

PROGRAM FOR THE PREVENTION AND REDUCTION OF THE WASTE QUANTITIES GENERATED WITHIN THE COMPANY

SABIO COSMETICS S.R.L.

2023

Beneficiary: SABIO COSMETICS S.R.L.

Elaborated by: GREEN ENVIRONMENT SUPPORT S.R.L

Prepared by: Mihaela Popa

Copy no. 1

S.C. Green Environment Support S.R.L 9B, Sos. Fabrica de Glucoza, BC1203, 2nd District, Bucharest Phone: +40 745 555 408

> E-mail: contact@solutiidemediu.ro Web: http://www.solutiidemediu.ro



Description of the document and reviews							
Rev			Elaborated by	Verif			
no.	Details	Date		Technical	Quality	Approved	
00	Draft Intern	May 17, 2023	Mihaela Popa	MP	MP		
01	Verification report	May 24, 2023	Daniela Dobre	DD	DD	DD	
Docu	ument reference:	THE WASTI	FOR THE PREVEN E QUANTITIES GE SABIO COSMETIO	ENERATED '			

Distribution list						
Rev.	Recipient	No. copy	Format	Confidentiality		
	SABIO COSMETICS S.R.L.	1	Printed	Reproduction and/or multiplication of this material,		
01	APM BUCURESTI	1	Electronic	partly or totally in electronic or physical form, without the written approval of the author is		
				forbidden.		

Name and signature of the elaborator POPA MIHAELA

The beneficiary **SABIO COSMETICS S.R.L.**, takes responsibility for the correctness of the data made available for the elaborator of this documentation

Name and signature of the beneficiary AURELIA DINU

Position

DIRECTOR



CONTENTS

1. IN	TRODUCTION AND CONTEXT	4
2. CU	JRRENT SITUATION	7
2.1.	General data	7
2.2.	Data regarding the activity	7
2.3.	Data regarding the types of waste generated	8
3. M	ANAGEMENT OF THE WASTES GENERATED ON LOCATION	10
	EASURES REGARDING PREVENTION AND REDUCTION OF THE TITIES OF GENERATED WASTES	13
5.	Annex 1 – Annual monitoring of the progress	18
Index o	of figures	
Figure	1 Pyramid of waste management	13



1. INTRODUCTION AND CONTEXT

According to the changes provided in the *Emergency Ordinance no.* 92 / 2021 regarding wastes, which has abolished Law 211 / 2011, the companies conducting a commercial or industrial activity, for which the authority competent for environmental protection has issued an environmental authorization / integrated environmental authorization, must prepare and implement a program for the prevention and reduction of the wastes generated by their own activity or, as the case may be, from any manufactured product, including measures observing a certain design of the products, and must adopt measures for the reduction of waste hazard level.

The program for the prevention and reduction of generated wastes must observe a few basic considerations, which are:

- ✓ Resource and waste management on the location;
- ✓ Designing a product;
- ✓ Setting measurable objectives and indicators;
- ✓ Voluntary targets and other instruments.

Within the meaning of the Emergency Ordinance no. 92/2021 regarding waste, the significance of certain terms is given below:

- ✓ <u>waste</u> any substance or object the holder disposes of or has the intention or obligation to dispose of;
- ✓ <u>waste holder</u> the producer of the wastes of the physical person or legal entity possessing them;
- ✓ <u>waste producer</u> any person conducting an activity which is generating wastes, waste producer or any person conducting activities of pre-treatment, mixing or other type, leading to the change in nature or composition of such wastes;
- ✓ <u>waste management</u> collection, transport, recovery (including sorting) and elimination of wastes, including supervision of such operations and subsequent maintenance of the elimination locations, including actions conducted as trader or broker;
- ✓ <u>recovery</u> any operation resulting mainly in wastes serving a useful purpose by replacing other materials which would have been used for a certain purpose or in wastes being prepared for serving to such purpose, in enterprises or in the economy in general;
- ✓ <u>elimination</u> any operation which is not recovery, even if one of the secondary consequences of it would be the recovery of substances of energy.

Conducted activities must always consider a hierarchy of the waste management options. The first option is the prevention of waste generation, by choosing the best technologies as early as the design stage.

