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Australian Government

Australian Government
2010-2011 Annual Report
on the
Australian Packaging Covenant
Action Plan

Prepared by the Department of Sustainability, Environment, Water, Population and Communities

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TABLE OF CONTENTS

INTRODUCTION

This is the Australian Government's annual report to the Australian Packaging Covenant Council for the period 1 July 2010 to 30 June 2011. The annual report outlines the Australian Government's activities against the first year of its 2010-15 Australian Packaging Covenant Action Plan. The action plan covers the five year period from 1 July 2010 to 30 June 2015. It builds on activities undertaken as part of the previous National Packaging Covenant, under which there were two earlier action plans.

This annual report forms a baseline against which future reports will assess performance. It covers brands owned by the Australian Government, such as the Australian Broadcasting Corporation. However, it excludes Australia Post, which submits its own annual report as a separate signatory to the Australian Packaging Covenant.

POLICY BACKGROUND

The National Waste Policy heralds a new, efficient and environmentally responsible approach to waste management in Australia. The policy, agreed by all Australian environment ministers in November 2009, sets Australia's waste management and resource recovery direction to 2020.

The Australian Packaging Covenant is a key national mechanism for implementing Strategy 3 of the National Waste Policy - better management of packaging to improve the use of resources, reduce the environmental impact of packaging design, enhance away from home recycling and reduce litter.

The Covenant is an agreement between all levels of government, industry and non-government organisations that aims to ensure that all involved in the packaging chain play their part in reducing packaging waste. The Covenant has three goals:

1. Design — packaging optimised to achieve resource efficiency and reduced environmental impact without compromising product quality and safety

2. Recycling — the efficient collection and recycling of packaging

3. Product Stewardship — a demonstrated commitment to product stewardship by the supply chain and other signatories.

As a signatory to the Covenant, the Australian Government is required to implement an action plan outlining how the Covenant will be applied in its business operations, and report annually on progress against its action plan. The Australian Government committed in its 2010-15 Australian Packaging Covenant Action Plan to undertake actions to minimise the overall environmental impacts of packaging by:

- implementing the Covenant's Sustainable Packaging Guidelines

- implementing recovery systems for used packaging materials and paper

- purchasing products that include recycled materials

- facilitating nationally effective product stewardship policies and programs relating to packaging

METHODOLOGY

This annual report was prepared by the Department of Sustainability, Environment, Water, Population and Communities (DSEWPaC) on behalf of the Australian Government. It consolidates results from an online survey to eligible Australian Government agencies.

A total of 96 Australian Government agencies provided information, including all Australian Government departments and representing a response rate of 84 per cent. This response rate is below the benchmark of 92 per cent set in 2009-2010. There are a number of reasons for this, including:

- shorter period for submitting survey answers

- survey coinciding with other government reporting requirements, such as whole-of-government reporting on energy use.

This year's annual report sees a shift in focus away from submitting quantitative estimates using the previous reporting tool to submitting qualitative information using an online survey. This streamlined approach reflects the change from the National Packaging Covenant to the Australian Packaging Covenant, and the new emphasis on actions undertaken against key performance indicators.

The online survey enabled agencies to provide better quality information, in the form of examples of best practice to underpin their waste and recycling results. Whilst the emphasis is on qualitative data, agencies were also encouraged to provide any existing quantitative data.

The online survey provided a cost effective way of collecting data across the various Australian Government agencies. It was user-friendly and less onerous for reporting agencies. Being online, the survey allowed for great efficiency, and reduced paper consumption.

RESULTS

The Australian Government has performed well against the action plan commitments and the aims of the Covenant, which are outlined earlier in this report. Specific progress against these commitments is reported in the table at **Appendix 1.**

The Australian Government agencies covered by this annual report provide a diverse range of services including: government administration, defence, and the management of public buildings, cultural institutions and specialised sites like Australian Antarctic bases. This diversity is reflected in the large scale of operations captured by the annual report. A total of 2,602 Australian Government sites are covered, of which 2,041 are office based[1] and 561 are non-office based[2].

Reporting agencies	Office based	Non-office based	Total
Number of sites	2,041	561	2,602
Full-time equivalents[3]	148,644.25	11,922.25	160,566.5

While the Covenant covers packaging waste only, many agencies responded to the survey with information on recycling for key non-packaging items such as toner cartridges, batteries and paper. This demonstrates a positive shift in culture as these recycling approaches become increasingly common across the Australian Government. In providing information on overall recycling rates, most agencies did not, however, differentiate between packaging and non-packaging waste.

