

# Mandatory Packaging Reporting Requirements under the Resource Sustainability Act



## **Presentation Outline**

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1. Overview of Mandatory Packaging Reporting Requirements under the RSA
2. Objectives of Mandatory Packaging Reporting
3. Companies and Products Coverage
4. Packaging Coverage
5. Requirements for Packaging Reports and 3R Plans
6. Keeping of Records
7. Offences and Penalties
8. Implementation Timeline

# 1. Overview of Mandatory Packaging Reporting Requirements under the RSA

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- The Resource Sustainability Act (RSA) was gazetted on 4 October 2019
- Gives legislative effect to the regulatory measures targeting the three priority waste streams of e-waste, food waste and packaging waste
- Mandatory packaging reporting requirements commence on **1 July 2020**, as published in the RSA commencement notification.



Resource Sustainability Act (RSA)

## Mandatory Packaging Reporting Requirements

- Specified under Part 4 “Reporting in Relation to Packaging” of the RSA
- Companies that meet the **prescribed threshold criteria** will be required to:
  - Submit annual reports on **specified packaging** imported/used and 3R plan for packaging in Singapore based on **prescribed requirements**
  - Keep records related to reports and plans based on **prescribed requirements and retention period**
- Subsidiary Legislation containing details of reporting requirements is targeted to be gazetted by 2Q/3Q 2020.



RSA (Commencement) Notification



## 2. Objectives of Mandatory Packaging Reporting

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- To bring greater awareness to companies on the potential benefits for packaging reduction within their business operations
- To spur companies to take action to reduce the amount of packaging used and packaging waste disposed of, and offer flexibility for companies to implement measures
- To prepare companies for the Extended Producer Responsibility (EPR) framework for packaging waste management, which will be implemented no later than 2025
- Packaging data collected could aid in future review and development of policies and programmes on packaging waste management



# 3

## Companies and Products Coverage

## Companies Coverage – Definition of “producer”

19. (2) In this Part, “**producer**”, in relation to any **specified packaging**, means a person (A) who carries on a business of **supplying regulated goods** in Singapore and in furtherance of that business —

- (a) imports specified packaging by importing regulated goods that have been packed into or with, or wrapped with, specified packaging; or
- (b) uses specified packaging —
  - (i) by packing the regulated goods into or with specified packaging or wrapping the regulated goods with specified packaging;
  - (ii) by engaging another person to do anything mentioned in sub-paragraph (i) for or on behalf of A or otherwise causing anything mentioned in sub-paragraph (i);
  - (iii) where A supplies the regulated goods to a retailer, by providing specified packaging to the retailer that A requires the retailer to use in connection with the retailer’s supply of the regulated goods; or
  - (iv) where A is a retailer, by providing the specified packaging to a consumer who purchases regulated goods from A, to enable the consumer to put the regulated goods into the specified packaging,

but does not include a person who does anything mentioned in paragraph (b)(i) for or on behalf of a Singapore-connected person, or the retailer mentioned in paragraph (b)(iii).

Companies that meet all the following criteria are required to comply with the mandatory packaging reporting requirements under the RSA:

- Carries on a business of supplying **regulated goods** in Singapore
- Meet the **prescribed threshold criteria**
- Imports **specified packaging** as per S19(2)(a) or uses **specified packaging** as per S19(2)(b) of the RSA

## Products Coverage – Definition of “regulated goods”

19. (1) “**regulated goods**” means any goods other than goods prescribed as excluded from this definition;

*Note: Description below is tentative, and the actual text will be finalised in the Subsidiary Legislation under the RSA*

Goods to be excluded	Examples
Arms and Explosives	Firearms, air-guns, bullet, gunpowder, explosives, explosive precursors etc. (as covered under the “Arms and Explosives Act”)
Large Motor Vehicles and Crafts	Buses, cars, minibuses, vans, motorcycles Aircraft, ships, floating rigs
Heavy machinery, equipment and appliance including their spare parts, accessories and complementary peripherals for use in manufacturing or industrial process	See Slide 8

## Heavy machinery, equipment and appliance including their spare parts, accessories and complementary peripherals for use in manufacturing or industrial process:

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*Note: Description is tentative, and the actual text will be finalised in the Subsidiary Legislation under the RSA*

- |       |  |         |  |
|-------|--|---------|--|
| i.    | Tanks, reservoirs and containers of metal (e.g. metal cylinders, storage vessels and containers for compressed or liquefied gas) | xvii.   | Welding and soldering equipment  |
| ii.   | Heating boilers, radiators and correctors  | xviii.  | Packaging machinery  |
| iii.  | Steam generators   | xix.    | Other general purpose machinery  |
| iv.   | Electric motors, generators, transformers and electricity distribution and control apparatus                                     | xx.     | Agricultural and forestry machinery  |
| v.    | Engines and turbines, including those for aircraft, vehicle, cycle and marine engines  | xxi.    | Machinery and machine tools – metal cutting and metal forming types  |
| vi.   | Pumps (e.g. hydraulic pumps, drainage pumps) and compressors   | xxii.   | Metal additive manufacturing (AM) equipment  |
| vii.  | Taps and valves  | xxiii.  | Oil rigs, oilfield and gasfield machinery  |
| viii. | Bearings and gears including power transmission equipment, power transmission chain  | xxiv.   | Machinery for mining, quarrying and construction   |
| ix.   | Ovens, furnaces and furnace burners  | xxv.    | Machinery for food products processing   |
| x.    | Lifting and hoisting machinery   | xxvi.   | Machinery for beverage production  |
| xi.   | Lifts and escalators   | xxvii.  | Machinery for tobacco processing   |
| xii.  | Lifting and handling equipment including conveying systems and industrial automated systems                                      | xxviii. | Machinery for textile, apparel and leather production  |
| xiii. | Industrial robots (including Automated Guided Vehicles (AGVs) and service robots   | xxix.   | Semiconductor assembly and testing equipment   |
| xiv.  | Refrigerating, air-conditioning, freezing and ventilating machinery and equipment  | xxx.    | Semiconductor foundry equipment  |
| xv.   | Laser equipment  | xxxi.   | Water/waste water treatment equipment  |
| xvi.  | Separation/mixing equipment (e.g. filters, separators, mixers)   | xxxii.  | Plastic processing machinery   |
|       |  | xxxiii. | Woodworking machinery  |
|       |  | xxxiv.  | Polymer additive manufacturing (AM) equipment  |
|       |  | xxxv.   | Railway locomotives and rolling stock  |
|       |  | xxxvi.  | Other special purpose machinery including plating equipment, industrial paint mixers and chemical mixing equipment |



## Prescribed Threshold Criteria

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19. (1) **“prescribed threshold criteria”**, in relation to a producer, means all or any of the following criteria, as may be prescribed:

- (a) the annual turnover of the producer;
- (b) the quantity of specified packaging imported or used by the producer;

- For a start, prescribed threshold criteria is set at annual turnover exceeding \$10 million of the producer
- Threshold criteria could be reviewed in the future
  - Annual turnover threshold could be revised
  - Quantity of specified packaging could be included

## Import/ Use Specified Packaging (1)

19. (2) (a) imports specified packaging by importing regulated goods that have been packed into or with, or wrapped with, specified packaging;

### Examples of companies

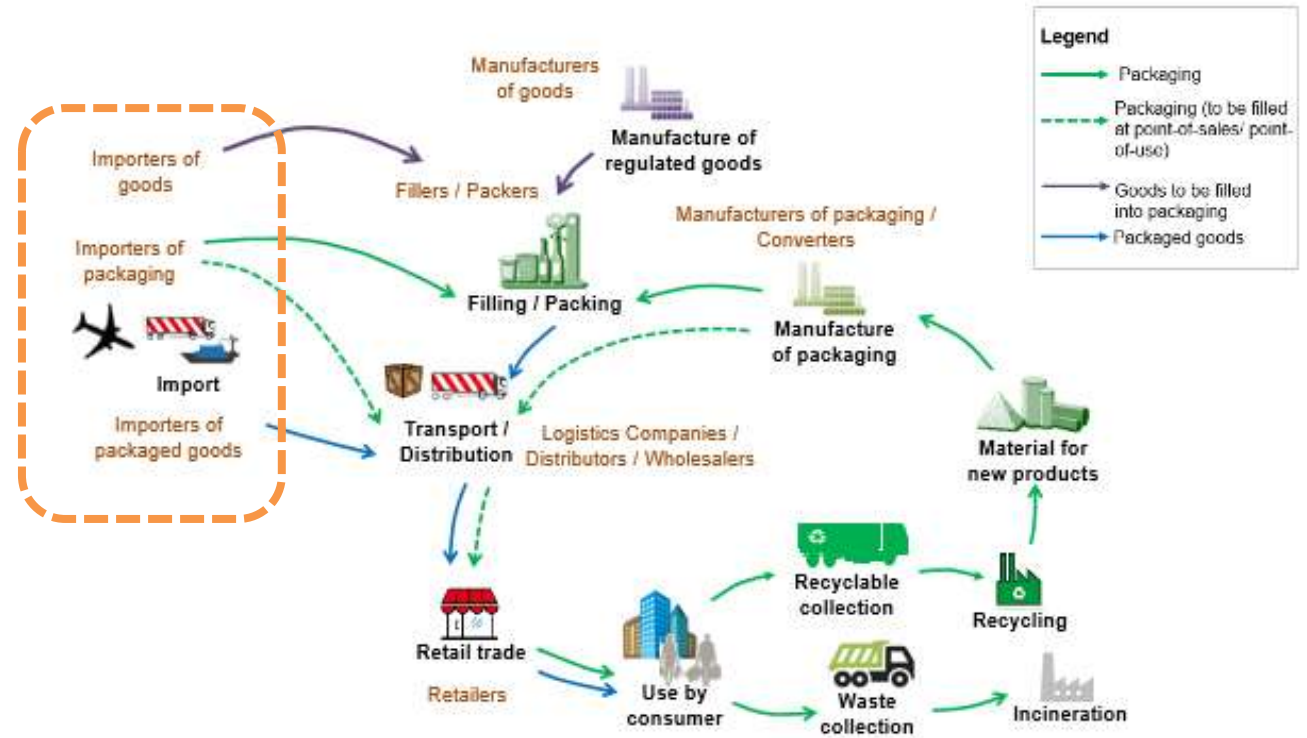
- Importers of regulated goods
- Packaging is a type of regulated good, so importers of packaging are required to report the specified packaging used to pack or wrap the packaging that they import