Green Environment Support

PROGRAM FOR PREVENTION AND REDUCTION OF THE WASTE QUANTITIES

According to the definition from *OUG* (*Government Emergency Ordinance*) no. 92/2021 regarding waste, prevention is represented by the measures taken before a substance, material or product becomes a waste, reducing:

- a) the quantity of wastes, including by re-using products or extending their lifespan;
- b) the negative impact of generated wastes on the environment and the population health;
- c) the content of hazardous substances in the materials, sub-products, products.

In the list with the waste hierarchy, waste prevention is a priority. Prevention aims to encourage waste management with a view of reducing their negative effects on the environment.

Waste management refers to temporary storage, re-use, collection, transport, treatment, recycling and disposal of wastes, the main purpose being saving raw materials by reusing recyclable wastes and thus contributing to the reduction of pressure on the natural resources.

Wastes are of two large categories: **not-hazardous and hazardous** and are defined by category in the *Decision of the Commission 2000/532/CE from May 3rd*, 2000 for replacing the *Decision 94/3/CE on establishing a list of wastes based on art. 1 letter (a) of the Council Directive 75/442/CEE regarding the wastes and Council Directive 94/904/CE for establishing a list of hazardous wastes based on art. 1 paragraph (4) of the Council Directive 91/689/CEE regarding hazardous wastes*, with subsequent changes. Each type of waste is represented by a code of 6 digits, depending on the generating activity, to which an asterisk (*) is added, if it is a hazardous waste (ex. 20 01 35*).

All waste categories are collected separately and turned over to authorized economic agents. Upon each transfer of wastes, the confirmation receipt or transfer form will be requested and kept.

The waste producers / holders must turn over wastes generated from own activity to economic agents authorized by the competent public authority (county agencies for environmental protection) and to collect, transport, recover and/or eliminate wastes under the conditions of the environmental legislation in force; failure to observe this provision will be sanctioned with a fine between Lei 40,000 and 60,000 (OUG 92/2021, art. 62, paragraph 1, letter a).

The costs of waste management, including those for the necessary infrastructure and its use, will be paid by the initial waste producer or the current or previous holders of the wastes, according to the principle "polluter pays" (OUG 92/2021, art. 22, paragraph 1).

Economic agents authorized from the environmental protection point of view for conducting collection and transport operations must selectively collect wastes and only transport them to installations authorized to conduct treatment/elimination operations.

Waste producers and/or holders must recover them according to hierarchy regarding management options for them and without endangering human health and the environment.



Thus, applicable sanctions are between Lei 40,000 and 60,000 (OUG 92/2021, art. 62, paragraph 1, letter a).

Hazardous wastes (the ones represented with an asterisk) must be stored separately based on their physical-chemical properties, compatibilities and the nature of extinguishing media to be sed for each category of wastes in case of fire, so that to ensure a high degree of environmental protection and population health, including traceability since generation to the final destination. Failure to observe the above mentioned leads to sanctions with fines between Lei 40,000 and 60,000 (OUG 92/2021, art. 62, paragraph 1, letter a).

Traceability is found with the generator by waste management evidence according to annex 1 to HG856/2002. Waste management evidence is organized for each type of waste, annually sent to the environmental agency and kept for at least 3 years (OUG 92/2021, art. 48 paragraph 5). Lack of it leads to fines between Lei 40,000 and 60.000 (OUG 92/2021, art. 62, paragraph 1, letter a).

This **PROGRAM FOR PREVENTION AND REDUCTION OF THE WASTE QUANTITY**, was elaborated by GREEN ENVIRONMENT SUPPORT according to the requirements of the *Emergency Ordinance no. 92/2021 regarding wastes*, with subsequent changes and amendments, for the company **SABIO COSMETICS SRL** based on the audit regarding the wastes generated at the business premises in Sos. Bucuresti-Ploiesti no. 180K, 1st District, Bucharest.

Following the findings, the company has developed and implemented a plan for the reduction of the generated waste quantities, by efficient management of packaging, instruction of the employees, improvement of inventory control, measures regarding food product wastefulness, production of bio-compost, reduction of household and technological wastes.