Key results for 2010-11 year include:

- 100 per cent of reporting agencies have onsite recycling facilities.

- 84 per cent of agencies submitted completed reports within the allocated timeframe.

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[1] For the purpose of the survey, an office based site is a premise where desks, chairs and computers are used to carry out business operations.

[2] Non-offices sites include: laboratories, warehouses, shop fronts, barracks, multi-use dwellings, national parks and gardens, Antarctic bases, ships, broadcast studios, sports training facilities.

[3] The definition of FTE reported by agencies varies. For some agencies, one FTE refers to one person working full time all year round, with part-time staff being 0.5 of an FTE. Some of these agencies included non-payroll contractors, secondments and agency staff. In contrast, other agencies reported actual numbers of staff rather than FTEs.

- 78 per cent of reporting agencies use at least 50 per cent postconsumer recycled office paper.

- 73 per cent of reporting agencies that use public places implement litter reduction measures in these areas.

- 61 per cent of reporting agencies included green ICT clauses that promote packaging minimisation, recyclability and recycled content, take back and reuse or recycling of packaging in Request for Tender documents to procure ICT products and services.

- 60 per cent of reporting agencies reported implementing the Sustainable Packaging Guidelines.

- Of those reporting agencies with non-office space, 58 per cent implement non-office recycling systems and practices.

- 49 per cent of reporting agencies have a Chief Executive Instruction on procurement outlining how to consider environmental impacts when procuring goods and services.

- 37 per cent of reporting agencies use 100 per cent postconsumer recycled office paper.

CASE STUDIES

The online survey focuses on obtaining examples of best practice in implementing the Covenant. Including examples of best practice provides an opportunity for agencies to share lessons learnt and gain an insight into successful ways of implementing the action plan. The following case studies illustrate best practice in waste minimisation across six areas:

- sustainable packaging guidelines

- office based recycling

- non-office based recycling

- ICT Sustainability Plan

- sustainable procurement

- waste collection and litter reduction in public places.

SUSTAINABLE PACKAGING GUIDELINES

The Sustainable Packaging Guidelines (Schedule 2 of the Covenant) assist Covenant signatories and others to review and optimise consumer packaging to make efficient use of resources and reduce environmental impact without compromising product quality and safety. Some 60 per cent of reporting agencies reported implementing the Sustainable Packaging Guidelines.

Case study 1: Australian Taxation Office

When approaching the market for provision of goods or services, the Australian Taxation Office (ATO) includes the following standard clause in its Request For Tender - 'Packaging must be resource efficient, but sufficient to ensure the safe delivery of goods, made from low impact materials and reusable or recyclable at the end of its useful life'. The ATO's current stationery provider takes back delivery boxes and they are re-used.

Case study 2: Australian Institute for Teaching and School Leadership

The Australian Institute for Teaching and School Leadership purchases all office supplies from Corporate Express, a company that complies with the Australian Packaging Covenant. Corporate Express undertook the following actions in 2010 to demonstrate its commitment to minimising packaging:

- Analysis of the materials and quantities used for a variety of packaging mediums including carton, air pillows, satchels, tapes and labels. Development of a sustainable packaging solution based on this analysis.
- Partnering with packaging solutions company, Amcor, to standardise carton sizes and material (100 per cent recycled content).
- Launch of the Packaging Take Back Program.

OFFICE BASED RECYCLING

In addition to clear goals for design, recycling and product stewardship, the new Covenant provides an increased focus on workplace and public place recycling and litter reduction programs. All reporting agencies have onsite office recycling facilities, and many of these agencies provided examples of best practice in office based recycling.

Case study 3: Department of Finance and Deregulation

The Department of Finance and Deregulation has improved its outcomes for secure paper recycling since adopting a hydro-pulping process in 2009. The hydro-pulping process allows the destroyed product to be completely recycled and also commences the recycling process. Products created with the recycled secure paper include board for cereal boxes, the outer lining for plaster board, serviettes, paper towelling, toilet paper, and white office paper.

In contrast, many other agencies shred documents to maintain the confidentiality of information. If shredding is carried out to high security specifications, the paper fibres are cross shredded into fine particles, rendering them non-viable for recycling.

Case study 4: Australian Electoral Commission

In February 2011, the Australian Electoral Commission's National Electoral Education Centre (NEEC) joined a small group of 16 businesses in the Australian Capital Territory to have achieved ACTSmart Business Accreditation for their recycling programs.

