

APCO Performance Summary

Company Name: **Pilot Pen Australia Pty Ltd**

Trading As:

ABN: **37144701502**

About the APCO Annual Report & Performance

The score above and chart below indicate your organisation's overall performance in the 2023 APCO Annual Report. With your chosen reporting period of **January, 2022 - December, 2022** you have achieved a **Beyond Best Practice** overall performance level.

1 Getting Started
2 Good Progress
3 Advanced
4 Leading
5 Beyond Best Practice

Understanding APCO Annual Reporting performance levels:

- 1 Getting Started:** You are at the start of your packaging sustainability journey.
- 2 Good Progress:** You have made some first steps on your packaging sustainability journey.
- 3 Advanced:** You have taken tangible action on your packaging sustainability journey.
- 4 Leading:** You have made significant progress on your packaging sustainability journey.
- 5 Beyond Best Practice:** You have received the highest performance level and have made significant progress on your packaging sustainability journey.

Packaging Sustainability Framework criteria

Criteria 1: **Governance & Strategy** This criteria considers actions to integrate packaging sustainability into business strategies.

Criteria 2: **Design & Procurement** This criteria considers actions taken to ensure that sustainability principles are considered in the design or procurement of both new and existing packaging through use of the Sustainable Packaging Guidelines (SPGs).

Criteria 3: **Recycled Content** This criteria considers actions taken to increase or optimise the amount of recycled material used by your organisation.

Contact

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Criteria 4:

Recoverability

This criteria considers actions taken to improve the recovery of packaging at end-of-life and increase use of reusable packaging.

Criteria 5:

Disposal Labelling

This criteria considers the extent to which packaging has been labelled to help consumers determine what to do with packaging at end-of-life.

Criteria 6:

On-site Waste

This criteria considers progress in increasing the amount of on-site solid waste being diverted from landfill.

Criteria 7:

Problematic Materials

This criteria considers the extent to which organisations are actively phasing out problematic and unnecessary single-use plastic packaging and preventing/reducing litter.

APCO Annual Report Criteria Performance & Responses

Provided below are your organisation's responses to the questions within the APCO Annual Report.

Criteria 1

Governance & Strategy

Does your organisation have a strategy that includes goals for packaging sustainability that addresses the Sustainable Packaging Guidelines (SPGs) or equivalent?

Yes No

Supporting Evidence

Green Policy and artwork F017 forms are used that indicate the checklists for environmental preferences.

Our Procurement team are constantly exploring new more environmentally friendly options for our packaging with new and existing suppliers.

Criteria 2

Design & Procurement

Do you use the SPGs to review your packaging?

Yes No

Are you keeping records of the outcomes of your reviews using the SPGs?

Yes No

Please provide an example of a positive outcome you have achieved.

Complete roll out of approximately 56 SKU's changing material substrate from blister to cardboard packaging was successfully achieved.

In addition, we have been pro-actively investigating and engaging with external providers to offer long term viable solutions that meet new packaging requirements.

How many reviews did you conduct during the reporting period?

1

Supporting Evidence

Transition of plastic blister packaging to FSC-certified cardboard substrate across an entire range.

Criteria 3

Recycled Content

Do you have a policy or procedure to buy products and/or packaging made from recycled materials?

Yes No

Does any of your packaging contain recycled materials?

Primary

Yes No

Secondary

Yes No

Tertiary

Yes No

Supporting Evidence

Signed supplier declaration forms across major brand portfolio's
Agenda items to suppliers on APC and desire for future improvements

Criteria 4

Recoverability

Have you investigated the recoverability of your packaging to look for opportunities for greater reuse or recycling?

Yes No

Supporting Evidence

Loscam pallets and cardboard cartons are continuously re-used throughout the supply chain.

We have a major focus to engage with Corporate Australia via our B2B partners to promote refilling in office environments to reduce plastic waste by increasing the lifespan of pen barrels.

Criteria 5

Disposal Labelling

Do you provide disposal information for your packaging on-pack?

Yes No

Supporting Evidence

The marketing team currently use written instructions on disposing packaging thoughtfully and visual elements to communicate how materials are to be separated and disposed of. End of 2022 we actively investigated the opportunity to use ARL symbols on our new artwork designs planned for launch in 2023.

Criteria 6

On-site Waste

Do you have a system to collect and recycle used packaging generated at your facilities (e.g. office, warehouse etc.)

Yes No

Supporting Evidence

The warehouse actively re-use's thousands of shippers to customers during the year.

We also continue to separate waste within the warehouse between the different substrates including waste, plastic and paper/cardboard. There is a compactor on site to help optimise cardboard size within the waste.

Your full response can be found towards the end of this document.

Criteria 7

Problematic Materials

Which of the following activities do you undertake to help reduce the impact of litter?

- Conduct regular clean-ups on-site
- Participate in Business Clean-Up Day
- Redesign packaging to eliminate components that may have the propensity to become litter
- Other (please specify)

Please specify

- None of the above

Supporting Evidence

Re-designing blister packs to cardboard packaging to consumers
Re-visiting packaging fillers within units

Additional Information

- No additional information

Please tell us about any innovative packaging sustainability initiatives you have implemented during your chosen 12 month reporting period.

In line with 2025 National Packaging Targets of "phasing out problematic single use plastic" we have converted hangsell packaging types into cardboard substrate materials across 56SKU's achieving savings of plastic material. We have also actively investigated the ARL logo across some of our products for consideration of launch in 2023. Overall our company has long term plans to re-investigate all packaging

Your full response can be found towards the end of this document.

Please tell us of any constraints you may have had during your chosen 12 month reporting period that has impacted on your packaging sustainability initiatives and Covenant obligations.

Coming out of covid and into hybrid working arrangements including new staff turnover all our forms and processes on packaging and requirements are now required to be re-visited for more accountability and filing.

As a smaller company we still continue to find it hard to capture and maintain all the exact requirements for SPG guidelines especially when assessing for lifecycle impacts without having all the assessment tools

Your full response can be found towards the end of this document.

Full Open Responses

Criteria 6 - Supporting Evidence

The warehouse actively re-use's thousands of shippers to customers during the year.

We also continue to separate waste within the warehouse between the different substrates including waste, plastic and paper/cardboard. There is a compactor on site to help optimise cardboard size within the waste container during any peak season and where boxes cannot be re-used.

Additional Information - Please tell us about any innovative packaging sustainability initiatives you have implemented during your chosen 12 month reporting period.

In line with 2025 National Packaging Targets of "phasing out problematic single use plastic" we have converted hangsell packaging types into cardboard substrate materials across 56SKU's achieving savings of plastic material. We have also actively investigated the ARL logo across some of our products for consideration of launch in 2023. Overall our company has long term plans to re-investigate all packaging options.

We have also actively targetted businesses about educating end users on the refill story as opposed to throwing away the pen - encouraging extended long life and less burden on adding to landfill.

We still continue to use the Frixion Toshiba Printer (re-use and erase paper feature) which saves thousands of pieces of paper in the warehouse in its paper picking slips capabilities.

Additional Information - Please tell us of any constraints you may have had during your chosen 12 month reporting period that has impacted on your packaging sustainability initiatives and Covenant obligations.

Coming out of covid and into hybrid working arrangements including new staff turnover all our forms and processes on packaging and requirements are now required to be re-visited for more accountability and filing.

As a smaller company we still continue to find it hard to capture and maintain all the exact requirements for SPG guidelines especially when assessing for lifecycle impacts without having all the assessment tools in place especially in relation to water and emissions output. Where we have direct control over product manufacturing we have been able to continue to make improvements