2. CURRENT SITUATION

2.1. General data

NAME OF THE OPERATOR	SABIO COSMETICS S.R.L.		
REGISTERED OFFICE	Bd. Aviatorilor no. 66, ground floor, apt. 2, 1 st District,		
	Bucharest		
SOLE REGISTRATION CODE /	30798770 / J40/12026/2012		
TRADE REGISTER NO.			
LEGAL REPRESENTATIVE	AURA DINU		
BUSINESS PREMISES	Sos. Bucuresti-Ploiesti no. 180K, 1 st District, Bucharest		
CONDUCTED ACTIVITY (NACE)	2041 – Soap, detergent and care product manufacturing		
AREAS CHECKED	PRODUCTION AREA, RAW MATERIAL AND		
	FINISHED PRODUCT STORAGE SPACES, WASTE		
	STORAGE SPACES, OFFICES		
NAME OF RESPONSIBLE	AURA DINU / <u>aura@sabiocosmetics.ro</u> / 0722248440		
PERSON/CONTACT DATA			
DATA REGA	ARDING ELABORATOR		
NAME OF THE COMPANY	GREEN ENVIRONMENT SUPPORT		
CONTACT DATA FOR THE	Sos. Fabrica de Glucoza no. 9B, BC1203		
COMPANY	020331, 2 nd District, Bucharest, Romania		
	Phone: 0765649435, E-mail:		
	contact@solutiidemediu.ro		
NAME OF ELABORATOR	MIHAELA POPA		
CONTACT DATA ELABORATOR	apm@solutiidemediu.ro/0745555408		

2.2.Data regarding conducted activity

The activities conducted by SABIO COSMETICS S.R.L. are the following:

- ✓ Soap, detergent and care products manufacturing NACE code 2041
- ✓ Perfume and cosmetics (toiletries) manufacturing NACE code 2042
- ✓ Manufacturing of other articles n.c.a. NACE code 3299
- ✓ Wholesales of ceramic, glass and care products NACE code 4644
- ✓ Wholesales of cosmetics and perfume products NACE code 4645
- ✓ Retail sale in non-specialized stores, with prevalent sale of non-food products NACE code 4719
- ✓ Retail sale of cosmetics and perfume products, in specialized stores NACE code 4775



✓ Retail sale through mail order houses or the Internet – NACE code 4791

SABIO COSMETICS SRL is acquiring raw materials (for ex. Natural perfumes, citric acid, clays, wax, dyes, etc.) mixed based on recipes in special containers, is measuring finished products, packages them, seals them, labels, stores and deliver them to merchants.

2.3. Data regarding the types of generated wastes

Wastes generated on the site, specific to office activities:

No.	Types of generated wastes	Waste code	Waste generation sources	Management modality
1	Mixed municipal wastes	20 03 01	Household litter from office employees	Elimination
2	Paper-cardboard packaging	15 01 01	Cardboard boxes for storage	Recycling
3	Plastic packaging	15 01 02	PET, plastic film	Recycling
4	Paper and cardboard	20 01 01	Paper printed with ink	Recycling
5	Decommissioned electric and electronic equipment, others than the ones specified at 20 01 21, 20 01 23 and 20 01 35	20 01 36	Units, monitors, printers, electric accessories	Recycling
6	Printer tonner wastes, others than those specified at 08 03 17	08 03 18	Non-refill tonners for printers	Recycling

Table 1 specific generated wastes



Generated wastes, specific to production activities: soap, detergent and care products manufacturing and perfume and cosmetics (toiletries) manufacturing are shown in the table below:

No.	Types of generated wastes	Waste code	Waste generation sources	Management modality
1	Mixed municipal wastes	20 03 01	Household litter from production employees	Elimination
2	Paper-cardboard packaging	15 01 01	Packaging of imported or locally acquired products	Recycling
3	Plastic packaging	15 01 02	Packaging of imported or locally acquired products	Recycling
4	Metallic packaging	15 01 04	Packaging of raw materials	Recycling
5	Glass packaging	15 01 07	Packaging of finished products	Recycling
6	Wood packaging	15 01 03	Transport of raw materials	Recycling
7	Packaging containing residues or contaminated with dangerous substances	15 01 10*	Packages of chemical substances used in production	Recycling / elimination
8	Absorbers, filtering materials (including oil filters without other specification), polishing materials, protection clothing contaminated with hazardous substances	15 02 02*	Cloths impregnated with hazardous chemical substances	Recycling / elimination
9	Fat and oil mixes from separations of water/oil mixes from the sector of edible oils and fats	19 08 09	Fat separator in the lab sink	elimination
10	Edible oils and fats	20 01 25	Raw material from production	Recycling
11	Organic wastes with hazardous substance content	16 03 05*	Raw material from production	Recycling