ACTSmart Business is an Australian Capital Territory Government program to assist private and public sector businesses to reduce the amount of waste they send to landfill. As well as benefits for the wider community, more effective recycling and waste management delivers benefits to the businesses, such as reduced costs for waste disposal and improved staff morale.

The program includes a step-by-step guide, templates, assistance with training, promotional materials and other resources. It builds on NEEC's existing paper recycling practices to cover other materials, such as the many plastic bottles that students bring to education sessions.

A comparison of waste audits conducted before and after implementation of the program showed that the amount of waste sent to landfill by NEEC had been reduced by more than 80 per cent, lowering the average from 17.47 cubic metres to 2.91 cubic metres per year.

Of those reporting agencies with non-office space, 58 per cent implement recycling systems and practices. Recycling in non-office areas pose some challenges given that these areas can be vast. The Australian Department of Defence, for instance, is the responsible steward of 3.4 million hectares of land that is deemed to be non-office. Results for non-office recycling should therefore be considered in this context.

Case study 5: Department of Innovation, Industry, Science and Research

The Department of Innovation, Industry, Science and Research provides used props and other equipment from Questacon to charities and not-for-profit cooperatives such as the Reverse Garbage Cooperative Ltd. Reverse Garbage is a community-based re-use organisation that has been operating since 1974 to find creative uses for end-of-life products.

Case study 6: Australian Antarctic Division

The Australian Antarctic Division (AAD) within DSEWPaC implements waste minimisation strategies at stations in the Antarctic by applying the three Rs: reduce, re-use and recycle.

Disposal of Antarctic waste has both environmental and financial costs. By minimising the amount of waste to return to Australia, the AAD reduces shipping and fuel costs as well as the costs of landfill in Australia. The AAD has developed a set of environmental purchasing guidelines to assist staff responsible for purchasing materials for Antarctica.

To minimise waste, AAD staff re-use many materials, including:
- plastic bubble-wrap, cardboard and paper packaging
- fabric off-cuts (e.g. old sheets, towels etc) as workshop rags.

The AAD separates and collects materials which would otherwise join the general waste stream so that it can be re-processed into other products on return to Australia. The AAD currently recycles all metal, aluminium cans, cardboard, and all types of plastic containers, bottles and fluorescent tubes.

ICT SUSTAINABILITY PLAN

Under the Australian Government's ICT Sustainability Plan 2010-2015, the Government aims to utilise ICT resources more effectively, improve efficiency, increase productivity, and reduce the environmental impact of its ICT operations. It will achieve this by focusing on the responsible acquisition, installation, maintenance, use and disposal of ICT. The survey indicates that 61 per cent of reporting agencies include green ICT clauses that promote packaging minimisation, recyclability and recycled content, take back and reuse or recycling of packaging in Request for Tender documents to procure ICT products and services.

Case study 7: Department of Education, Employment and Workplace Relations

The Department of Education, Employment and Workplace Relations (DEEWR) has committed to only purchasing desktop computers and monitors that comply with the Electronic Product Environmental Assessment Tool Gold standard, exceeding the requirements of the Australian Government ICT Sustainability Plan 2010-15. DEEWR now purchases single multifunction devices in place of separate printers, scanners, and fax machines; and has established arrangements with its vendor to take back and recycle used toner cartridges.

SUSTAINABLE PROCUREMENT

The first goal of the Covenant concerns packaging design: 'to optimise packaging to use resources efficiently and reduce environmental impact without compromising product quality and safety'. To meet this goal, all signatories are required to implement design and procurement processes that drive sustainable design of packaging, consistent with the Sustainable Packaging Guidelines. In particular, signatories are expected to evaluate all new packaging against the guidelines, and to commit to review all existing consumer packaging within a reasonable timeframe.

The survey indicates that 49 per cent of reporting agencies have a Chief Executive Instruction on procurement outlining how to consider environmental impacts when

procuring goods and services; and 78 per cent of reporting agencies purchase at least 50 per cent postconsumer recycled office paper. Some 37 per cent of reporting agencies have taken this one step further by purchasing 100 per cent postconsumer recycled office paper.

As sustainable procurement is directly linked to the Sustainable Packaging Guidelines, there is some overlap in the actions undertaken in the following case study with those outlined previously in case studies 1 and 2.

Case study 8: Australian Broadcasting Corporation

The ABC introduced a sustainable paper mandate in May 2010, supported by an awareness raising campaign for staff. Under their online ordering system, ABC staff are no longer given the option to order non-recycled paper brands that are sourced from native forests. Instead, purchasing options are limited to three brands of paper, selected on their environmental performance.