Importer to report on the plastic bag used to package the paper cups



Importer to report on the plastic wrap used to package the plastic containers



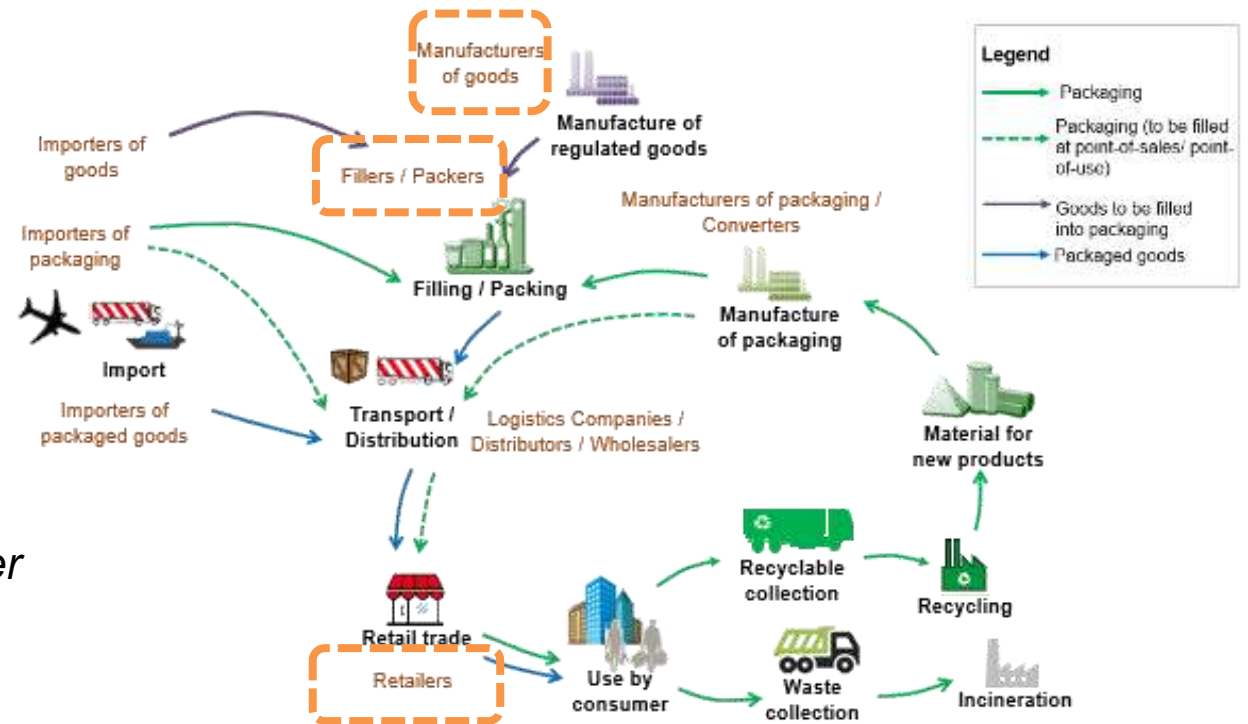
## Import/ Use Specified Packaging (2)

19. (2) (b) uses specified packaging —  
(i) by packing the regulated goods into or with specified packaging or wrapping the regulated goods with specified packaging;  
but does not include a person who does anything mentioned in paragraph (b)(i) for or on behalf of a Singapore-connected person, or the retailer mentioned in paragraph (b)(iii).

### Examples of companies\*

- Manufacturers of regulated goods
- Fillers/ packers
- F&B retailers e.g. fast food restaurants, bakeries

*\*Excludes companies that do so on behalf of another company*

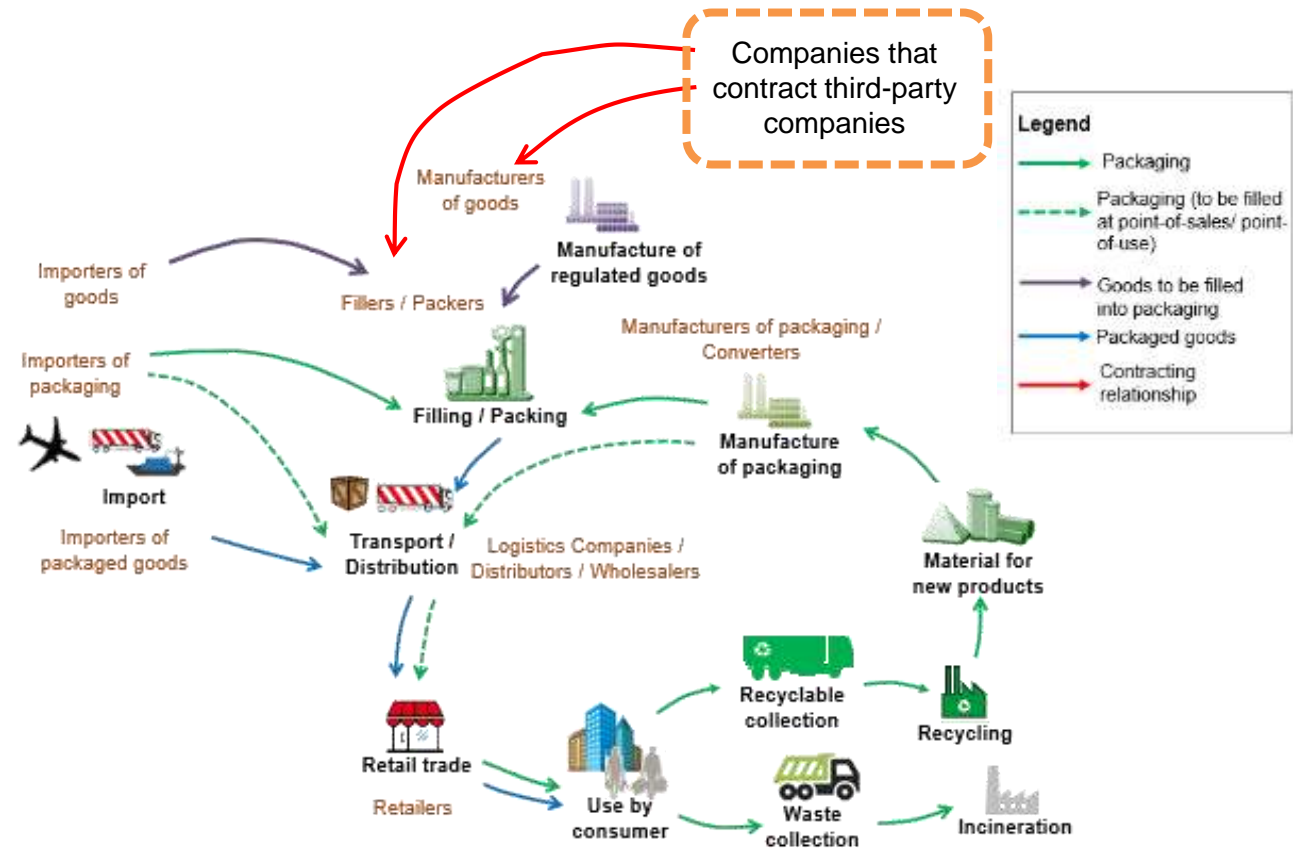


## Import/ Use Specified Packaging (3)

19. (2) (b) uses specified packaging —  
(ii) by engaging another person to do anything mentioned in sub-paragraph (i) for or on behalf of A or otherwise causing anything mentioned in sub-paragraph (i);

### Examples of companies

- Companies that contract third-party companies to manufacture packaged goods or pack goods (e.g. brand owners)

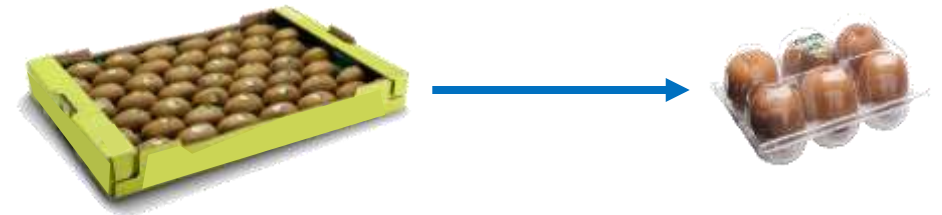


## Import/ Use Specified Packaging (4)

19. (2) (b) uses specified packaging —  
(iii) where A supplies the regulated goods to a retailer, by providing specified packaging to the retailer that A requires the retailer to use in connection with the retailer's supply of the regulated goods;  
but does not include a person who does anything mentioned in paragraph (b)(i) for or on behalf of a Singapore-connected person, or the retailer mentioned in paragraph (b)(iii).

### Examples of companies

- Companies that import and supply fresh fruits and also provide supermarkets\* with designated packaging for packing the fresh fruits
- Bakeries that supply pastry to convenience stores for sale and also provide convenience stores\* with designated packaging (e.g. paper bags) for packing the pastry



- ABC Company imports kiwi in carton boxes, and supplies the kiwi to supermarket for sale.
- ABC Company provides plastic box for supermarket to pack the kiwi into retail pack for sale.
- Plastic box should be reported by ABC Company.