Table 2 Specific generated wastes



Good management of the wastes can contribute to:

- ✓ Improvement of resource efficiency saving energy and reducing material consumption, by preventing, reuse and recycling of wastes;
- ✓ Protection of public health by managing under safety conditions potentially harmful substances;
- ✓ Protection of ecosystems (soils, underground waters, emissions in the air).

3. MEASURES REGARDING THE MANAGEMENT OF WASTES GENERATED ON SITE

✓ Temporary storage of the wastes must observe the legislation in force. All categories of wastes must be stored so that not to affect the environment, in plastic/metal containers / bags etc., adequately labeled with the code of the waste. Stocks which could present a fire risk, smells for the neighborhood, must be avoided;

No.	Name of the waste, according to the EU Decision 955/2014	Waste code, according to the EU Decision 955/2014	Correct storage modality
1	Mixed municipal wastes	20 03 01	Plastic bin, labeled with the name and code of the waste, kept in a covered space, away from weathering
2	Plastic packages	15 01 02	Plastic bin, labeled with the name and code of the waste, kept in a covered space, away from weathering
3	Metallic packages	15 01 04	Plastic bin, labeled with the name and code of the waste, kept in a covered space, away from weathering
4	Glass packages	15 01 07	Plastic bin, labeled with the name and code of the waste, kept in a covered space, away from weathering
5	Wood packaging	15 01 03	Bulk in covered space
6	Packaging containing residues or contaminated with hazardous substances	15 01 10*	Plastic bin on a metallic retention tank, labeled with the name and code of the waste, kept in a



			covered space, away from weathering
7	Absorbers, filtering materials (including oil filters without other specification), polishing materials, protection clothing contaminated with hazardous substances	15 02 02*	Plastic bin on a metallic retention tank, labeled with the name and code of the waste, kept in a covered space, away from weathering
8	Fat and oil mixes from separations of water/oil mixes from the sector of edible oils and fats	19 08 09	Plastic bin, labeled with the name and code of the waste, kept in a covered space, away from weathering
9	Paper and cardboard	20 01 01	Plastic bin, labeled with the name and code of the waste, kept in a covered space, away from weathering
10	Decommissioned electric and electronic equipment, others than the ones specified at 20 01 21, 20 01 23 and 20 01 35	20 01 36	Plastic bin, labeled with the name and code of the waste, kept in a covered space, away from weathering
11	Printer tonner wastes, others than those specified at 08 03 17	08 03 18	Plastic bin, labeled with the name and code of the waste, kept in a covered space, away from weathering
12	Edible oils and fats	20 01 25	Plastic bin, labeled with the name and code of the waste, kept in a covered space, away from weathering
13	Organic wastes with hazardous substance content	16 03 05*	Plastic bin on a metallic retention tank, labeled with the name and code of the waste, kept in a covered space, away from weathering

Table 3 Waste storage modality and recommendations

- ✓ Upon transfer of the wastes, the forms proving hazardous and non-hazardous waste traceability will be requested and kept, according to the legislation;
- ✓ Building stocks which may endanger human health and harm the environment will be avoided (pollution risks for *water*, *air*, *soil*, *fauna*, *flora*, *smell generation*, *fire risk for surroundings*);



