



**KORJO PTY LTD**  
AUSTRALIAN PACKAGING COVENANT (APC)  
2010-2015 ACTION PLAN



**A signatory to the  
Australian Packaging Covenant**



## KORJO PTY LTD

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## 1. EXECUTIVE SUMMARY

Korjo Pty Ltd (Korjo) was a signatory to the National Packaging Covenant (NPC) and has been invited to become a signatory to the Australian Packaging Covenant (APC). Korjo is a brandowner, a member of the packaging supply chain and as a signatory to the Covenant is required to submit an Action Plan for the period 2010- 2015 and ongoing Annual Reports.

The purpose of the Action Plan is to show how Korjo intends to contribute to the achievement of the Covenant's goals and to meet its obligations under the Covenant. The three main performance goals of the Covenant are:

1. Design - Optimise packaging to use resources efficiently and reduce environmental impact without compromising product quality and safety
2. Recycling - Efficiently collect and recycle packaging
3. Product Stewardship - Demonstrate commitment of all signatories

Earlier in the year Korjo communicated with its third party external consultant to review the requirements of the APC. As part of this review Korjo was taken through a 28 question questionnaire based on APC documentation and attendance at APC Workshops. The results of this review are documented in the Action Plan and the actions arising from this review are summarised in the Action Plan Table.

Korjo has carried out a preliminary review of the skills required to meet the requirements of the Australian Packaging Covenant. We have identified the key personnel required to have input and will create a team to work on this key project as part of our ongoing efforts to address packaging. This Action Plan is to be followed up by regular meetings of the APC personnel where we will continue to address the issues raised throughout the Plan. The APC personnel will endeavour to facilitate a timely implementation of the Action Plan and will ensure data is stored in an auditable manner in a centralised APC audit database.

Ms. Lisa Mann, Executive Director, will be responsible for Korjo's commitment to the Australian Packaging Covenant. She will report directly to Dr. Ashley Kausman, Managing Director on all issues relating to the Covenant. This Action Plan has been endorsed by Dr. Kausman.



## 2. COMPANY PROFILE

### 2.1 KORJO AT A GLANCE

Korjo pioneered the travel accessory business in Australia when it started manufacturing Korjo adaptors and money belts in the 1970's. Now, over 30 years later with a wealth of experience and over 100 products, Korjo is proud to be an Australian family business at the forefront of the travel accessory market throughout the Australia / Pacific region.

Korjo researches, designs, tests and refines all products so that users can be assured of the best possible products, each of which is subject to rigorous quality control and testing.

Korjo's packaging is designed to ensure every product is easily identified and understood. The green and yellow packaging truly represents Korjo as a company – consistent with quality products, yet fun and very Australian.

Korjo products are sourced from all around the world, and sold widely throughout Australia. They are designed to assist all travellers, whether entering or departing Australia. Korjo is proudly Australian, but equally proud to be the market leader in travel accessories in New Zealand, Singapore, Malaysia and Hong Kong, with other growing markets currently being developed.

### 2.2 PRODUCT RANGE

Korjo has an extensive range of travel accessories sold under the Korjo brand including:

- Electrical adaptors
- Electrical products
- Communications products
- Travel clocks
- Locks and luggage security
- Luggage trolleys
- Money belts and pouches
- Laundry, bathroom and personal accessories
- Personal comfort products
- Packing accessories



### 3. COVENANT CONTACT OFFICER

Ms. Lisa Mann, Executive Director, will be responsible for Korjo's commitment to the Australian Packaging Covenant. She will report directly to Dr. Ashley Kausman, Managing Director on all issues relating to the Covenant. This Action Plan has been endorsed by Dr. Kausman.

Ms. Mann's contact details are as follows:

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Hawthorn VIC 3122\	

#### 3.1 OUR APC TEAM

Korjo has carried out a preliminary review of the skills required to meet the requirements of the Australian Packaging Covenant. We have identified the key personnel required to have input and will create a team made up of the following individuals to work on this key project as part of our ongoing efforts to address packaging:

<b>Name:</b>	<b>Responsibility:</b>
Dr. Ashley Kausman	Managing Director
Ms. Lisa Mann	Executive Director

The APC personnel are responsible for developing an internal project plan to co-ordinate all tasks required to implement the Action Plan. This list is not exhaustive and individuals may not be involved in all twelve strategies relating to the Sustainable Packaging Guidelines.

This Action Plan is to be followed up by regular meetings of the APC personnel where we will continue to address the issues raised throughout this plan. The APC personnel will endeavour to facilitate a timely implementation of the Action Plan and will ensure data is stored in an auditable manner in a centralised APC audit database.

## 4. SCHEDULE FOR PACKAGING REVIEWS

### 4.1 TYPES OF PACKAGING USED

All of Korjo's products are imported pre-packaged although there is the opportunity to influence the design of the packaging. Some years ago packaging rationalization occurred. This achieved the objectives of reducing the number of types, size and amount of packaging. Korjo has designed its packaging so that all of the packaging components can be separated to facilitate the safe and easy separation, recycling/disposal of the components by consumers when the contents are removed.