*\*Retailers are not required to report in such cases*

## Import/ Use Specified Packaging (5)

19. (2) (b) uses specified packaging —  
(iv) where A is a retailer, by providing the specified packaging to a consumer who purchases regulated goods from A, to enable the consumer to put the regulated goods into the specified packaging

### Examples of companies

- Supermarkets
- Department stores
- Other retailers e.g. book stores, clothing stores, toy stores etc.







# 4 Packaging Coverage

## Packaging

19. (1) “packaging” means any material or combination of materials used for the containment, protection, handling, delivery or presentation of any goods, but does not include any material that remains in the possession of a producer of specified packaging to be re-used for the containment, protection, handling, delivery or presentation of any goods;

### Common types of packaging

Primary packaging	Service packaging	Secondary packaging	Tertiary packaging
<p>Packaging conceived to constitute a sales unit to the final user/consumer</p> 	<p>Packaging which is filled at the point-of-sales</p> 	<p>Packaging conceived to constitute a grouping of a certain number of sales units, whether it is sold as such to the final user/consumer or whether it serves only as a means to replenish the shelves at the point-of-sales</p> 	<p>Packaging conceived to facilitate handling and transport of a number of sales units or grouped packaging in order to prevent physical handling and transport damage</p> 


- Packaging that remains in the possession of the producer for purpose of reuse is not covered



## Specified Packaging

19. (1) “**specified packaging**” means any packaging other than any type of packaging prescribed as excluded from this definition


*Note: Description is tentative, and the actual text will be finalised in the Subsidiary Legislation under the RSA*

Packaging to be excluded	Examples
<p>Packaging designed to be re-used by the end-user for the containment of regulated goods, <b>other than</b>:</p> <p>a) Packaging for:</p> <ul style="list-style-type: none"><li>• Food and beverage products</li><li>• Vitamin and health supplements</li><li>• Medicinal products</li><li>• Cosmetic products</li><li>• Personal care products</li><li>• Detergents and cleaning agents</li></ul> <p>b) Packaging used by a retailer under Section 19(2)(b)(iv) of the RSA such as reusable bags</p>	<p>Packaging designed for storage purposes, such as tool box and CD case</p>  <p>The image shows two examples of packaging designed for storage. On the left is a red toolbox with its lid open, revealing various tools inside. On the right is a light blue CD case with a CD disc partially visible, and the letters 'CD' printed on the front cover.</p>

## Specified Packaging

19. (1) “**specified packaging**” means any packaging other than any type of packaging prescribed as excluded from this definition

*Note: Description is tentative, and the actual text will be finalised in the Subsidiary Legislation under the RSA*

Packaging to be excluded	Examples
Packaging primarily designed: a) To facilitate the protection or handling of regulated goods when transported in bulk and b) Not for presentation to the consumer*	Carton boxes carrying a number of sales units, pallets, shrink wrap, stretch wrap, metal or plastic strapping, protective covers, air pillows or cushions placed in between secondary units 

- There are plans to include such packaging under the scope of mandatory packaging reporting by 2022/2023.

*\*consumer, in relation to any regulated goods or regulated product, means an individual who purchases or intends to purchase the regulated goods or regulated product for household use or private consumption*

# 5

## Requirements for Packaging Reports and 3R Plans

## Requirements for Packaging Reports and 3R Plans

22.—(1) A requirement to submit a report or a plan under this Part to the Agency is a requirement to do so in accordance with any requirements prescribed under section 52 for the report or plan, including its preparation and submission.

(2) The Agency may, in respect of any incomplete or inaccurate report or plan submitted by a person, in writing direct the person to do the following within the time period specified in the direction (or such longer time as the Agency may allow in any particular case):

(a) to rectify or re-compute any matter in the report or plan as the Agency may require;

(b) to resubmit the report or plan to the Agency,

and the person must comply with the direction.

- Submission of reports and plans by companies through an online portal using CorpPass Account.
- The online portal is undergoing development and is targeted to be ready by **end 2020**, before companies make the first annual submission in 2022 with full calendar year of packaging data (i.e., 1 Jan 2021 – 31 Dec 2021) and the 3R plan(s).

## Details of Packaging Reports and 3R Plans

Report template: (MS excel file format)

<b>Company Name:</b>	ABC Company			
<b>Reporting Period*:</b>	01-01-2021 to 31-12-2021			
<b>Annual Turnover:</b>	S\$10.1 million			
<b>Packaging Material</b>	<b>Packaging Form</b>	<b>Further Details (Optional)</b>	<b>Weight (kg)</b>	<b>Remarks** (Optional)</b>
Plastic	Beverage bottles	PET	200	
Plastic	Product packaging (rigid, excluding beverage bottle)	HDPE	400	
Plastic	Product packaging (flexible)	LDPE	200	
Composite	Others		200	Plastic-aluminium sachets
Plastic	Carrier bags	LDPE	100	
Paper	Carrier bags	Paper	200	

\*Refers to the year which the packaging reported is placed on the market

\*\*Please provide additional details if you have selected "Others" in the columns on the left (i.e. Packaging Material, "Packaging Form", "Further Details").

\*\*\*Rows can be added where necessary\*\*\*

3R Plans: (online web form with the following fields)

1. Types of plans:
  - Packaging reduction
  - Packaging collection for recycling
  - Packaging collection for reuse
  - Consumer outreach related to packaging 3Rs
  - Industry outreach related to packaging 3Rs
  - Use of recycled content in packaging material
  - Improving recyclability of packaging
2. Self-set targets
3. Action plans
  - Specific measures to achieve self-set targets
  - Details (e.g. specifications and photos of specific packaging)
4. Progress Update
  - Progress made against plans and targets set in previous reports
  - Explanation by Producer why targets were not met or change of targets and action plans
  - Target completion date within 3 years

# 6

## Keeping of Records

## Keeping of Records

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23.—(1) A producer of specified packaging who is required under this Part to submit any report or plan to the Agency must keep and maintain complete and accurate records containing such information, and in accordance with such other requirements, as may be prescribed under section 52, relating to —

- (a) those reports and plans, including the preparation and submission of the reports and plans; and
- (b) monitoring and evaluation undertaken by the person to ensure compliance with this Act.

(2) The producer mentioned in subsection (1) must

- (a) retain the records mentioned in subsection (1) for the prescribed period or longer;
- (b) during the prescribed period mentioned in paragraph (a), make available for inspection by any authorised officer, the records mentioned in subsection (1) when so requested by the authorised officer; and
- (c) submit to the Agency the records mentioned in subsection (1) in the time specified by the Agency.

## Keeping of Records

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- Examples of records to be kept:
  - Supporting documents that show how packaging quantities imported/used are calculated in report
    - Import/export receipts/custom declaration and summary
    - Packaging specification with packaging weight information
    - Inventory records
  - Supporting documents that show progress of implementation of 3R plans
    - Specification for old and new packaging
    - Amount of packaging collected for reuse or recycling
    - No. of people or companies engaged through outreach activities
    - No. of outreach events
- Retention period for keeping of records: 5 years



# 7

## Offences and Penalties

## Offences and Penalties

Section of RSA	Offence	Penalty
20 (4)	Failure to submit a report relating to the specified packaging that is imported or used	<p>(a) First conviction: Fine not exceeding \$5,000</p> <p>(b) Second or subsequent conviction: Fine not exceeding \$10,000 or to imprisonment for a term not exceeding 3 months or to both</p> <p>(c) In the case of a continuing offence: Further fine not exceeding \$1,000 for every day or part of a day during which the offence continues after that second or subsequent conviction</p>
21 (3)	Failure to submit a plan to reduce, re-use of recycle packaging in Singapore	<p>(a) First conviction: Fine not exceeding \$5,000</p> <p>(b) Second or subsequent conviction: Fine not exceeding \$10,000 or to imprisonment for a term not exceeding 3 months or to both</p> <p>(c) In the case of a continuing offence: Further fine not exceeding \$1,000 for every day or part of a day during which the offence continues after that second or subsequent conviction</p>

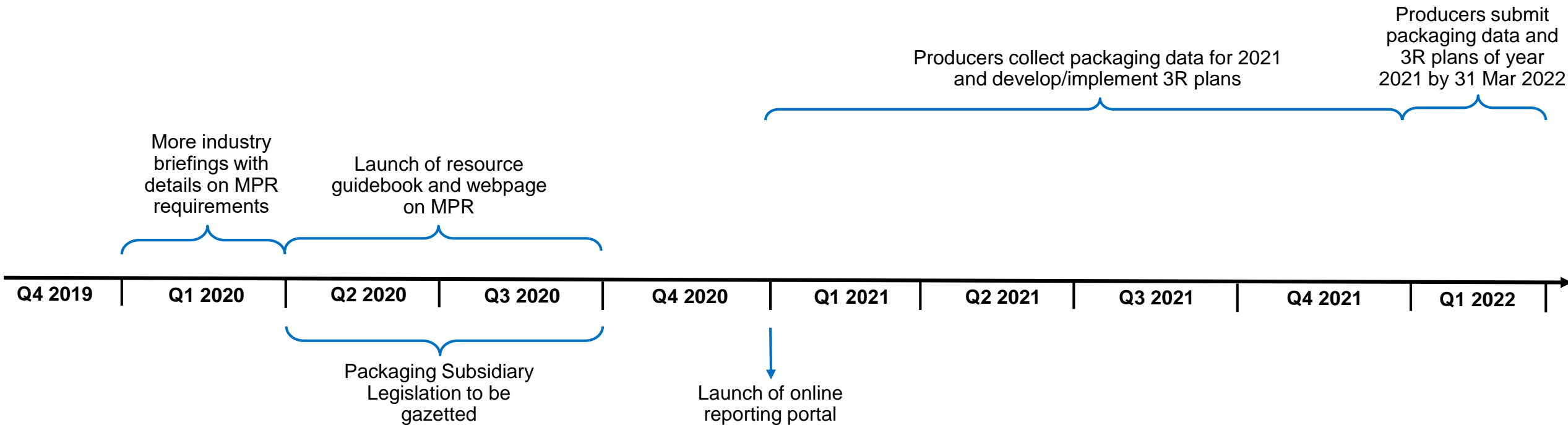
## Offences and Penalties

Section of RSA	Offence	Penalty
22 (3)	Failure to comply with Agency's direction: (a) to rectify or re-compute any matter in the report or plan as the Agency may require (b) to resubmit the report or plan to the Agency	(a) First conviction: Fine not exceeding \$5,000 (b) Second or subsequent conviction: Fine not exceeding \$10,000 or to imprisonment for a term not exceeding 3 months or to both (c) In the case of a continuing offence: Further fine not exceeding \$1,000 for every day or part of a day during which the offence continues after that second or subsequent conviction
23 (3)	Failure to keep records	(a) First conviction: Fine not exceeding \$5,000 (b) Second or subsequent conviction: Fine not exceeding \$10,000 or to imprisonment for a term not exceeding 3 months or to both (c) In the case of a continuing offence: Further fine not exceeding \$1,000 for every day or part of a day during which the offence continues after that second or subsequent conviction