- ✓ Transport of the wastes is only done by economic agents holding an environmental authorization according to the legislation in force for collection/temporary storage/treatment/recovery/elimination activities based on HG 1061/2008 regarding transport of hazardous and non-hazardous wastes in Romania;
- ✓ Upon transfer of the wastes, the forms for loading-unloading of non-hazardous wastes (Annex 3) or the form for the expedition/transport of hazardous wastes (Annex 2) will be filled in threefold, as the case may be, for which type of waste, according to HG 1061/2008 regarding transport of hazardous and non-hazardous wastes in Romania. These will be signed and sealed by the waste generator, transporter and the collector/recovering agent/final authorized eliminator, and one copy goes to the waste producer (generator, the one turning over these wastes). This copy can also be sent by fax or post, against receipt confirmation, to the generator, who will keep it as part of the waste management records prepared according to HG 856/2002;
- ✓ For ensuring traceability of the generated wastes, regardless of the category of waste turned over (non-hazardous or hazardous), the form for loading/unloading non-hazardous wastes or the form for the expedition/transport of the hazardous wastes must be fully filled in, they must have a series and a number, the data of each involved operator, transported waste category, code and collected quantity as well as the final destination (recovery/elimination);
- Also, the company must keep all contracts with all collectors authorized to take over generated wastes and their environmental authorizations, where the activity of taking over, collection, transport of wastes is mentioned, with a view of recovery and/or elimination, and most importantly, the codes of collected wastes. If the wastes are taken over for temporary storage with the collector (this not being the recovery/elimination agent), this one has the obligation to make available for the the installation waste generator the data about where the recovery/recycling/elimination operation will be conducted (name of the economic agent, environmental authorization, as the case may be recovery/elimination certificate for received wastes).



4. MEASURES REGARDING THE PREVENTION AND REDUCTION OF THE GENERATED WASTE QUANTITIES

Conducted activities must always consider a hierarchy of the waste management options, according to fig. 1.

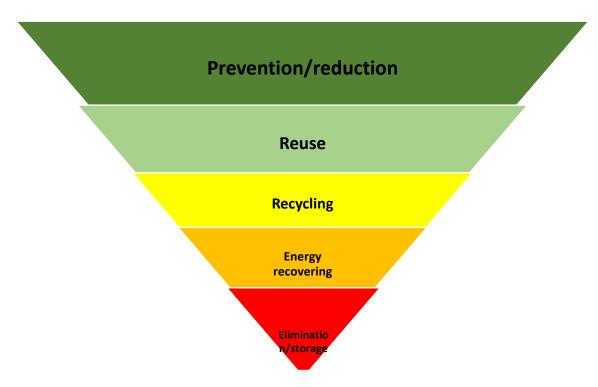


Figure 1 Pyramid of waste management

The first option is the prevention of waste production, by choosing, in the design stage, of the best technologies. If avoidance of waste production is not always possible, the quantity of generated wastes must be minimized by reuse, recycling and energy recovery. Thus, selective collection of wastes for their recovery contributes to the reduction of the waste quantity elimination through storage.

The elimination stage comes only after all other means have been exhausted, in a responsible way, so that not to produce negative effects on the environment.

The quantities of generated wastes are centralized in the monthly management records, according to HG 856/2002 regarding waste management records and for the approval of the list of wastes, including hazardous wastes. The report on the waste management records is sent yearly in electronic format to the County Environmental Protection Agency (Integrated Environmental System).

According to OUG 92/2021, with subsequent amendments and changes, art. 44, letter 3 – The program provided in paragraph (1) is published on the Internet page of the legal



entity and is sent annually to the county agency for environmental protection, including recorded progress, until May 31st of the year following the reporting year.

The progress will be updated annually in annex 1 of this program.

Specific measures regarding the prevention and/or reduction of the waste quantities resulted from own activity ma be taken by implementing certain policies and practices as the following:

- ♣ Efficient management of packaging (codes: 15 01 01, 15 01 02, 15 01 04, 15 01 07)
 - ✓ Optimum location and use of containers for selective collection of packaging wastes generated on the site;
 - ✓ Buying of unpackaged products or products without excessive packaging. For example identification of raw material suppliers allowing acquisition in containers owned by Sabio Cosmetics, like vegetable oils in reusable containers of the company;
 - ✓ Reuse of the wood/cardboard/plastic packaging left on the site following unpackaging for the transport of sold products and/or their return to the supplier for reuse. For example, non-returnable pallets can be used for storage, plastic film can be cut and used together with cardboard scraps for the protection of delivered finished products;
 - ✓ Encouraging import or internal acquisition of packaging types for which there are recycling/recovery technologies. For example, acquisition of packaging or raw materials made of bio-degradable materials, organic cotton, recyclable textiles, natural color PP, sugarcane, packaging personalized with water inks.

