



# Procter & Gamble

## “Zero Manufacturing Waste to Landfill”

### **Background**

One of P&G's 2020 goals for Operations is that <0.5% of Manufacturing Waste is disposed (to either landfill or incineration without energy recovery) versus a 2010 baseline and our corporate long term vision is to have zero consumer or manufacturing waste go to landfills. This goal and vision will drive an increase in the diversion of P&G waste materials away from disposal to reuse, recycling and recovery solutions and it will drive more sites to achieve zero manufacturing waste to landfill status.

All P&G sites will adopt the definition of zero manufacturing waste to landfill below and will follow the subsequent guidelines on measurement, reporting and communications to ensure a consistent approach to zero manufacturing waste to landfill across the company.

### **Definition of Zero Manufacturing Waste to Landfill**

“Zero manufacturing waste to Landfill means zero manufacturing waste is disposed directly to landfill or to Incineration without energy recovery by the site, except where local legal requirements specify that regulated wastes must be disposed in a landfill”

### **Beneficial Reuse**

Beneficial Reuse simply includes P&G waste sent for Reuse, Recycling or Incineration with Energy Recovery. Incineration without Energy Recovery and Landfill will count as Disposal.

### **Incineration**

From an environmental perspective Incineration without Energy Recovery is considered to have few benefits over landfill and much less benefit than Incineration with Energy Recovery. This position is reflected in the globally accepted Waste Hierarchy. Therefore sending waste to incineration without energy recovery will not count as diverting the material from landfill. This position is consistent with our corporate definition of Beneficial Reuse

### **Exceptions**

In some cases, local laws and regulations require certain types of waste (e.g. regulated waste) be sent to landfill. In these instances, if a site generates ≤1000 kg regulated waste per year and meets all other requirements for zero waste to landfill, they will be allowed to claim zero manufacturing waste to landfill status. If they generate >1000kg regulated waste per year, they cannot claim zero waste to landfill. . Additional details on qualification for sites sending regulated waste to landfill are described below.

Construction & Demolition (C&D) waste is currently not included in the scope of our zero manufacturing waste to landfill definition. This is because we have a separate initiative focusing on dramatically increasing the recycling of our C&D waste by making increased recycling part of the bidding/contract process. This is owned by Global Construction & Engineering. C&D waste data is captured in eGreen allowing us to measure the progress of the C&D waste recycling initiative.

The boundaries of our Zero manufacturing waste to Landfill definition are the point where a recycling, treatment or disposal facility accepts our waste. This means that waste generated/landfilled by the recycling process for our cardboard and plastic, or the ash from incineration facilities is not considered to be our waste. This is a globally accepted approach and if it was not followed it would be virtually impossible to ever achieve zero manufacturing waste to landfill.

### **Qualification**

To qualify for Zero manufacturing waste to Landfill status, sites must have 3 months data entered into eGreen demonstrating that they are not sending any hazardous or non hazardous waste to landfill or incineration without energy recovery.

Where ≤1000 kg per year regulated waste must be sent to landfill, an explanation should be entered in eGreen to account for this and copies of all relevant paperwork including the full regulation and haulage and disposal paperwork must be made available (scanned into electronic format) to the GBU HS&E Waste Leader who owns the validation process (see Validation section below).

If a site generates small volumes (less than 1000kg per year) of a regulated waste that must be disposed of to landfill as part of a continuous process, they can only achieve zero manufacturing waste to landfill status if there are no alternative process/chemicals available. The high cost of such an alternative (process or chemical) that does not produce regulated waste is **not** a justification that can be used to claim that no alternative exists.

### **Validation**

This will be carried out, after 3 months of continuous zero manufacturing waste to landfill operation, by the GBU Waste Leader. A consolidated waste generated list (showing the tonnes of each waste material generated and the final treatment/disposal process) is required as well as access to all paper records should more detail be required (See Additional Guidelines section for a checklist of key questions).

### **Certification**

Once Zero manufacturing waste to Landfill status has been validated then the site will receive the Zero manufacturing waste to Landfill Corporate recognition. Once a site has received their Zero manufacturing waste to Landfill Corporate recognition they can communicate this achievement internally and externally (see Communication section below for further detail).

## **Maintenance**

Sites that have reached Zero manufacturing waste to Landfill are expected to maintain their status. Plans should be put in place, in advance, to address projects or product changes that will generate new wastes that may have to be sent to landfill. Zero manufacturing waste to landfill will be considered success criteria for all future projects and process changes.

New waste streams or large volumes of waste generated by site error, SQI, product recalls or waste from new start up processes are not exempt from the Zero manufacturing waste to Landfill definition as there should be robust waste management plans in place for all wastes generated.

If a site fails to maintain its Zero manufacturing waste to Landfill status (a failure in the change management process) then they will not receive a Zero manufacturing waste to Landfill star for that FY. A full FY of zero manufacturing waste to landfill data in eGreen must be achieved before another Zero manufacturing waste to Landfill star can be awarded.

Where an extraordinary event such as a natural disaster occurs, a site will be allowed 3 months to get back to Zero manufacturing waste to Landfill status (it is expected that even under these circumstances a site will divert as much material away from landfill as possible).