# 8

## Implementation Timeline

## 8. Implementation Timeline



### Update:

- In view of the current COVID-19 situation, commencement of packaging data collection for the Mandatory Packaging Reporting has been revised to 1 January 2021 instead of 1 July 2020 with the first reports to be submitted by 31 March 2022 and shall include packaging data collected from 1 January to 31 December 2021 together with the 3R plan(s).

# Guide on Mandatory Packaging Reporting

# Outline

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## 1. Overview of Online Reporting

- 1.1 Registration and updating of details
- 1.2 Packaging data reporting
- 1.3 Methodology used for data reporting
- 1.4 3R plans submission and review

## 2. Scenarios

## 3. Useful information

# 1

## Overview of Online Reporting



# 1. Overview of Online Reporting

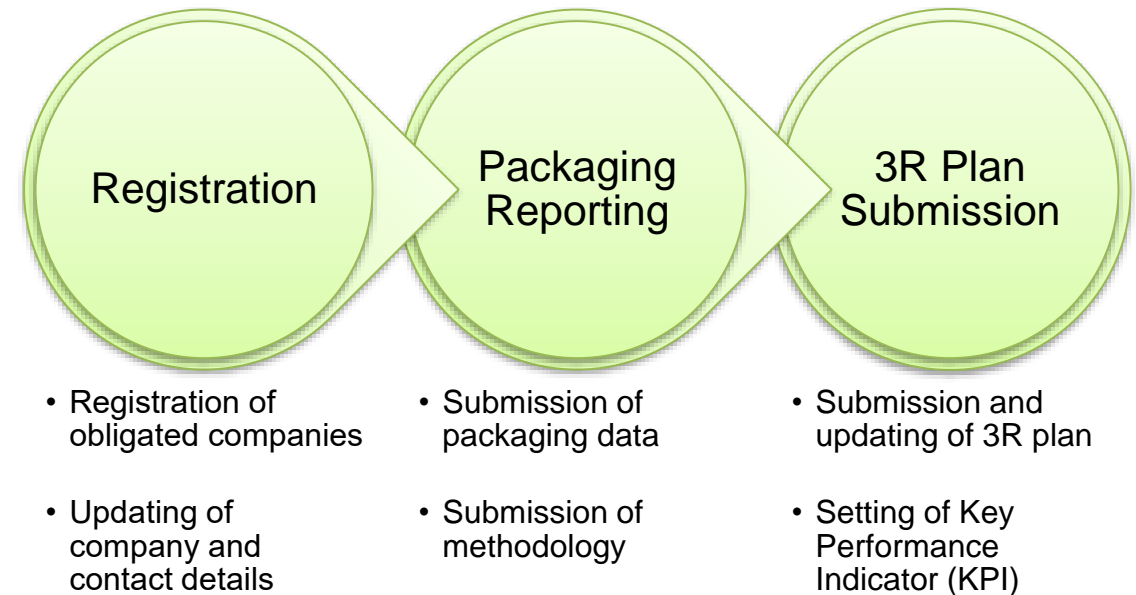
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Producers that meet the prescribed threshold criteria of an **annual turnover of more than \$10 million\***

Are required to:

1. Log in through CorpPass
2. Register or Update details through online portal
3. Submit packaging data and methodology used
4. Submit and/or Update 3R Plan submission

Repeated annually by producers



\*Depending on the prescribed threshold criteria that is subject to change; based on preceding year of reporting period

## 1.1 Registration and updating of details

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**Registration for Mandatory Packaging Reporting**

All fields with "\*" are compulsory.

According to Resource Conservation Act Section xx, companies that place packaging and/or packaged products in Singapore are required to submit annual reports showing the types and amounts of packaging placed on market and their 3R plans for packaging.

01 Prerequisite 02 Registration 03 Confirmation 04 Acknowledgement

**Prerequisite**

Please note that you should have received a notification letter before you are required to register on this system.

My company's annual turnover is more than \$10 million.\*

Yes

No

I declare that the information provided above is true and complete. Under the Resource Conservation Act, there are penalties for making a false or incorrect declaration.\*

Clear Next

- Annual turnover refers to the company's overall turnover, or company revenue
- The annual turnover should be based on an **entire calendar year**

## 1.1 Registration and updating of details

### Company Details

UEN	<input type="text" value="199806305H"/>
Singapore Registered Company Name*	<input type="text" value="e.g. Ah Eng White Coffee Pte Ltd"/>
Main Industry Classification*	<input type="text" value="Select"/>
Sub-Industry Classification*	<input type="text" value="Select"/>
Please indicate the role(s) that applies/apply to your business.*	<input type="checkbox"/> Brand Owner <input type="checkbox"/> Franchisor <input type="checkbox"/> Franchisee <input type="checkbox"/> Licensor <input type="checkbox"/> Licensee <input type="checkbox"/> Contracted Importer <input type="checkbox"/> NA

### Singapore Registered Company Address\*

Postal Code*	<input type="text" value="e.g. 675123"/>
Block Number*	<input type="text" value="e.g. 94E"/>
Street Name*	<input type="text" value="e.g. Ang Mo Kio Avenue 1"/>
Building Name	<input type="text" value="e.g. HDB Hub"/>
Floor	<input type="text" value="e.g. for #10-521, floor is 10"/>
Unit No.	<input type="text" value="e.g. for #10-521, unit-no. is 521"/>

### Company level information

- Verify that the UEN of the company you are registering on behalf of is correct
- Indicate your Singapore registered company's full name
- Through the dropdown list, select your company's main and sub industry classification. The option selected should reflect your company's business classification as close as possible
- Select the role(s) that applies to your business
- Indicate your Singapore registered company's address

## 1.1 Registration and updating of details

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### Primary Contact Information

Name*	<input type="text" value="e.g. Lim Ah Eng"/>
Designation*	<input type="text" value="e.g. CEO"/>
Email*	<input type="text" value="e.g. limaheng@gmail.com"/>
Office Number*	<input type="text" value="e.g. 61237123"/>
Mobile Number	<input type="text" value="e.g. 93215321"/>

Please provide an alternative contact with contact details different from the primary contact.

### Secondary Contact Information

Name*	<input type="text" value="e.g. Lim Ah Eng"/>
Designation*	<input type="text" value="e.g. CEO"/>
Email*	<input type="text" value="e.g. limaheng@gmail.com"/>
Office Number*	<input type="text" value="e.g. 61237123"/>
Mobile Number	<input type="text" value="e.g. 93215321"/>

Save Draft

Clear

Next

### Contact information

- Matters relating to the mandatory packaging reporting will be addressed to the individuals listed
- Primary and secondary contact must be different and secondary contact is recommended to be from senior management or equivalent
- The system will seek concurrence from the secondary contact during submission. Submission will not be completed until concurrence is obtained
- The company representatives must ensure that all company and contact details are kept up to date

## 1.2 Packaging data reporting

### Submission Details

#### Packaging Data

Packaging Data \*

Please upload file

Choose File

Methodology Document \*

Please upload file

Choose File

List of Brand Names / Franchise Brand Names

Please upload file

Choose File

Other Supporting Documents

Please upload file

Choose File

- Packaging Data

- Identify components of the packaging according to the different material, form, and compute the weight of each material according to the options listed in the packaging reporting template

- Methodology Document

- Document should detail how the information submitted in packaging data template are obtained

- List of Brand Names / Franchise Brand Names

- Companies are encouraged to submit the list of brand names and relevant supporting documents that could include the types of goods that the companies are supplying in Singapore

- Other Supporting Documents

- Any additional documents showing how packaging weight is calculated or evidence of packaging weight such as test reports or packaging specifications

## 1.2 Packaging data reporting

Company Name:				
Reporting Period:	1/1/2021	to	31/12/2021	
Annual Turnover:				

Packaging Material	Packaging Form	Further Details	Weight (kg)	Remarks

- Company Name
  - Indicate your Singapore registered company's full name
  - Entry should be exactly the same as per what submitted through the online reporting portal during registration
- Reporting Period
  - Pre-filled in downloadable excel spreadsheet template based on calendar year
  - Packaging imported/used during this reporting period should be reported in the following year
- Annual Turnover
  - Companies are required to declare their annual turnover for the reporting period

## 1.2 Packaging data reporting

Company Name:				
Reporting Period:	1/1/2021	to	31/12/2021	
Annual Turnover:				
Packaging Material	Packaging Form	Further Details	Weight (kg)	Remarks