Responsible person: Roxana Turcin

Improvement of inventory control

- ✓ Maintaining clear records regarding validity periods for each category of products;
- ✓ Ordering products in minimum quantities in order to avoid building stocks and their expiration;
- ✓ Distribution of products with limited guarantee from the existing, older stock, before distributing the new stock;
- ✓ Restrictions for buying products over-packaged;
- ✓ Selecting suppliers selling "green" products or bio-degradable packaging.

Responsible person: Roxana Turcin

- ✓ The importance of prevention in generation wastes and the obligation to reuse products and selectively collect wastes;
- ✓ The awareness and increase of attention regarding verification of documents before printing, with a view of reducing the probability of printing documents requiring revisions;
- ✓ Printing face and back, where possible;

Green Environment Support

PROGRAM FOR PREVENTION AND REDUCTION OF THE WASTE QUANTITIES

- ✓ Using recycled paper;
- ✓ Using the database and other materials in electronic format, as well as electronic correspondence (invoices, letters, contracts, reports) and their storage in electronic format.

Responsible person: Roxana Turcin

♣ Reduction of DEEE (electric and electronic equipment wastes) quantities:

- ✓ Acquiring IT equipment (phones, laptops, etc.) with compatible chargers, in order to reduce the quantity of wastes generated when decommissioned;
- ✓ Choosing to repair/refurbish electric and electronic equipment and lamps in authorized services, in order to extend their lifespan and to limit new acquisitions;
- ✓ Buying of printing equipment which use refillable cartridge/toner;
- ✓ Verification of the electric and electronic equipment, batteries and lamps and other products imported from outside EU, if they observe the European standards;
- ✓ Choosing products/substances contained in a product with the smallest impact on the environment, in case of accidental pollution: verification of the compounds of the substances, their effect on the environment and environmentally friendlier alternatives:
- ✓ Ensuring a tension stabilization system of UPS type for avoiding damages to electric equipment/lamps during electricity fluctuations;
- ✓ Periodic verification of electric and electronic equipment for their lifespan extension;
- ✓ Choosing to buy refurbished electric and electronic equipment for the office activities, as long as they meet the technical specifications for which they are acquired;
- ✓ Choosing electric and electronic equipment largely available, in order to easily find spare parts for their repair;
- ✓ Using electric and electronic equipment within the limit of the production capacity/daily use (if this is specified on the technical chart of the product or its guarantee certificate);
- ✓ Choosing sensor based lighting systems in order to extend their lifespan and the electricity consumption.

Responsible person: Roxana Turcin

★ Measures for bio-compost production:

- ✓ Exclusive use of bio-degradable wastes coming from vegetal litter for obtaining biocompost;
- ✓ Recovery of fruit and vegetable scraps from the kitchen for employees and their use for compost production;
- ✓ Use of vegetal wastes resulting from the process of plant growing (scraps from trimming them, branches, dry leaves, grass, etc.) in order to obtain compost;
- ✓ Acquisition of installations for bio-compost production, to be used as fertilizer for own activity or for selling.



Responsible person: Roxana Turcin

- ✓ Informing/educating employees regarding the importance of reducing food wastefulness;
- ✓ Separate collection of food wastes, on categories, for recycling/recovery/elimination.

Responsible person: Roxana Turcin

♣ Measures for reducing the quantity of wastes resulting from products containing hazardous chemical substances:

- ✓ Collection by the authorized operators can be carried out more often, in order to avoid building large waste stocks on the site;
- ✓ Avoiding building stocks of products with short lifespan;
- ✓ Using packaging with reduced destruction risk and larger volumes in case of substances used in considerable quantities, nor just for small repairs, in order to avoid generation of large quantities of contaminated packaging.

Responsible person: Roxana Turcin

♣ Reduction of household waste quantities:

- ✓ Selective collection of wastes on material type and turning them over to authorized collectors;
- ✓ Washing packages in which food products or other nonhazardous products were purchased, and their recycling;
- ✓ Signing a contract for recyclable wastes with the garbage collector or another authorized collector;
- ✓ Separate collection of fruit and vegetable scraps in order to prepare them for compost with own resources or turning them over to an authorized collector.

