
USE OF PLASTIC BAG AND WASTE REDUCTION POLICY AND PROCEDURES

Purpose

The purpose of this policy is to establish guidelines for reducing the use of plastic bags and minimising waste at Trendie. This policy aims to promote sustainable practices, align with Australian environmental regulations, and contribute to the overall reduction of our ecological footprint. By adopting responsible waste management practices, Trendie commits to preserving the environment and fostering a culture of sustainability.

Scope

This policy applies to all Trendie employees, contractors, suppliers, and any individuals engaging with the organisation. It covers all operations, including office activities, retail operations, packaging, and disposal methods. The policy extends to the responsible sourcing of materials and the promotion of environmentally friendly alternatives to single-use plastics.

Principles

- **Sustainability:**

Trendie is committed to sustainable practices that reduce environmental impact. This includes reducing the use of plastic bags, promoting recycling, and encouraging the use of reusable materials.

- **Compliance with Legislation:**

This policy aligns with Australian environmental regulations, including the National Waste Policy and relevant state-based plastic bag bans. Compliance with these regulations is mandatory to ensure that Trendie meets its legal obligations.

- **Waste Minimisation:**

Employees are encouraged to minimise waste in all aspects of their work. This involves reducing the consumption of single-use plastics, promoting the use of recyclable and biodegradable materials, and ensuring proper waste segregation and disposal.



- **Education and Awareness:**

Trendie recognises the importance of education in fostering sustainable behaviours. The organisation will provide training and resources to employees to raise awareness about the impact of plastic waste and the benefits of reducing plastic bag usage.

Legislation and Compliance

- **National Waste Policy:**

Trendie adheres to the National Waste Policy, which sets out Australia's waste management and resource recovery goals. This policy includes targets for reducing waste generation, increasing recycling rates, and minimising the environmental impact of waste.

- **State-Based Plastic Bag Bans:**

Trendie complies with the plastic bag bans in place across various Australian states and territories. This includes the prohibition of lightweight plastic bags, which are defined under legislation as having a thickness of less than 35 microns. Employees must be aware of and comply with the specific regulations relevant to their location.

Responsibilities

- **Employees:**

Employees are responsible for adhering to this policy by actively reducing the use of plastic bags in their daily activities. This includes opting for reusable alternatives, properly segregating waste, and adhering to recycling practices. Employees should report any concerns or suggestions related to waste reduction to their manager or the Sustainability Officer.

- **Managers:**

Managers are responsible for implementing and enforcing this policy within their teams. They should encourage sustainable practices, provide guidance on waste reduction, and ensure compliance with all relevant regulations. Managers are also tasked with promoting awareness and leading by example in the reduction of plastic bag usage.



- **Sustainability Officer:**

The Sustainability Officer is responsible for overseeing the implementation of this policy across Trendie. This includes monitoring compliance with legislation, conducting regular reviews of waste management practices, and providing training and resources to employees. The Sustainability Officer will also track progress towards waste reduction goals and report on outcomes to senior management.

Procedures

- **Reduction of Plastic Bags:**

- **Elimination of Single-Use Plastic Bags:** Trendie will phase out the use of single-use plastic bags across all operations. Alternative options such as reusable bags, paper bags, or biodegradable packaging will be provided.
- **Reusable Bag Program:** Employees and customers will be encouraged to use reusable bags. Trendie will provide reusable bags for purchase and promote their use through educational campaigns and incentives.
- **Supplier Engagement:** Trendie will engage with suppliers to reduce plastic packaging in deliveries. Suppliers will be encouraged to use sustainable packaging materials and minimise plastic usage.

- **Waste Segregation and Recycling:**

- **Waste Segregation:** Employees are required to segregate waste into appropriate categories, including recyclables, organic waste, and general waste. Clearly labelled bins will be provided throughout the premises.
- **Recycling Initiatives:** Trendie will implement recycling programs for materials such as paper, cardboard, plastic, glass, and metals. Employees will receive training on recycling procedures to ensure proper disposal.
- **Organic Waste Composting:** Where possible, organic waste will be composted to reduce landfill waste. Composting bins will be provided, and employees will be trained on the proper disposal of organic materials.



- **Education and Awareness:**
 - **Training Programs:** All employees will receive training on the environmental impact of plastic waste and the importance of waste reduction. Training will include information on recycling practices, sustainable alternatives, and the proper use of waste disposal facilities.
 - **Awareness Campaigns:** Trendie will conduct regular awareness campaigns to promote waste reduction and the use of reusable materials. These campaigns will include informational sessions, posters, and digital communications.
- **Monitoring and Reporting:**
 - **Waste Audits:** The Sustainability Officer will conduct regular waste audits to monitor the effectiveness of waste reduction initiatives and identify areas for improvement.
 - **Progress Reporting:** Trendie will track and report progress towards waste reduction goals. This includes measuring reductions in plastic bag usage, increases in recycling rates, and overall waste reduction achievements.

Compliance and Enforcement

Compliance with this policy is mandatory for all employees and stakeholders associated with Trendie. Failure to comply may result in disciplinary action, up to and including termination of employment. Suppliers and contractors who fail to adhere to the policy may face termination of contracts or partnerships.

Review and Updates

This policy will be reviewed annually to ensure it remains effective and compliant with current legislation. Any updates will be communicated to all employees and stakeholders. The review process will include an assessment of the policy's impact on waste reduction and environmental sustainability.

Implementation

The successful implementation of this policy requires the active participation and commitment of all employees and stakeholders. Management will provide the necessary resources, training, and support to ensure compliance and foster a culture of sustainability. The Sustainability Officer will oversee the implementation and monitor adherence to this policy.



By following this Use of Plastic Bag and Waste Reduction Policy, Trendie demonstrates its commitment to environmental stewardship and responsible business practices, contributing to a more sustainable future for Australia and beyond.

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