- Packaging Material
  - Material of the packaging (e.g. plastic, paper, metal, glass)
- Packaging Form
  - Physical form of the packaging (e.g. carrier bag, beverage bottle/carton)
- Further Details
  - Details of the packaging material (e.g. PET, Aluminium)
- Weight
  - Overall weight of the packaging imported/used for the packaging material and form in the reporting period
  - Value to be reported should be minimally to the closest 100kg where possible
- Remarks
  - Additional comments can be shared here (e.g. If the packaging to be reported is reused or made of recycled content)
- Identify components of the packaging according to the different material and form, and compute the weight of each material and form
- Packaging material, form and further details are to selected though the drop down list
- Do not re-use the packaging data reporting template from past submissions. Kindly download a new template during every reporting period.
- All fields except “Remarks” and “Further Details” are mandatory
- Companies may face difficulties when uploading their packaging data report if there are missing fields

## 1.2 Packaging data reporting

### Tentative drop down list options

Packaging Material	Packaging Form	Further Details
Composite	Beverage carton	-
	Product packaging (excluding beverage carton, packs/sachets)	
	Sachets / Packs	
	Others	
Glass	Beverage bottle	Brown Clear Green Other colours
	Product packaging (excluding beverage bottle)	
	Others	
Metal	Beverage can	Aluminium Steel Tin Others
	Disposables (foils, trays)	
	Food can	
	Product packaging (excluding beverage can)	
	Others	

- Packaging material, form and further details are to be selected though the drop down menu
- Kindly contact NEA if your packaging does not belong to any of these categories



## 1.2 Packaging data reporting

### Tentative drop down list options

Packaging Material	Packaging Form	Further Details
Paper	Carrier bag	Corrugated board Paper Paperboard Others
	Disposables (bowls, boxes, covers, cups, plates, trays)	
	Product packaging	
	Transport and protective packaging	
	Others	
Plastic	Beverage bottle	EPS HDPE LDPE PET PP PS PVC Others
	Carrier bag	
	Disposables (bowls, boxes, covers, cups, plates, trays)	
	Product packaging (flexible)	
	Product packaging (rigid, excluding beverage bottle)	
	Transport and protective packaging	
	Others	

- Packaging material, form and further details are to be selected though the drop down menu
- Kindly contact NEA if your packaging does not belong to any of these categories

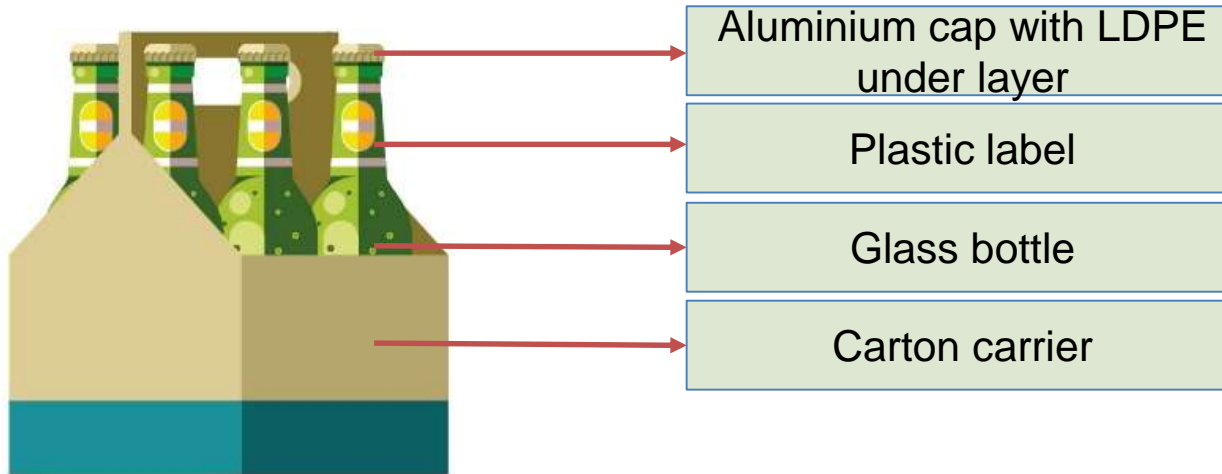
## 1.2 Packaging data reporting

### Tentative drop down list options

Packaging Material	Packaging Form	Further Details
Wood	Crate	-
	Transport and protective packaging	
	Pallet	
	Product packaging	
	Others	
Others	Carrier bag	Biodegradable/compostable
	Others	Oxo-degradable/oxo-biodegradable Others

## 1.2 Packaging data reporting

Example: Glass beverages bottles packed into carton carriers

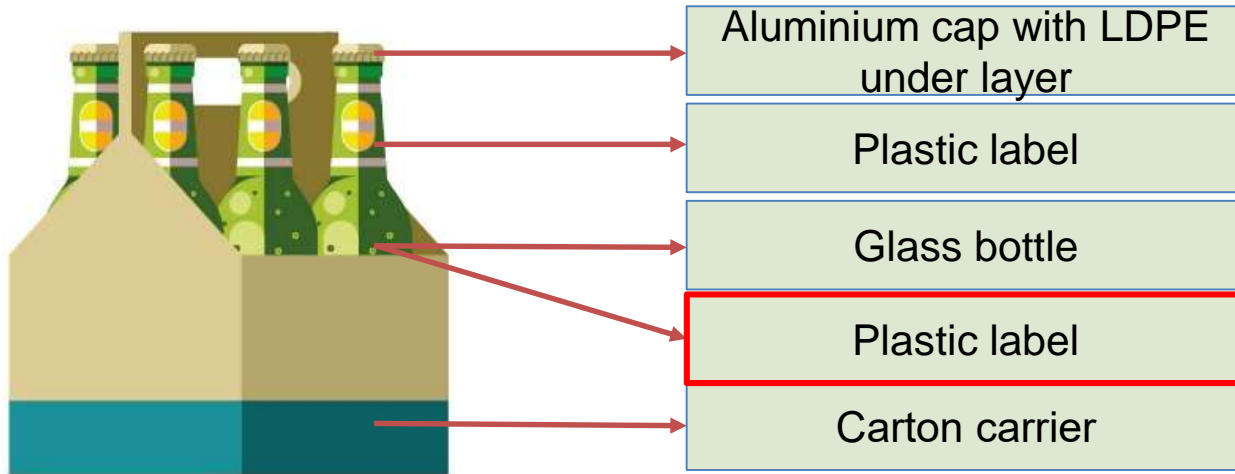


- Identify components of the packaging according to the different material and form, and compute the weight of each material and form

Company Name:	ND Brewery Pte Ltd.			
Reporting Period:	1/1/2021	to	31/12/2021	
Annual Turnover:	\$20,000,000			
Packaging Material	Packaging Form	Further Details	Weight (kg)	Remarks
Metal	Others	Aluminium	800	Aluminium bottle caps
Plastic	Others	LDPE	200	LDPE layer placed underneath aluminium bottle caps
Plastic	Others	LDPE	150	Plastic labels placed on neck of bottles
Glass	Beverage bottle	Green	1900	Bottles are made from 100% recycled glass
Paper	Product packaging	Paperboard	1200	Carton carriers, each designed to hold 4 bottles. Made of 40% recycled paper

## 1.2 Packaging data reporting

Example: Glass beverages bottles packed into carton carriers with promotion label on each bottle



- If a certain packaging have the same material and form, they can be reported together

Packaging Form	Further Details	Weight (kg)	Remarks
Others	Aluminium	800	Aluminium bottle caps
Others	LDPE	200	LDPE layer placed underneath aluminium bottle caps
Others	LDPE	300	1) Plastic label placed on neck of bottles 2) Plastic label placed on body of bottles as part of promotion campaign
Beverage bottle	Green	1900	Bottles are made from 100% recycled glass
Product packaging	Paperboard	1200	Carton carriers, each designed to hold 4 bottles. Made of 40% recycled paper

## 1.2 Packaging data reporting

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Example: Keyboard that is assembled using various individually packed components.



Keyboard A (left) assembled using keycaps A (right)



Keyboard B (left) assembled using keycaps B (right)

- Certain products may be assembled using various components that may be individually packaged within similar or different packaging.
- Some of these components may be similar in sizes, shapes e.g. keycaps of keyboards. If these components are packed within same packaging material and form, the weight of the packaging used to contain a single component can be multiplied by the total number of these components within the product (e.g. Keyboard A) and for other similar products as well (e.g. Keyboard B) to obtain total packaging weight for these components.

## 1.2 Packaging data reporting

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Example: Keyboard that is assembled using various individually packed components.



- For the following example, consider 3 distinct components used as part of the keyboards:

Component	No. of Varying Types	Overall Component Quantity
Keycaps	2	$104 \times 2 = 208$
Integrated chips	2	$1 \times 2 = 2$
Screws	5*	$5 \times 4 \times 2 = 40^*$

\*5 different types of screws with 4 each used for each model of keyboard (i.e., Keyboard A and Keyboard B)

## 1.2 Packaging data reporting

---

Example: Keyboard that is assembled using various individually packed components.



Component	No. of Varying Types	Overall Component Quantity
Keycaps	2	$104 \times 2 = 208$
Integrated chips	2	$1 \times 2 = 2$
Screws	45*	$5 \times 4 \times 2 = 40^* 400$

\*5 different types of screws with 4 each used for each model of keyboard (i.e., Keyboard A and Keyboard B)

- If each keycap for a model has same packaging material and form as another model, the weight of the packaging for one keycap can be considered as the weight of the packaging for all other keycaps to compute the overall packaging weight for this component used for both models.