Responsible person: Roxana Turcin

4 Reduction of production waste quantities:

- ✓ Procurement of raw materials coming in less packaging;
- ✓ Improvement of the technological flow by modernizing production equipment, so that to avoid as much as possible non-conforming products or rejects;
- ✓ Avoiding building stocks of perishable raw materials, in order to avoid waste generation when they expire and are no longer usable in the production process;
- ✓ Reintroduction in the production process of non-conforming cosmetic products, for example a soap bar not finished according to the mold.

Responsible person: Roxana Turcin

17

PROGRAM FOR PREVENTION AND REDUCTION OF THE WASTE QUANTITIES

5. Annex 1 – Yearly progress monitoring

According to the Program for the prevention and reduction of the waste quantities generated within the company **SABIO COSMETICS S.R.L.**, following measures have been implemented:

- All wastes generated from current activity are temporarily stored in plastic bins, adequate labeled with the code and name of the waste, located on concrete platforms, weatherproof. In case of wastes of packaging containing hazardous substances, the company acquired a retention tank where the collection contains sits, in order to prevent possible accidental pollution;
- Mincing certain wastes, for example paper and cardboard, and using them as protection during the transport of products to clients. The laminated paper base resulting after the labeling process is used for the same purpose;
- Reusing the packages of imported products for delivering products of the company, like boxes, bubble foil, etc.;
- Washing packages, as the case may be, for correct recycling or waste analysis until storage, for example from cardboard boxes the duct tape is removed;
- During the packaging process, tertiary packaging is always used, depending on the volume of the finished products leaving for the clients, thus avoiding packaging in inadequate boxes and the excessive use of additional materials;
- For avoiding massive import of packaging along with the acquisition of raw materials, procurement is only in large volumes, but within the limits of the maximum set stock, in order to avoid the expiration of raw materials and waste generation;
- Upon acceptance, all materials to reuse in the packaging process will be identified: bubble sheet, cardboard boxes, cardboard separators, polystyrene;
- Waste recycling protocol is closely followed: all plastic containers identified under code 15 01 02 are washed and folded (in case of PET), and all cardboard boxes code 15 01 01, which cannot be used for packaging, are cleaned from labels and duct tape and stored for collection;
- The company has a compost container for bio-comport production, further used as fertilizer for own activity;
- Routine meetings with the employees are held on the importance of prevention waste generation and the obligation to reuse the products and selectively collect wastes;
- Verification of the documents before printing, for reducing the probability of printing documents requiring revision;
- Printing face and back of the documents, where possible;

Green Environment Support

PROGRAM FOR PREVENTION AND REDUCTION OF THE WASTE QUANTITIES

- Choosing electric and electronic equipment largely available, in order to easily find spare parts for their repair;
- Using electric and electronic equipment within the limit of the production capacity;
- Refilling printer toners for the equipment in the office area;
- Buying products from suppliers meeting the EU standards;
- The company has a UPS tension stabilizing system in order to avoid damages to electric equipment/lamps during electricity fluctuations.

Following the implementation of measures, the quantities of wastes for the year 2021 versus year 2022 may be analyzed in the table below, with the percentages regarding yearly evolution:

Waste code	Waste name	Generated quantity 2021 (tons)	Generated quantity 2022 (tons)	Percentage (%)
20 03 01	Mixed municipal wastes	1.472	1.6572	12.58
15 01 01	Paper and cardboard packages	0	0.225	100.00
15 01 02	Plastic packaging	0	0.248	100.00
15 01 03	Wood packaging	0	0.125	100.00
15 01 04	Metallic packaging	0	0.06	100.00
15 01 07	Glass packaging	0.144	0.149	3.47
20 01 01	Paper and cardboard	0.619	0.253	-59.13
20 01 25	Edible oils and fats	0.019	0.036	89.47
19 08 09	Fat and oil mixes from separating waster/oil mixes in the sector of edible oils and fats	0	0.02	100.00
15 01 10*	Packaging containing residues or contaminated with hazardous substances	0.018	0.15	733.33
20 01 39	Plastic materials	0.461	0.326	-29.28
20 01 40	Metals	0.032	0.036	12.50

A decrease in the quantity of cardboard waste can be noticed, of about 50%, and also of plastic materials, with ca. 30%, following the implementation of the reduction measures. In case of the municipal wastes, since the pandemic emergency measures ceased, a big part of the employees have returned in the offices / factory.

The objectives for 2023 are:

- Reduction with 5% of the municipal waste quantity.