



Laois County Council
Environment Section

A Guide to the Preparation of a Three Year Plan

Article 15(1)(a) of the Waste Management (Packaging) Regulations, 2007 states that
“ A major producer shall, not later than the date on which application for registration is made under article 10, prepare a three year plan specifying the steps to be taken by the said major producer in order to comply with the requirements of these Regulations, including the steps which the major producer intends to take to prevent or minimise packaging waste”

Article 15 (2)(b) states that

“ A major producer shall, not later than the date on which application for renewal of registration is made under article 13, prepare a revised three year plan, having regard to experience in the preceding registration period, specifying the steps to be taken by the said major producer to comply with the Regulations, including the steps which the major producer intends to take to prevent or minimise packaging waste”

NOTE: The following procedure is not exhaustive but has been prepared to provide guidance in the preparation of a three year plan

Your three year plan should state how your company/business intends to comply with the Waste Management (Packaging) Regulations, 2007. Please refer to Parts 2 and 3 of the Third Schedule of the Regulations before drawing up your three year plan. The plan should include details of methods of compliance with at least the following, if applicable:

Part II of the Waste Management (Packaging) Regulations, 2007

Article 5

Article 5 deals with packaging waste arising on site (including back-door waste).

You should outline how you intend to comply with this article – what types of packaging waste you will be sending for recovery. How will you be storing it prior to collection?

Article 6

Article 6 deals with packaging destined for reuse and is returned to the producer of rth purposes of being refilled shall complied records for each rotation of the packaging destined for reuse.

Article 8

Have you ensured that your recovery operator holds all the necessary licences or permits required under the Waste Management Act, 1996 as amended? Give details.

Part III of the Waste Management (Packaging) Regulations, 2007

Notices

- (1) Article 10(1)(a) requires that a notice complying with Part 1 of the Second Schedule is fixed and maintained in a conspicuous position, and in such a manner as to be clearly visible to members of the public, at or near each entrance to each premises at or from which packaging material, packaging or packaged products are supplied.
- (2) Article 10(2) requires that the purpose, location and availability of facilities to be provided for the purpose of sub-articles (1)(b) and (1)(c) shall be notified or advertised in a conspicuous position, at or near each entrance to each premises, in such a manner as to be clearly visible to members of the public.
- (3) Article 13(1)(b) requires that a major producer shall, not later than the date on which application for registration is made under article 10, fix and maintain in a conspicuous position, and in such a manner as to be clearly visible to members of the public, at or near each entrance to each premises specified in article 9(1)(a) a notice complying with part 3 of the First Schedule.[In the first year of registration only]
- (4) Article 13(2)(c) requires that a major producer shall, not later than the date on which application for renewal of registration is made under article 10, fix and maintain in a conspicuous position, and in such a manner as to be clearly visible to members of the public, at or near each entrance to each premises specified in article 9(1)(a) a notice complying with part 4 of the First Schedule.[In second and subsequent years of registration]

Give details of the nature and location of each of the notices required.

Facilities

- (1) Article 9(1)(b) requires that the major producer must provide adequate facilities at each premises specified for the acceptance, segregation and storage of packaging waste in accordance with the Regulations.
- (2) Article 9(1)(c) requires that the major producer must provide facilities at each premises specified whereby customers may remove and deposit packaging from products or substances purchased at the premises.

Give a description of the facilities to be provided and their location.

Acceptance/Collection

- (1) Article (9)(1)(d) requires that the major producer accepts from any person, free of charge and at all reasonable times, at any premises specified, any packaging waste relating to packaging material, packaging or packaged products of a type or brand supplied by that major producer
- (2) Article 9(1)(e) requires that a major producer shall, within a week of being requested to do, collect, or arrange for the collection of, from any producer to whom the major producer supplies packaging material, packaging or packaged products, any packaging waste relating to packaging material, packaging or packaged products of a type or brand supplied by the major producer.

State how you will comply with the two requirements above.

What procedure will be followed when a person brings packaging waste to your premises?

Are the relevant staff aware that you are obliged to accept/collect packaging waste and are they aware of the procedure?

Packer/filler and importer targets

- (1) Have you identified if you are a packer/filler or an importer?
- (2) Article 9(3) requires that a packer/filler or an importer of packaged goods shall take such steps as are necessary to ensure that in any quarterly period, the aggregate weight of packaging waste which is accepted/collected is not less than 50% of the aggregate weight of packaging material and packaging imported or pack/filled in the preceding quarterly period.
- (3) If article 9(3) applies to you then how do you intend to achieve this 50% target? [Refer to article 9(3) for acceptable methods of achieving this target]

Article 9(6)

Does this article apply to you? If so, how will you comply with it?

Article 9(7)

Does this article apply to you? If so, include all the details required in each sub article.

Article 9(8)

This article requires a major producer to publish a notice complying with Part 6 of the First Schedule in a newspaper circulating in the Laois County Council functional area during the months of March and September each year.

How are you going to comply with this requirement?

Waste Prevention and Minimisation

Outline the steps that the company will take in order to prevent or minimise packaging waste

First Schedule – Requirements regarding Notices

Part 1

A notice for the purposes of article 9(1)(a) shall-

- (a) be not less in dimension than 40cm in height and 30cm in width
- (b) be so printed and affixed, on a durable material, so as to be easily visible and legible, and
- (c) state the following –

WASTE MANAGEMENT ACT, 1996

We are required to accept on these premises, free of charge, for the purpose of recovery, packaging waste arising from products, packaging or packaging material of a type or brand sold

or otherwise supplied on these premises. The products or packaging in question need not necessarily have been purchased from [name of producer]

Part 3

A notice for the purposes of article 13(1) shall-

- (a) be not less in dimension than 40cm in height and 30cm in width
- (b) be so printed and affixed, on a durable material, so as to be easily visible and legible, and
- (c) state the following –

WASTE MANAGEMENT ACT, 1996

A plan specifying the steps to be taken by [name of producer] for the purpose of recovering packaging waste is available at these premises or, if so requested, will be sent by post, fax or electronic mail.

and

- (d) be affixed until the preparation of a subsequent report under Article 13(2)

Part 4

A notice for the purposes of article 13(2) shall-

- (a) be not less than 40cm in height and 30cm in width
- (b) be so printed and affixed, on a durable material, so as to be easily visible and legible, and
- (c) state the following –

WASTE MANAGEMENT ACT, 1996

The following documentation is available at these premises -

- (i) A report specifying the steps taken by [name of producer] for the purpose of recovering packaging waste in the preceding calendar year, and
- (ii) A three year plan specifying the steps which [name of producer] proposes to take to recover, prevent and minimise packaging waste ,

and if so requested, will be sent by post, fax or electronic mail.

Part 6

A notice for the purposes of article 9(8) shall state the following-

WASTE MANAGEMENT ACT, 1996

[Name of producer]

[Address of premises]

We are required to accept on these premises, free of charge, for the purpose of recovery, packaging waste of the following categories [insert packaging types]. The products or packaging in question need not necessarily have been purchased from [name of producer]