### 1.3 Methodology used for data reporting

Source of individual packaging weight			Source of amount of packaging supplied to Singapore
1	Physically weigh the packaging	Multiply by:	<ul style="list-style-type: none"> <li>• Production reports</li> <li>• Inventory reports</li> <li>• Import records</li> <li>• Invoices</li> <li>• Purchasing reports</li> </ul>
2	Obtain packaging information from suppliers		
3	Internal specification records (e.g. Bill of materials)		

- Companies are required to provide details on how they gathered the packaging information they submitted
- If several packaged SKUs have the same packaging material and form, the same weight based on one of these SKUs can be used to compute the weight for the packaging for these packaged SKUs
- Companies have the flexibility to adopt their own methodology apart from those that are proposed. Please check with NEA before commencing data collection using own methodology



## 1.4 3R Plans submission and review

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Type of Improvement Plan\*

Brief Description of Improvement Plan\*

Key Performance Indicator (KPI)\*

KPI Target\*

Target Completion Date \*

Supporting Documents \* Please upload file

Other Remarks

- Each plan shall have a timeline of 3 years or shorter
- Only future plans can be submitted
- Minimum one plan shall be submitted

## 1.4 3R Plans submission and review

Type of Improvement Plan\*

Brief Description of Improvement Plan\*

Key Performance Indicator (KPI)\*

KPI Target\*

Target Completion Date \*

Supporting Documents \* Please upload file

Other Remarks

- Type of improvement plan

At least one of the following plans must be adopted:

- Packaging Reduction
- Packaging Collection for Reuse
- Packaging Collection for Recycling
- Consumer Outreach related to Packaging 3Rs
- Industry Outreach related to Packaging 3Rs
- Use of Recycled Content in Packaging Material
- Improving Recyclability of Packaging

- Brief description of improvement plan

- Provide a brief write-up detailing the activities that your company will be practicing and how it aligns to the adopted 3R improvement plan

- Key performance Indicator (KPI)

- Each 3R improvement plan has to have an accompanying KPI that details how these improvement plans will be measured

## 1.4 3R Plans submission and review

Type of Improvement Plan\*

Brief Description of Improvement Plan\*

Key Performance Indicator (KPI)\*

KPI Target\*

Target Completion Date\*

Supporting Documents\* Please upload file

Other Remarks

- KPI Target
  - Quantitative target that companies aim to meet by the target completion date
- Target completion date
  - Planned completion date of adopted improvement plan
  - 3R improvement plan must be completed within 3 years
- Supporting documents
  - Companies are required to submit documentation that provide details on their 3R improvement plan (e.g. sustainability report abstract, detailed plan timeline)
- Other remarks
  - Any additional comments that companies would like to share relating to their 3R improvement plan

## 1.4 3R Plans submission and review

Type of Improvement Plan	Key Performance Indicator (KPI)
Packaging Reduction	Percentage of packaging weight reduced per SKU (unit = %)
	Percentage of packaging weight reduced for each unit of packaging (unit = %)
	Total amount of packaging reduced per \$mil annual turnover (unit = kg/\$mil)
	Number of pieces of packaging reduced per sales transaction (unit = no./transaction)
Packaging Collection for Reuse	Amount of packaging reused as a percentage of the amount of packaging placed on market (unit = %)
	Amount of packaging reused per \$mil company annual turnover (unit = kg/\$mil)
Packaging Collection for Recycling	Amount of packaging recycled as a percentage of the amount of packaging placed on market (unit = %)
	Amount of packaging recycled per \$mil company annual turnover (unit = kg/\$mil)
Consumer Outreach related to Packaging 3Rs	Number of events held per year (unit = no./year)
	Number of people engaged per year (unit = no./year)
Industry Outreach related to Packaging 3Rs	Number of events held per year (unit = no./year)
	Number of people engaged per year (unit = no./year)
Use of Recycled Content in Packaging Material	Percentage increase in recycled content (unit = %)
Improving Recyclability of Packaging	Reduction in number of packaging materials used per product (unit = no. )

Example of a KPI Target

## 1.4 3R Plans submission and review

Type of Improvement Plan	Example	
Packaging Reduction	Activity:	Weight reduction of packaging used to contain products produced
Packaging Collection for Reuse	Activity:	Re-use of crates used to supply products to customer
Packaging Collection for Recycling	Activity:	Packaging take-back programme where customers can return packaging in exchange for incentives
Consumer Outreach related to Packaging 3Rs	Activity:	Engaging customers at point of sales on how to recycle the products they purchase
Industry Outreach related to Packaging 3Rs	Activity:	Engaging business partners through seminars with the topic of 'Improving product recyclability'
Use of Recycled Content in Packaging Material	Activity:	Redesigning the packaging used to pack products produced by increasing use of recycled content
Improving Recyclability of Packaging	Activity:	Redesigning the packaging used to pack products produced by reducing packaging layer

# 2 Scenarios

## 2. Scenarios: Case Study #1

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Company G is an importer and manufacturer of garments. They supply these goods through their various retail stores in Singapore. They manufacture and are the brand owner of their locally produced goods. They also import goods which they are not the brand owner.

These goods are unpacked from their individual packaging and placed on display in stores for purchase. Carrier bags are also provided for customers to bag their purchase. Apart from facilitating sales physically, goods are also sold through their online platform. Goods purchased from their online platform are from both their local and overseas supply.

In addition, Company G organises regular exhibitions where packaged goods are packed in tote bags and handed out as door gifts.

## 2. Scenarios: Case Study #1

---

Company G is an importer and manufacturer of garments. They supply these goods through their various retail stores in Singapore. They manufacture and are the brand owner of their locally produced goods. They also import goods which they are not the brand owner.

These goods are unpacked from their individual packaging and placed on display in stores for purchase. Carrier bags are also provided for customers to bag their purchase. Apart from facilitating sales physically, goods are also sold through their online platform. Goods purchased from their online platform are from both their local and overseas supply.

In addition, Company G organises regular exhibitions where packaged goods are packed in tote bags and handed out as door gifts.

Company G is a producer and has to report packaging based on the following activities:-

S/N	Activity	Packaging to be reported	Section of RSA
1	Importing of garments	<ul style="list-style-type: none"><li>• Packaging of imported garments</li></ul>	<ul style="list-style-type: none"><li>• 19(2)(a)</li></ul>
2	Manufacturing of garments of own brand	<ul style="list-style-type: none"><li>• Packaging of garments</li></ul>	<ul style="list-style-type: none"><li>• 19(2)(b)(i)</li></ul>



## 2. Scenarios: Case Study #1 (Cont.)

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Company G is an importer and manufacturer of garments. They supply these goods through their various retail stores in Singapore. They manufacture and are the brand owner of their locally produced goods. They also import goods which they are not the brand owner.

These goods are unpacked from their individual packaging and placed on display in stores for purchase. Carrier bags are also provided for customers to bag their purchase. Apart from facilitating sales physically, goods are also sold through their online platform. Goods purchased from their online platform are from both their local and overseas supply.

In addition, Company G organises regular exhibitions where packaged goods are packed in tote bags and handed out as door gifts.

Company G is a producer and has to report packaging based on the following activities:-

S/N	Activity	Packaging to be reported	Section of RSA
3	Providing carrier bags to consumers	<ul style="list-style-type: none"><li>Carrier bags</li></ul>	<ul style="list-style-type: none"><li>19(2)(b)(iv)</li></ul>
4	Supplying garments via online channels	<ul style="list-style-type: none"><li>Packaging of garments including transport packaging for supply to consumers</li></ul>	<ul style="list-style-type: none"><li>19(2)(a) and 19(2)(b)(i)</li></ul>
5	Providing regulated goods as door gifts packed in tote bags	<ul style="list-style-type: none"><li>Tote bags</li></ul>	<ul style="list-style-type: none"><li>19(2)(b)(i)</li></ul>

## 2. Scenarios: Case Study #2

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Entity A under Company Y acts as a wholesaler that focuses on the sale of goods packaged in bulk. These are imported as well as purchased from local suppliers and are supplied through both business-to-business (B2B) and business-to-consumer (B2C).

Entity B under Company Y manages a chain of supermarkets supplying household goods. The company B2C operations involve packaging these goods into carrier bags for their customers or delivered to their customers.

Company Y serves as the headquarters and only manages the financial aspects of the company as a whole (both entities included).

## 2. Scenarios: Case Study #2

---

Entity A under Company Y acts as a wholesaler that focuses on the sale of goods packaged in bulk. These are imported as well as purchased from local suppliers and are supplied through both business-to-business (B2B) and business-to-consumer (B2C).

Entity B under Company Y manages a chain of supermarkets supplying household goods. The company B2C operations involve packaging these goods into carrier bags for their customers or delivered to their customers.

Company Y serves as the headquarters and only manages the financial aspects of the company as a whole (both entities included).

Both Entity A and Entity B are producers and have to report their packaging supplied to Singapore.

Company Y is **Not** a producer in this case as:

- 1) They do not supply regulated goods in Singapore (RSA 19(2)(a)).

## 2. Scenarios: Case Study #2 (Cont.)

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Entity A under Company Y acts as a wholesaler that focuses on the sale of goods packaged in bulk. These are imported as well as purchased from local suppliers and are supplied through both business-to-business (B2B) and business-to-consumer (B2C).

Entity B under Company Y manages a chain of supermarkets supplying household goods. The company B2C operations involve packaging these goods into carrier bags for their customers or delivered to their customers.

Company Y serves as the headquarters and only manages the financial aspects of the company as a whole (both entities included).

Entity A is a producer and has to report packaging based on the following activities:-

S/N	Activity	Packaging to be reported	Section of RSA
1	Importing of regulated goods with bulk transport packaging from overseas suppliers	<ul style="list-style-type: none"><li>• Packaging of imported regulated goods</li><li>• Bulk transport packaging (e.g. crates, pallets, shrink wrap) that come with the imported goods <u>need not</u> be reported as they are not provided to consumer (e.g. household)</li></ul>	<ul style="list-style-type: none"><li>• 19(2)</li></ul>
2	Purchasing of regulated goods with bulk transport packaging from local suppliers	<ul style="list-style-type: none"><li>• None, the local suppliers will be responsible for the packaging of the regulated goods unless Entity A engages the local suppliers to produce the regulated goods.</li></ul>	<ul style="list-style-type: none"><li>• 19(2)</li></ul>

## 2. Scenarios: Case Study #2 (Cont.)

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Entity A under Company Y acts as a wholesaler that focuses on the sale of goods packaged in bulk. These are imported as well as purchased from local suppliers and are supplied through both business-to-business (B2B) and business-to-consumer (B2C).