WASTE COLLECTION AND LITTER REDUCTION IN PUBLIC PLACES

Litter has a number of negative impacts: it reduces the visual amenity of public places; poses a potential hazard to wildlife; results in the resource loss of valuable recyclable resources; and imposes collection and disposal costs for communities. To minimise these impacts, 73 per cent of reporting agencies that use public places implement litter reduction measures in these areas.

Case study 9: Department of Defence

The Australian Government Department of Defence have put bins and arranged a collection capability for one of their popular remote fishing sites, Tubes at Beecroft Weapons Range. This litter collection is supported with a robust advertising process through brochures, signage and inspections.

Defence have also worked with the Australian Land Based Anglers Association to undertake ledge care cleanup activities twice a year at the site.

> **Case study 10: Department of Innovation, Industry, Science, Research and Tertiary Education**
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> The Department of Innovation, Industry, Science, Research and Tertiary Education has in place organic waste bins at its Questacon Café, which is well supported by café staff. As well as minimising the amount of waste going to landfill, the organic waste bins help reduce carbon emissions.

FUTURE ACTION

Since becoming a signatory to the National Packaging Covenant in 1999, the Australian Government has undertaken significant actions to demonstrate leadership in minimising the environmental impacts of packaging. These include developing and applying a waste audit methodology and reporting tool, revising the Environmental Management System and implementing the National Waste Policy. The positive impact of these actions is illustrated by the increase in the environmental sustainability of the Australian Government's own operations, with 100 per cent of reporting agencies now having onsite recycling facilities.

DSEWPaC is continuing work in this area by developing guidelines for Australian Government agencies on how to implement the Covenant's Sustainable Packaging Guidelines. To improve the response rate of future surveys, DSEWPaC will:

- engage earlier with Australian Government agencies, providing a longer period for survey responses
- provide sufficient notification that non-reporting agencies will be individually identified in the annual report.

PROGRESS AGAINST ACTION PLAN COMMITMENTS

This table is taken from the 2010-15 Australian Packaging Covenant Action Plan. The first six columns detail the performance goals, outcomes, key performance indicators, actions, timelines, and key performance measures. A further column has been added to record progress as at 30 June 2011 against the key performance measures.

Performance Goal	Outcomes	Key Performance Indicators	Actions	Timeline Against Actions	Key Performance Measures	Results
Reporting	Establishment of mechanism for reporting covenant performance.	KPIs 1, 3, 4, 6, 7 & 8	To assist agencies in the reporting process, DSEWPaC will: • develop an electronic reporting template and an information pack on the Covenant	2011	Reporting template developed	DSEWPaC has developed a reporting template using the online survey program "SurveyMonkey".
			• update this template and information pack to align with the requirements of the Covenant	As required	Continuous improvement in percentage of agencies submitting reports	84 per cent of agencies submitted completed reports within the allocated timeframe.
			• publish an annual report which identifies non-reporting agencies, and	Annually	100 per cent of agencies reporting using the template by 2015	To be addressed in the 2014-15 annual report.
			• circulate the annual report through relevant fora. Departments will submit completed templates (including for portfolio agencies) to DSEWPaC by the deadline.	Annually Annually	Non-reporting agencies identified in the annual report	Identification of non-reporting agencies will commence in the 2011-12 annual report.
					Baseline: 92 per cent of all agencies submitted reports in 2009-10	See page 6 for discussion of response rate against the baseline.
Design Optimise packaging to use resources efficiently and reduce	Packaging designed to avoid or minimise the use of materials and other	KPI 1	The Australian Government will abide by the principles embedded in the Sustainable Packaging Guidelines (SPGs) for packaging design and procurement. Relevant government agencies (i.e.	Ongoing	100 per cent of relevant agencies reporting implementation of the SPGs by 2015	60 per cent of reporting agencies implemented the SPGs during 2010-11.

