently, a list of all packaging has been compiled, after which all non contact packaging (secondary and higher) is to be identified to determine what products and suppliers this would relate to. From this, Procurement will then identify where additional gains can be made.</p> <p>Feed Mills are currently corroborating with suppliers and waste providers to recycle plastic ingredient bags. It is hoped this will be completed by the end of the current reporting year.</p>
2.	Build awareness and engagement with appropriate internal staff to improve the recyclability of used packaging (for example, marketing, innovation, product development).	Key personnel in the decision making process are involved in either the Packaging Covenant Committee or in the assessment of new packaging using the SPG Template as all packaging is designed and managed by the Product Development Department. All staff involved are aware of the aims and objectives of this Target. The outcomes of this process are detailed under KPI 1 for the 2012-13 reporting year.

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

New products are generally sold in existing packaging. Occasionally, these are driven by retailer and customer specifications over which the business has little influence. Again, the food safety requirement and environment of the production and storage conditions preclude the ability to include more recycled material in the primary packaging, which is why the focus has now shifted to secondary packaging.

KPI 7: % signatories showing other Product Stewardship outcomes.

24. 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.	Reduce the amount of wasted packaging which needs to be discarded due to discontinuation of product lines. The purchasing of packaging in bulk can lead to excessive waste if this occurs as suppliers are unwilling to have it returned to them. It is not possible to set a target due to the unpredictability of this; however, overall packaging use of trays purchased for this reporting period has been set as a baseline and a % reduction in purchase can be established for next reporting period.	A tray mould machine is currently being sourced and will be installed at one of the Further Processing sites. This will enable the site to use only what is required and eliminate excessive waste being generated through discontinued lines. This is expected to be in place by the end of the 2013-14 reporting year.
2.	Promote the excellent sustainability outcomes of Baiada through entering the Tamworth Annual Business Awards.	In 2013, Baiada was awarded the prize for "Excellence in Sustainability" based on the achievements of the Tamworth operations for last Financial Year.
3.	Further the continuous improvement cycle by driving sustainability objectives and targets through the Corporate Certified Environmental Management System.	Baiada has been nominated by NCSI for the 2013 "Chairman's Award for Excellence in Environmental Management Systems". However, due to the takeover of NCSI by BSI, the outcome of this has not as yet been announced.
4.	Reduce, or preferably eliminate, paper towels in use in areas of high consumption.	Trial of Dyson Air Blade in Tamworth Processing Plant which was successful. As yet, the quantification of this initiative has not been determined but potential savings on paper towels are believed to be significant. This has the potential to follow onto other similar sites.
5.	Examine feasibility of waste food composting in amenities to adopt the principles of 'Love Food, Hate Waste' initiative led by the NSW Office of Environment and Heritage.	Small food composter was obtained and is currently under trial at Hanwood Site. Outcome should be known by next report.
6.	To trial recycled office paper for printing, photocopying and any other office functions.	Although the trial was successful, the business has opted instead for carbon neutral paper.

25. 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

These are all detailed above. Although they were not part of the original APC Action Plan, they are relevant to this KPI.

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

There were no real issues in implemented these objectives as staff were well aware of the benefits.

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

27. 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.	Support litter reduction initiatives and events.	<p>Baiada is a major supporter of Business Clean Up Australia Day (details in Target 2 below).</p> <p>Also, weekly site audits for each major site are continuing. These audits aim to remove litter as well as monitor environmental compliance and general housekeeping. Compliance for the last four years is listed below:</p> <p>2010 74.26% 2011 76.28% 2012 78.12% 2013 87.34%</p> <p>For 2014 the aim is to reach 90% compliance.</p>
2.	Business Clean Up Australia Day event to be organised nationally, every year. Target is 100% participation.	<p>For 2011, seven sites did not participate (73% total participation).</p> <p>For 2012, 23 out of 29 sites (79%) participated involving 85 participants who collected 51 bags containing approximately 659 kgs of rubbish.</p> <p>For 2013, 100% of sites participated, involving 205 people, who collected 211 bags of rubbish which weighed approximately 1.3 tonnes! For this effort, Baiada won the 'Most Participants' Category Award in the competition run by the Australian Packaging Covenant.</p> <p>For 2014, 100% participation was also targeted.</p>
3.	Investigate opportunities to provide information to consumers on how to dispose of packaging appropriately.	Action completed. The "Please Dispose of Thoughtfully" message is now carried on all relevant packaging and labels.

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

As Baiada, packaging is rarely used outside the kitchen /home environment due to the types of product manufactured. Therefore our focus is on reducing litter impacts on our sites and in their immediate vicinity.

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.

29. Key achievements or good news stories

Again in the 2012-13 reporting year, the main successes were through the initiatives of the increased bulk packaging and the decreased amount of virgin material in the main (Boix) carton seen in the reduction in use of cardboard and HDPE liners. The ability to move product directly to customer distribution centres has also helped in contributing to these savings.

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

Areas of difficulty have been explained in the body of this Report.