Entity B under Company Y manages a chain of supermarkets supplying household goods. The company B2C operations involve packaging these goods into carrier bags for their customers or delivered to their customers.

Company Y serves as the headquarters and only manages the financial aspects of the company as a whole (both entities included).

Entity A is a producer and has to report packaging based on the following activity:-

S/N	Activity	Packaging to be reported	Section of RSA
3	Delivering of regulated goods using transport packaging to consumers and non-consumers (i.e., businesses)	<ul style="list-style-type: none"><li>Only transport packaging used for delivery to consumers (e.g. households) need to be reported</li></ul>	-

## 2. Scenarios: Case Study #2 (Cont.)

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Entity A under Company Y acts as a wholesaler that focuses on the sale of goods packaged in bulk. These are imported as well as purchased from local suppliers and are supplied through both business-to-business (B2B) and business-to-consumer (B2C).

Entity B under Company Y manages a chain of supermarkets supplying household goods. The company B2C operations involve packaging these goods into carrier bags for their customers or delivered to their customers.

Company Y serves as the headquarters and only manages the financial aspects of the company as a whole (both entities included).

Entity B is a producer and has to report packaging based on the following activities:-

S/N	Activity	Packaging to be reported	Section of RSA
1	Providing carrier bags to consumers	<ul style="list-style-type: none"><li>Carrier bags</li></ul>	<ul style="list-style-type: none"><li>19(2)(b)(iv)</li></ul>
2 (a)	Delivering of regulated goods with carton boxes to households	<ul style="list-style-type: none"><li>Carton boxes</li></ul>	<ul style="list-style-type: none"><li>19(2)(b)(i)</li></ul>
2 (b)	Delivering of regulated goods with reusable crates which will be collected back after delivery	<ul style="list-style-type: none"><li>None, the crates remain in the possession of the Entity B to be re-used</li></ul>	<ul style="list-style-type: none"><li>19(1)</li></ul>

## 2. Scenarios: Case Study #3

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Company Z imports goods from overseas suppliers on their own accord as well as on behalf of a Singapore-registered company and stores them in their warehouse located in Singapore. These goods are stored until they are either:

- Exported overseas in the same packaging it was imported in
- Distributed to other companies in Singapore upon purchase by other companies
- Exported for further processing/assembling and later imported back into Singapore by Company Z for supply in Singapore

## 2. Scenarios: Case Study #3

Company Z imports goods from overseas suppliers on their own accord as well as on behalf of a Singapore-registered company and stores them in their warehouse located in Singapore. These goods are stored until they are either:

- Exported overseas in the same packaging it was imported in
- Distributed to other companies in Singapore upon purchase by other companies
- Exported for further processing/assembling and later imported back into Singapore by Company Z for supply in Singapore

Company Z is a producer and has to report packaging based on the following activities:-

S/N	Activity	Packaging to be reported	Section of RSA
1	Importing of regulated goods with bulk transport packaging from overseas suppliers to be exported	<ul style="list-style-type: none"> <li>• None, exported goods are excluded</li> <li>• Bulk transport packaging (e.g. crates, pallets, shrink wrap) that come with the imported goods <u>need not</u> be reported as they are not provided to consumer (e.g. household)</li> </ul>	<ul style="list-style-type: none"> <li>• 19(2)</li> </ul>
2 (a)	Importing of regulated goods with bulk transport packaging from overseas suppliers on their own accord to be supplied in Singapore	<ul style="list-style-type: none"> <li>• Packaging of the imported regulated goods</li> <li>• Bulk transport packaging (e.g. crates, pallets, shrink wrap) that come with the imported goods <u>need not</u> be reported as they are not provided to consumer (e.g. household)</li> </ul>	<ul style="list-style-type: none"> <li>• 19(2)(a)</li> </ul>



## 2. Scenarios: Case Study #3 (Cont.)

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Company Z imports goods from overseas suppliers on their own accord as well as on behalf of a Singapore-registered company and stores them in their warehouse located in Singapore. These goods are stored until they are either:

- Exported overseas in the same packaging it was imported in
- Distributed to other companies in Singapore upon purchase by other companies
- Exported for further processing/assembling and later imported back into Singapore by Company Z for supply in Singapore

Company Z is a producer and has to report packaging based on the following activity:-

S/N	Activity	Packaging to be reported	Section of RSA
2 (b)	Importing of regulated goods with bulk transport packaging from overseas suppliers on behalf of a Singapore-connected person (e.g. a company incorporated in Singapore) to be supplied in Singapore	<ul style="list-style-type: none"> <li>• None as the packaging of the imported regulated goods shall be reported by the Singapore-connected person</li> <li>• Bulk transport packaging (e.g. crates, pallets, shrink wrap) that come with the imported goods <u>need not</u> be reported as they are not provided to consumer (e.g. household)</li> </ul>	<ul style="list-style-type: none"> <li>• 19(2)(a)</li> </ul>

## 2. Scenarios: Case Study #3 (Cont.)

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Company Z imports goods from overseas suppliers on their own accord as well as on behalf of a Singapore-registered company and stores them in their warehouse located in Singapore. These goods are stored until they are either:

- Exported overseas in the same packaging it was imported in
- Distributed to other companies in Singapore upon purchase by other companies
- Exported for further processing/assembling and later imported back into Singapore by Company Z for supply in Singapore

Company Z is a producer and has to report packaging based on the following activities:-

S/N	Activity	Packaging to be reported	Section of RSA
3	Exporting of regulated goods for further processing/assembling	<ul style="list-style-type: none"><li>• None, exported goods are excluded</li></ul>	<ul style="list-style-type: none"><li>• 19(2)</li></ul>
4	Importing of regulated goods (after processing/assembling)	<ul style="list-style-type: none"><li>• Packaging of processed/assembled parts</li></ul>	<ul style="list-style-type: none"><li>• 19(2)</li></ul>

## 2. Scenarios: Case Study #4

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Company T is a franchisor for a chain of fast food restaurants. They purchase ingredients such as meat patties from both local and overseas sources. These ingredients are used to produce burgers. Their franchisee serve their burgers within containers provided by the franchisor which are used as part of their takeaway service. The disposable cutleries used in their fast food restaurant are individually packed with some imported directly overseas and some bought from local suppliers.

## 2. Scenarios: Case Study #4

---

Company T is a franchisor for a chain of fast food restaurants. They purchase ingredients such as meat patties from both local and overseas sources. These ingredients are used to produce burgers.

Their franchisee serve their burgers within containers provided by the franchisor which are used as part of their takeaway service. The disposable cutleries used in their fast food restaurant are individually packed with some imported directly overseas and some bought from local suppliers.

Company T is a producer and has to report packaging based on the following activities:-

S/N	Activity	Packaging to be reported	Section of RSA
1	Importing of ingredients from overseas suppliers to be used for production of goods	<ul style="list-style-type: none"> <li>Packaging of imported ingredients unless such packaging are excluded from the definition of specified packaging such as bulk transport packaging (e.g. carton boxes, tubs, shrink wrap) that come with the imported goods. These packaging <u>need not</u> be reported as long as they are not provided to consumer (e.g. household)</li> </ul>	<ul style="list-style-type: none"> <li>19(2)(a)</li> </ul>
2	Purchasing of ingredients from local suppliers to be used for production of goods	<ul style="list-style-type: none"> <li>None, the local suppliers will be responsible for the packaging of the ingredients</li> </ul>	<ul style="list-style-type: none"> <li>19(2)</li> </ul>

## 2. Scenarios: Case Study #4 (Cont.)

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Company T is a franchisor for a chain of fast food restaurants. They purchase ingredients such as meat patties from both local and overseas sources. These ingredients are used to produce burgers.

Their franchisee serve their burgers within containers provided by the franchisor which are used as part of their takeaway service. The disposable cutleries used in their fast food restaurant are individually packed with some imported directly overseas and some bought from local suppliers.

Company T is a producer and has to report packaging based on the following activity:-

S/N	Activity	Packaging to be reported	Section of RSA
3	Providing containers imported from overseas suppliers to its franchisees and requiring the franchisees to use the containers in connection with the franchisees' supply of regulated goods	<ul style="list-style-type: none"><li>Containers provided to franchisees</li></ul>	<ul style="list-style-type: none"><li>19(2)(b)(iii)</li></ul>

## 2. Scenarios: Case Study #4 (Cont.)

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Company T is a franchisor for a chain of fast food restaurants. They purchase ingredients such as meat patties from both local and overseas sources. These ingredients are used to produce burgers.

Their franchisee serve their burgers within containers provided by the franchisor which are used as part of their takeaway service. The disposable cutleries used in their fast food restaurant are individually packed with some imported directly overseas and some bought from local suppliers.

Company T is a producer and has to report packaging based on the following activities:-

S/N	Activity	Packaging to be reported	Section of RSA
4	Providing single-use cutleries with packaging imported from overseas suppliers to its franchisees	<ul style="list-style-type: none"><li>• Packaging of the single-use cutleries provided to franchisees as the franchisor is the direct importer</li></ul>	<ul style="list-style-type: none"><li>• 19(2)(a)</li></ul>
5	Providing single-use cutleries with packaging purchased from local suppliers to its franchisees	<ul style="list-style-type: none"><li>• None, the local suppliers will be responsible for the packaging of the single-use cutleries</li></ul>	-

## 2. Scenarios: Case Study #5

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Company X is a caterer. The disposable cutleries, plates, cups and napkins provided to their customers for the catering are individually packed with some imported directly overseas and some bought from local suppliers. Reusable stainless steel trays are also provided during the course of their catering services and are collected back after provision of the services.