Performance Goal	Outcomes	Key Performance Indicators	Actions	Timeline Against Actions	Key Performance Measures	Results
environmental impact without compromising product quality and safety	resources, optimise its recyclability and recycled content, and reduce the impact of litter.		agencies that use packaging in their operations) will promote and report on the sustainable packaging design and procurement by: • implementing the SPGs in their packaging design and procurement practices (from 2011-12)	Ongoing	Examples of effective implementation of relevant principles of the SPGs published	See page 9.
			• reporting annually on implementation of the SPGs, and • providing examples of effective implementation of relevant principles of the SPGs.	Annually Ongoing	Relevant agencies not implementing SPGs identified in 2014-15 annual report	To be addressed in the 2014-15 annual report.
			DSEWPaC will provide all agencies with guidance on implementing the SPGs. DSEWPaC will publish an annual report identifying relevant agencies not implementing SPGs from 2014-15.	2011 Annually commencing 2014-15	Baseline: to be established in annual report	2010-11 results (as above) to serve as baseline.
Recycling Efficiently collect and recycle packaging	Improved recovery of packaging from away from home sources	KPI 3	**Office-based recycling** All Australian Government agencies will: • implement on-site materials recovery systems for recyclable materials (including used packaging) for all office-based staff (excluding remote localities) by 2015 (or provide a reason for non-implementation)	By 2015 Annually	Continuous improvement in per cent of reporting agencies with on-site recovery systems (including for used packaging)	All agencies (100 per cent) that submitted completed reports have office-based recovery systems.
			• report annually on implementation of	Annually	Continuous improvement in per cent of office-based staff with access to on-site recovery systems	All reporting agencies with office-based sites have access for some or all staff to on-site recovery facilities.

Performance Goal	Outcomes	Key Performance Indicators	Actions	Timeline Against Actions	Key Performance Measures	Results
			office-based recycling, and • provide examples of best practice and innovation in office-based recycling. DSEWPaC will publish an annual report which identifies agencies that have not implemented office-based recycling and their reasons for non-implementation (from 2011-12). Note: Agencies that choose to collect quantitative waste and recycling data and/or use the NABERS Waste tool are encouraged to report this data as examples of best practice and innovation.	Annually	Examples of best practice and innovation published	See page 10.
					Agencies without office-based recycling and reasons identified in annual report (from 2011-12)	To be addressed in the 2011-12 annual report.
					Baseline: 91 per cent of reporting agencies had on-site recovery systems for used packaging in 2009-10	Exceeded in 2010-11 (see above).
			Non-office recycling All Australian Government agencies will: • implement non-office recycling, where practicable, such as in public areas of government premises	Ongoing	Percentage of agencies reporting implementation and operation of non-office recycling systems and practices	Of those reporting agencies with non-office space, 58 per cent implement non-office recycling systems and practices.
			• report annually on implementation of non-office recycling, and	Annually	Examples of best practice and innovation published	See page 11.
			• provide examples of best practice and innovation in non-office recycling and or waste minimisation in public areas of government premises or when staging events.	Annually	Baseline: to be established in annual report	2010-11 results (as above) to serve as baseline.

Performance Goal	Outcomes	Key Performance Indicators	Actions	Timeline Against Actions	Key Performance Measures	Results
	Increased secondary markets for recycled materials	KPIs 4 & 6	All Australian Government agencies will work to promote the government's sustainable procurement goals though such actions as: • creating a Chief Executive Instruction (CEI) on procurement outlining how it will consider environmental impacts when procuring goods and services	Ongoing	Percentage of agencies with a CEI on sustainable procurement	49 per cent of reporting agencies have a CEI on procurement outlining how to consider environmental impacts when procuring goods and services.
			• implementing the Australian Government ICT Sustainability Plan 2010-2015 requirement that general use office copy paper have a minimum of 50 per cent post-consumer recycled content by July 2011, with a progression to 100 per cent post-consumer recycled content by July 2015	Ongoing	Percentage of agencies reporting use of at least 50 per cent post-consumer recycled content for general use office copy paper	78 per cent of reporting agencies use at least 50 per cent post-consumer recycled office copy paper.
					Percentage of agencies reporting use of 100 per cent post-consumer recycled content for general use office copy paper	37 per cent of reporting agencies use 100 per cent post-consumer recycled office copy paper.
			• reporting annually on implementation of the sustainable procurement actions, and	Annually	Examples of best practice and innovation published	See page 13.
			• providing examples of best practice and innovation in sustainable procurement.	Annually	Baseline: to be established in annual report	2010-11 results (as above) to serve as baseline.
			DSEWPaC will: • ensure that guidance on sustainable procurement, such as standard specifications and model contract	2014	Guidance on sustainable Procurement available to Procurement officials by 2014	To be addressed in the 2014-15 annual report.

