

Data form 2008

- Please refer to accompanying guidance notes before completing this data form.
- Please do not hesitate to contact one of the Comply Direct team on 0844 873 1034 for further assistance.
- Remember that the figures incorporated must be from packaging handled in the calendar year 2007.
- You need to be as accurate as reasonably possible.

Full (legal) company name (plus trading name if different)

Comply Direct membership number (if known)

New member or renewal (please state)

What is your company turnover in £m (should be based on last audited accounts)

1 Packaging activities

Main packaging activity

Tick one only

- Manufacturing (produce raw materials for packaging manufacture)
- Conversion (convert raw materials into packaging)
- Packing/filling (put goods in packaging or packaging around goods)
- Selling (supply packaging to the end user)
- Importing (import packaged goods and/or packaging from outside the UK – includes pallets and crates)
- Service provider (supply packaging by hiring out or lending)

Other activities performed

Tick all that apply

- Manufacturing (produce raw materials for packaging manufacture)
- Conversion (convert raw materials into packaging)
- Packing/filling (put goods in packaging or packaging around goods)
- Selling (supply packaging to the end user)
- Importing (import packaged goods and/or packaging from outside the UK – includes pallets and crates)
- Service provider (supply packaging by hiring out or lending)

Please state how you worked out your packaging handled

Tick all that apply

- Supplier data
- Sample weighing
- Sales records
- Pareto analysis (e.g. 80% of lines)
- Data provided by a consultant (please state name and contact details)
-

Trade Association methodology (state which)

Other method (please specify) Purchasing data

2 Small producer allocation method (turnover £2m – £5m)

Recent changes to the packaging waste regulations have seen the introduction of a simplification of data gathering for businesses with a turnover of £2m – £5m (small producers). Businesses falling into this category have the option to either carry on reporting their data in the main tables below, or to use this allocation method now set out in the regulations. If a business chooses the small producer allocation method they must stay with this option for a minimum of three years unless they go above the £5m turnover threshold.

A holding company and its subsidiaries who are making a group registration as a small producer should provide an allocation based on aggregated turnover and predominant packaging material type. Details of subsidiaries will still need to be reported.

Allocated tonnage for 2008

27 tonnes per £1m turnover

Example

A company with a turnover of £4.2m would have an obligation of 113 tonnes (4.2 x 27 tonnes = 113.4 tonnes). This 113 tonne obligation must be met with PRNs from the predominant material handled, therefore the obligation will be in one material only.

Information required for allocation method

Are you opting for the small producer allocation method? *(minimum 3 year commitment)*

Yes

No

If no, please go to section 3

Is your turnover £2m – £5m?

Yes

No

If yes, please state your turnover in £m

Turnover must be from your latest set of full financial accounts and evidence is required to accompany this form e.g. provision of summary sheet from your latest audited accounts.

Please state your level of obligation

Turnover x 27 tonnes

Please state your predominant material (please tick one box only).

This is the heaviest weight of packaging material that you handle i.e. supply to another stage and/or import into the UK.

Paper

Glass

Aluminium

Steel

Plastic

Wood

Other (please state and advise next predominant material)

Please indicate how you have determined your predominant material

You do **not** now need to fill the tables within section 3 of this form if you have chosen the small producer allocation method.

3 Packaging data

Table 1a: Master table of packaging/packaging materials supplied (in whole tonnes)

Please refer to Comply Direct available guidance notes before completing this section of the data form.

Activity	Paper	Glass	Aluminium	Steel	Plastic	Wood	Other
Manufacturing							
Conversion							
Packing/filling							
Selling							

Table 1b: Franchise/pub operating/leased packaging materials only

Activity	Paper	Glass	Aluminium	Steel	Plastic	Wood	Other
Franchise/pub							
Leased/hired packaging							

*Do not fill this row in if you are the user of leased/hired packaging to pack/fill or supply goods.

Table 2a: Packaging/packaging materials exported by the producer (in whole tonnes)

Activity	Paper	Glass	Aluminium	Steel	Plastic	Wood	Other
Manufacturing							
Conversion							
Packing/filling							
Selling							

Table 2b: Packaging/packaging materials exported by a third party (in whole tonnes) – you must have supporting evidence of this.

Activity	Paper	Glass	Aluminium	Steel	Plastic	Wood	Other
Manufacturing							
Conversion							
Packing/filling							
Selling							

Table 3a: Packaging/packaging materials imported for the purpose of the named activity (in whole tonnes)

Activity	Paper	Glass	Aluminium	Steel	Plastic	Wood	Other
Conversion							
Packing/filling							
Selling							

Table 3b: Imported packaging for which you are the end user (in whole tonnes)

	Paper	Glass	Aluminium	Steel	Plastic	Wood	Other
Transit packaging							

Table 3c: Imported packaging which is subsequently exported (in whole tonnes) – you must have supporting evidence of this

	Paper	Glass	Aluminium	Steel	Plastic	Wood	Other
Imports exported							

Table 4: Statement of obligations for 2008 (based on 2007 tonnages above)

	Paper	Glass	Aluminium	Steel	Plastic	Wood	Other
Individual material recycling obligations							
Obligated tonnage by material							
Minimum recycling target by material							

We will calculate your statement of obligations for you on receipt of your data form and notify you of your exact obligation.

4 Additional Information

Do you have any back door waste?

Yes No

If yes, please give details on material type and tonnages per week/month

Have any of the agencies ever conducted a full audit of your packaging data?

Yes No

If so, please indicate if it was the EA or SEPA and the date of the audit

5 Declaration by authorised person

- It is an offence if you deliberately give false or misleading information and you may be liable for prosecution.
- This registration form must be signed by an approved person (company director or partner or sole trader).

I declare that the information in this registration and data form is true to the best of my knowledge and belief.

I agree to inform Comply Direct of any changes to the information given in line with the Comply Direct standard terms and conditions of membership. I declare that I have read the terms and conditions of membership as made available on the Comply Direct website and I agree to abide by the rules laid down by them.

Name of approved person

Job title

Signed

Date

If you have opted for the small Producer Allocations method (£2 - £5 million T/O) please ensure you enclose evidence of your turnover.

Please return this completed form to the address below and keep a copy for yourself for at least four years.