Product packaging includes boxes, pouches, slide blisters, clam shells and bags.



### 4.2 TIMETABLE FOR REVIEW

Review Period:	% of Product Lines Reviewed	
	Existing	New
Year 1	25%	50%
Year 2	50%	100%
Year 3	75%	100%
Year 4	100%	100%
Year 5	100%	100%

## 5. ACTION PLAN

### 5.1 INTRODUCTION

The purpose of the Action Plan is to show how Korjo intends to contribute to the achievement of the Covenant's goals and to meet Korjo's obligations under the Covenant. The three main performance goals of the Covenant are:

1. Design - Optimise packaging to use resources efficiently and reduce environmental impact without compromising product quality and safety
2. Recycling - Efficiently collect and recycle packaging
3. Product Stewardship - Demonstrate commitment of all signatories

Earlier in the year Korjo stakeholders communicated with its third party external consultant to review the following overarching requirements of the APC:

- Determine Action Plan requirements for Korjo
- Assist in establishing an APC Team
- Provide overview / training for the APC Team
- Develop a project plan for development of the Action Plan
- Develop auditable document and filing system for managing the requirements

As part of this review the stakeholders were taken through a 28 question questionnaire based on APC documentation and attendance at APC Workshops. The results of this review are documented in the following sections and the actions arising from this review are summarised in the Action Plan Table.

### 5.2 DESIGN

#### 5.2.1 COVENANT GOALS

- Review existing procedures for new packaging design and integrate with requirements of Sustainable Packaging Guidelines;
- Determine timetable for "packaging review" of existing packaging to meet requirements of Sustainable Packaging Guidelines; and
- Identify and determine targets and actions for Plan.

#### 5.2.2 OUTCOME

The outcome should be packaging designed to:

- Avoid or minimise the use of materials and other resources;
- Optimise recyclability and recycled content; and
- Reduce litter impacts.



### 5.2.3 KEY PERFORMANCE INDICATOR

The Key Performance Indicator for Design will be evidence that Korjo is implementing the Sustainable Packaging Guidelines (SPG) for design or manufacture of packaging.

### 5.2.4 CURRENT AND PLANNED ACTIONS

5.2.4.1 Korjo does not have a documented policy and procedure for evaluating and procuring packaging using the SPG as most Korjo products are imported prepackaged. However, all packaging will be reviewed using the Sustainable Packaging Guidelines and a timetable for review is included in section 4.2.

5.2.4.2 The most logical categorisation of **existing** packaging is by types of packaging as set out in section 4.1. Although Korjo has approximately 100 SKU's there are less than 10 types of packaging.

5.2.4.3 Korjo does not have a process for developing **new** packaging. Korjo is a very small company and Dr. Kausman as Managing Director can adopt any environmental considerations as required.

5.2.4.4 Korjo will establish a centralized data base for all issues relating to the APC including:

- All decisions and the underlying evidence for those decisions;
- Packaging review reports; and
- An auditable trail for decisions made in relation to the SPG.

## **5.3 RECYCLING**

### **5.3.1 COVENANT GOALS**

- Review and document existing recovery systems;
- Review and document existing Buy Recycled Policies; and
- Identify and determine actions and targets for Plan.

### **5.3.2 OUTCOME**

The outcome should be:

- Improved recovery of recycled materials from the premises of Korjo; and
- Increased secondary markets for recovered packaging materials.

### **5.3.3 KEY PERFORMANCE INDICATOR**

The Key Performance Indicator for Recycling will be evidence that Korjo is implementing the on-site recovery of packaging through documentation provided from contracted waste managers, and an increase in the level of recycled content in purchases made by Korjo.

### **5.3.4 CURRENT AND PLANNED ACTIONS**

5.3.4.1 Korjo's packaging waste reduction goals are to reduce waste and to be environmentally responsible, and it will be necessary to establish base line data in order to measure this.

5.3.4.2 Korjo employees are educated about recycling and waste reduction programs.

5.3.4.3 Korjo has introduced paper recycling boxes in every office and the canteen, and the warehouse has a large recycling bin for paper and cardboard.

5.3.4.4 Recycling is seen as a cost and a saving. A cost for a third party to collect cardboard for recycling and a saving when incoming shipping outers are used for packing and shipping of local orders.

5.3.4.5 Korjo has a policy to buy recycled packaging if it is fit for use and cost competitive.

## **5.4 PRODUCT STEWARDSHIP**

### **5.4.1 COVENANT GOALS**

- Review and document existing Product Stewardship procedures;
- Review existing Supply Contracts for take back;
- Review existing Waste Management contracts; and
- Identify and determine actions and targets for Plan.

### **5.4.2 OUTCOME**

The outcome should be:

- To improve the design and recycling of packaging; and
- Reduce the overall level of litter created by packaging.