Performance Goal	Outcomes	Key Performance Indicators	Actions	Timeline Against Actions	Key Performance Measures	Results
			clauses, is available to procurement officers by 2014, and • develop improvement indicators once guidance on sustainable procurement is established.	2015	Improvement indicators developed	To be addressed in the 2014-15 annual report.
Product Stewardship Demonstrated commitment to product stewardship	Signatories in the supply chain working with others to improve design and recycling of packaging	KPIs 4, 6 & 7	All Australian Government agencies will implement the following packaging-related actions under the Australian Government ICT Sustainability Plan 2010-2015: • requiring ICT suppliers be signatories to the Australian Packaging Covenant (the Covenant) by July 2011 or comply with the requirements of the National Environment Protection (Used Packaging Materials) Measure • requiring relevant ICT equipment to comply with ISO 14024 or ISO 14021 standard at the level of EPEAT silver (eco-label) or equivalent as a minimum environmental performance standard. These standards include criteria for packaging such as material selection and design for end of life, and • providing sample Request for Tender and Green ICT clauses for ICT procurement contracts that promote the outcomes of minimising packaging, optimising recyclability and recycled content, and the take back and re-use or recycling of packaging,	Ongoing	Percentage of agencies reporting implementation of the packaging related actions under the ICT Sustainability Plan	61 per cent of reporting agencies implement packaging related actions under the ICT Sustainability Plan.
					Agencies implementing the packaging-related actions under the ICT Sustainability Plan identified in 2014-15 annual report	To be addressed in the 2014-15 annual report.

Performance Goal	Outcomes	Key Performance Indicators	Actions	Timeline Against Actions	Key Performance Measures	Results
			where possible.			
			All Australian Government agencies will report annually on implementation of the above actions under the ICT Sustainability Plan.*	Annually		
			DSEWPaC will publish an annual report which identifies agencies not implementing the above actions of the ICT Sustainability Plan in 2014-15.	Annually	Baseline: to be established in annual report	2010-11 results (as above) to serve as baseline.
			*Note: Reporting under this action plan is not a substitute for reporting requirements under s516A of the *Environment Protection and Biodiversity Conservation Act 1999*.			
		KPI 7	DSEWPaC, on behalf of the Australian Government, will continue to implement the National Waste Policy. This will include supporting product stewardship policies and programs for packaging waste and litter under Strategy 3.	Ongoing		Supported the Publishers National Environment Bureau through the use of Commonwealth advertising space to publish 29 advertisements in a range of publications in 2010-11.
			DSEWPaC is also committed to establishing frameworks to facilitate education and communication of Covenant principles. It will continue to undertake some activities with external parties, such as:	Ongoing	Information on relevant actions published in annual report	
			• supporting the Publishers National Environment Bureau by developing and publishing advertisements in national publications that promote newsprint recycling to the community. These advertisements also promote recycling in general, highlighting the benefits of kerbside recycling and	Annually		Supported the Government Agency Environment Network with regular presentations at meetings to engage stakeholders and raise awareness.

Performance Goal	Outcomes	Key Performance Indicators	Actions	Timeline Against Actions	Key Performance Measures	Results
			encouraging the purchasing of products manufactured from recovered materials. DSEWPaC will continue to explore education, communication and community engagement projects linked to national waste priorities as opportunities arise.	Ongoing		DSEWPaC provided grants under the Australian Sustainable Schools Initiative to support schools and their communities to become sustainable.
	Reduction in litter	KPI 8	All Australian Government agencies will: • implement litter reduction measures in public places, where practicable, such as in public areas of government premises	Ongoing	Percentage of agencies reporting implementation litter reduction measures in public places	73 per cent of reporting agencies that use public places implement litter reduction measures in public areas of government premises and when staging events.
			• consider ways to minimise waste in public areas of Government premises or when staging events, through improved procurement and waste management	Ongoing	Examples of best practice and innovation published	See page 13.
			• report annually on implementation of litter reduction measures, and • provide examples of best practice and innovation in litter reduction.	Annually Annually	Baseline: to be established in annual report	2010-11 results (as above) to serve as baseline.

GLOSSARY OF ACRONYMS AND ABBREVIATIONS

AAD	Australian Antarctic Division
ABC	Australian Broadcasting Corporation
APC	Australian Packaging Covenant
ATO	Australian Taxation Office
AuSSI	Australian Sustainable Schools Initiative
CEI	Chief Executive Instruction
DEEWR	Department of Education, Employment and Workplace Relations
DSEWPaC	Department of Sustainability, Environment, Water, Population and Communities
EMS	Environmental Management Systems
FMA Act	*Financial Management and Accountability Act 1997*
FTE	Full-time equivalent
ICT	Information and Communication Technology
ISO	International Organization for Standardization
NEEC	National Electoral Education Centre