## 2. Scenarios: Case Study #5

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Company X is a caterer. The disposable cutleries, plates, cups and napkins provided to their customers for the catering are individually packed with some imported directly overseas and some bought from local suppliers. Reusable stainless steel trays are also provided during the course of their catering services and are collected back after provision of the services.

Company X is a producer and has to report packaging based on the following activity:-

S/N	Activity	Packaging to be reported	Section of RSA
1	Providing single-use cutleries, plates, cups and napkins with packaging imported from overseas suppliers to its customers	<ul style="list-style-type: none"><li>• Packaging of the single-use cutleries, plates, cups and napkins provided to customers as the caterer is the direct importer</li><li>• Single-use plates and cups</li></ul>	<ul style="list-style-type: none"><li>• 19(2)(a)</li><li>• 19(2)(b)(iv)</li></ul>



## 2. Scenarios: Case Study #5 (Cont.)

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Company X is a caterer. The disposable cutleries, plates, cups and napkins provided to their customers for the catering are individually packed with some imported directly overseas and some bought from local suppliers. Reusable stainless steel trays are also provided during the course of their catering services and are collected back after provision of the services.

Company X is a producer and has to report packaging based on the following activities:-

S/N	Activity	Packaging to be reported	Section of RSA
2	Providing single-use cutleries, plates, cups and napkins with packaging purchased from local suppliers to its customers	<ul style="list-style-type: none"><li>• The local suppliers will be responsible for the packaging of the single-use cutleries, plates, cups and napkins</li><li>• Single-use plates and cups</li></ul>	<ul style="list-style-type: none"><li>• 19(2)(a)</li><li>• 19(2)(b)(iv)</li></ul>
3	Providing reusable stainless steel trays to contain food for catering to its customers	<ul style="list-style-type: none"><li>• None, the trays remain in the possession of the caterer to be re-used</li></ul>	<ul style="list-style-type: none"><li>• 19(1)</li></ul>

## 2. Scenarios: Case Study #6

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Company A is a logistic provider that stores and transport goods on behalf of other companies. They have a warehouse located in Singapore which contains all the packaged goods that they are storing on behalf of their customers. Company A would collect these packaged goods and package them in bulk on pallets which are then wrapped. Upon their customers request, these pallets are delivered.

## 2. Scenarios: Case Study #6

---

Company A is a logistic provider that stores and transport goods on behalf of other companies. They have a warehouse located in Singapore which contains all the packaged goods that they are storing on behalf of their customers. Company A would collect these packaged goods and package them in bulk on pallets which are then wrapped. Upon their customers request, these pallets are delivered.

Company A is **Not** a producer in this case as:

- 1) They do not supply regulated goods in Singapore (RSA 19(2)(a)).

S/N	Activity	Packaging to be reported	Section of RSA
1	Delivering of regulated goods using transport packaging to businesses	<ul style="list-style-type: none"><li>• None</li><li>• Bulk transport packaging (e.g. crates, pallets, shrink wrap) that come with goods <u>need not</u> be reported as they are not provided to consumer (e.g. household)</li></ul>	-

## 2. Scenarios: Case Study #7

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Company T is in the business of manufacturing packaging and is contracted by Company Z registered in Singapore to produce packaging for its goods. Company T imports the raw materials used as infeed for the manufacturing of the packaging which is done in Singapore. Company T then fills these packaging with the goods of Company Z. Thereafter, the packaged goods are sent to Company Z to be sold locally.

## 2. Scenarios: Case Study #7

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Company T is in the business of manufacturing packaging and is contracted by Company Z registered in Singapore to produce packaging for its goods. Company T imports the raw materials used as infeed for the manufacturing of the packaging which is done in Singapore. Company T then fills these packaging with the goods of Company Z. Thereafter, the packaged goods are sent to Company Z to be sold locally.

Both Company T and Company Z are producers and have to report on their packaging supplied to Singapore.

## 2. Scenarios: Case Study #7 (Cont.)

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Company T is in the business of manufacturing packaging and is contracted by Company Z registered in Singapore to produce packaging for its goods. Company T imports the raw materials used as infeed for the manufacturing of the packaging which is done in Singapore. Company T then fills these packaging with the goods of Company Z. Thereafter, the packaged goods are sent to Company Z to be sold locally.

Company T is a producer and has to report packaging based on the following activity:-

S/N	Activity	Packaging to be reported	Section of RSA
1	Importing of raw materials for the manufacture of packaging	<ul style="list-style-type: none"><li>Packaging of imported raw materials unless such packaging are excluded from the definition of specified packaging such as bulk transport packaging (e.g. carton boxes, crates, tubs, pallets, shrink wrap, sacks) that come with the imported goods. These packaging <u>need not</u> be reported as long as they are not provided to consumer (e.g. household)</li></ul>	<ul style="list-style-type: none"><li>19(2)(a)</li></ul>

## 2. Scenarios: Case Study #7 (Cont.)

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Company T is in the business of manufacturing packaging and is contracted by Company Z registered in Singapore to produce packaging for its goods. Company T imports the raw materials used as infeed for the manufacturing of the packaging which is done in Singapore. Company T then fills these packaging with the goods of Company Z. Thereafter, the packaged goods are sent to Company Z to be sold locally.

Company Z is a producer and has to report packaging based on the following activity:-

S/N	Activity	Packaging to be reported	Section of RSA
1	Filling of goods into the packaging	<ul style="list-style-type: none"><li>Packaging of the goods will be reported by Company Z as it engages Company T to fill its goods into the packaging</li></ul>	<ul style="list-style-type: none"><li>19(2)(b)(ii)</li></ul>

## 2. Scenarios: Case Study #8

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Company G is a manufacturer of packaged beverage goods. The raw materials and packaging used to produce their packaged goods are imported into Singapore. The raw materials are stored in both ISO tanks and bulk bags which remain in their possession. Company G also conducts product samplings where they use disposable cups bought from local suppliers to serve their goods to business clients. Their packaged beverage goods are mostly exported with a small percentage is supplied to Singapore.



## 2. Scenarios: Case Study #8

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Company G is a manufacturer of packaged beverage goods. The raw materials and packaging used to produce their packaged goods are imported into Singapore. The raw materials are stored in both ISO tanks and bulk bags which remain in their possession. Company G also conducts product samplings where they use disposable cups bought from local suppliers to serve their goods to business clients. Their packaged beverage goods are mostly exported with a small percentage is supplied to Singapore.

Company G is a producer and has to report packaging based on the following activities:-

S/N	Activity	Packaging to be reported	Section of RSA
1	Importing of raw materials for the manufacture of goods	<ul style="list-style-type: none"><li>Packaging of imported raw materials unless such packaging are excluded from the definition of specified packaging such as bulk transport packaging (e.g. carton boxes, crates, tubs, pallets, shrink wrap, sacks) that come with the imported goods. These packaging <u>need not</u> be reported as they are not provided to consumer (e.g. household)</li></ul>	<ul style="list-style-type: none"><li>19(2)(a)</li></ul>
2	Importing of packaging to pack the goods	<ul style="list-style-type: none"><li>Packaging of the packaging</li></ul>	<ul style="list-style-type: none"><li>19(2)(a)</li></ul>
3	Storing of raw materials in ISO tanks and bulk bags	<ul style="list-style-type: none"><li>None, the ISO tanks and bulk bags remain in the possession of the beverage manufacturer to be re-used</li></ul>	<ul style="list-style-type: none"><li>19(1)</li></ul>

## 2. Scenarios: Case Study #8 (Cont.)

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Company G is a manufacturer of packaged beverage goods. The raw materials and packaging used to produce their packaged goods are imported into Singapore. The raw materials are stored in both ISO tanks and bulk bags which remain in their possession. Company G also conducts product samplings where they use disposable cups bought from local suppliers to serve their goods to business clients. Their packaged beverage goods are mostly exported with a small percentage is supplied to Singapore.

Company G is a producer and has to report packaging based on the following activities:-

S/N	Activity	Packaging to be reported	Section of RSA
4	Providing disposable cups bought from local suppliers to business clients for product sampling	<ul style="list-style-type: none"><li>• Disposable cups</li><li>• Packaging of the disposable cups will be reported by the local suppliers</li></ul>	<ul style="list-style-type: none"><li>• 19(2)(b)(iv)</li></ul>
5	Manufacturing of packaged goods	<ul style="list-style-type: none"><li>• Packaging of the goods supplied to the local market (regardless of sales volume)</li></ul>	<ul style="list-style-type: none"><li>• 19(2)(b)(i)</li></ul>

### 3. Useful information

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- For examples of 3R plans which you can implement, please refer to the various case studies from 3R Packaging / Singapore Packaging Agreement Awards available at [www.nea.gov.sg/SPA](http://www.nea.gov.sg/SPA)
- The Resource Sustainability Act is available at <https://sso.agc.gov.sg/Acts-Supp/29-2019/Published/20191004?DocDate=20191004>
- Important dates:
  - Q2/Q3 2020 – Packaging Subsidiary Legislation to be gazetted, launch of resource guidebook and webpage on MPR
  - Q4 2020 – Launch of online reporting portal
  - First packaging report and 3R plan(s) shall be submitted by 31 March 2022
  - Producers submit packaging report and 3R plans by 31 March of every reporting year
- Please contact [packaging@nea.gov.sg](mailto:packaging@nea.gov.sg) if you have any further queries



Link on Singapore Packaging Agreement



Resource Sustainability Act (RSA)

Our Environment  
Safeguard • Nurture • Cherish