### **5.4.3 KEY PERFORMANCE INDICATORS**

The key performance indicators for product stewardship are;

- Have formalised procedures in place to work with others to improve design and recycling of packaging;
- To engage in other initiatives that show product stewardship such as education, sponsorship of initiatives etc; and
- To reduce the occurrence of litter in their operations and encourage clients to properly dispose of the packaging on products to remove them from the litter stream.

### **5.4.4 CURRENT AND PLANNED ACTIONS**

5.4.4.1 Korjo does not have a documented policy to review all packaging against the SPG.

5.4.4.2 Korjo does not have supply contracts that require take back and recycling of packaging.

5.4.4.3 Korjo does not have waste management contracts in place that require collection and recycling of packaging.

5.4.4.4 Korjo does not have a procurement process in place requiring suppliers to participate in reducing packaging through regular meetings or product reviews as most of Korjo's products are imported pre-packaged.

5.4.4.5 Korjo does not have any procedures in place to reduce litter; however, products are designed to reduce litter, we only use recyclable materials and we are looking at incorporating recycling logos onto our packaging to assist and educate responsible disposal or recycling.

## 5.5 ACTION PLAN TABLES

\*Please note that the responsibilities for individual Actions will be allocated when the APC personnel next meet.

Covenant Performance Goals	Actions	*Responsibility	Timeline	Targets	Evidence
<p>1. Design - optimise packaging to achieve resource efficiency and reduction in quantity required. The design efforts should reduce environmental impact without compromising product quality and safety.</p> <p>KPI 1. Proportion of signatories in the supply chain implementing the Sustainable Packaging Guidelines for design or procurement of packaging.</p>	<p>Prepare a gap analysis between existing environmental and product development systems / standards and SPG Guidelines to ensure SPG implementation</p> <p>Establish documented policy and procedure for evaluating and procuring packaging using the SPG</p> <p>Review all <b>new</b> products using the SPG</p> <p>Review all <b>existing</b> products using the SPG</p> <p>Investigate the need for a new product development process</p> <p>Establish centralised data base</p>	APC Personnel	<p>December 2011</p> <p>June 2012</p> <p>Refer 4.2</p> <p>Refer 4.2</p> <p>December 2011</p> <p>December 2011</p>	<p>Gap analysis completed</p> <p>Documented policy and procedure completed</p> <p>Refer 4.2</p> <p>Refer 4.2</p> <p>Investigation completed</p> <p>100% compliance by all stakeholders</p>	<p>Gap analysis Report</p> <p>Policy and Procedure Document</p> <p>SPG Reviews</p> <p>SPG Reviews</p> <p>Report on investigation</p> <p>Centralised data base</p>
<p>2. Recycling – efficiently collect and recycle packaging</p> <p>KPI 2. Not required by individual signatories.</p> <p>KPI 3. Proportion of signatories with on-site recovery systems for recycling used packaging.</p> <p>KPI 4. Proportion of signatories with a policy to buy products made from recycled packaging.</p> <p>KPI 5. Not required by individual signatories.</p>	<p>Review and recommend improved on-site recycling and buy recycled policies</p> <p>Establish base line data for on-site waste and recyclable packaging recovery</p> <p>Formalise a Buy Recycled Purchasing Policy and encourage implementation</p>	APC Personnel	<p>December 2011</p> <p>March 2012</p> <p>June 2012</p>	<p>Review completed</p> <p>After establishing base line data agree on targets</p> <p>Part of employee education program</p>	<p>Review Report with recommendations</p> <p>Annual Reports</p> <p>Induction procedure</p>

Covenant Performance Goals	Actions	*Responsibility	Timeline	Targets	Evidence
3. Product Stewardship – demonstrate commitment of all signatories	Review and recommend formal processes for working with others, other product stewardship outcomes for packaging and reducing litter	APC Team	December 2011	Review completed	Review Report with recommendations
KPI 6. Proportion of signatories that have formal processes for working with others to improve packaging design and recycling.	Investigate opportunities to negotiate supply contracts that require take back and recycling of packaging		March 2012	Investigation completed	Investigation Report with recommendations
KPI 7. Proportion of signatories demonstrating other product stewardship outcomes for packaging.	Investigate other product stewardship opportunities		June 2011 – December 2015	A target of at least of one new initiative per annum	Annual Reports
KPI 8. Reduction in the number of packaging items in litter.	Not applicable				

## APPENDICES

### APPENDIX 1 - BASELINE DATA

	<b>2007-08</b>	<b>2008-09</b>	<b>2009-10</b>
Total Packaging Weight (Kg)	59,074	50,756	49,982
Total Product Weight (Kg)	130,607	122,563	124,831
Ratio Product: Packaging	2.26:1	2.41:1	2.50:1
Packaging as a % of Total weight	31.14%	29.28%	28.58%
Packaging - % Recyclable materials	100%	100%	100%

