



BUNNINGS

FIS Packaging Guidelines

Table of Contents

1.0 Packaging Design and Materials	2
1.1 Baseline Packaging Information.....	2
1.2 Sustainable Packaging Design	2
1.3 Packaging Specifications.....	6
2.0 Labelling.....	8
2.1 Product Warning Labels	1
2.2 Industry Efficiency Labels	1
2.3 The Australasian Recycling Label (ARL)	2
2.4 Other Recycling and Composting Labels.....	4
3.0 Weight Icons (Heavy and Bulky Items).....	5
3.1 Weight icon Placement.....	6
3.2 Weight icon Layout.....	6
3.3 Lifting Handles.....	7
3.4 Sharp Objects Best Practice.....	7
3.5 Bulky Items Best Practice.....	8
4.0 Barcodes.....	9
4.1 Barcode Types.....	9
4.2 Barcode Requirements.....	9
4.3 Barcode Testing.....	9
4.4 Barcode Best Practice.....	10
4.5 Barcode Self-Assessment.....	10
4.6 Loss Prevention Packaging Best Practice.....	11
5.0 Store Ready Packaging	13
5.1 Free Standing Displays	14
5.2 Carton Strapping	15
5.3 Inner Cartons.....	15
5.4 External Shipping Packaging.....	15
5.5 Outer Carton Icons	16
6.0 Timber Products	17
7.0 Pallets.....	18
7.1 Materials.....	18
7.2 Pallet standards	18
7.3 Corner Posts	19
7.4 Shrink Wrap and Strapping	19
7.5 Strapping	19
8.0 Contact Information.....	19
9.0 Appendix.....	21
9.1 Soft Plastic Composition.....	21

1.0 Packaging Design and Materials

Packaging design is important to protect products as they travel through our supply chain and should not become problematic to the environment after it has served its primary purpose.

Bunnings are members of the Australian Packaging Covenant Organisation (APCO) and are required to provide the following for all products in Bunnings supply chain:

- Baseline packaging data information; and
- Sustainable packaging.

1.1 Baseline Packaging Information

Suppliers must provide the **material composition** and **weight** of packaging that enters Bunnings' supply chain. This is a requirement for all products.

Packaging includes the following:		
Tertiary packaging for bulk transport Examples: <ul style="list-style-type: none">✗ Pallets, frames and dollies✗ Shrink wrap✗ Dunnage✗ Strapping	Secondary Packaging for handling Examples: <ul style="list-style-type: none">• Inner cartons• Cardboard corners• Dunnage• Strapping	Primary packaging for end consumer Examples: <ul style="list-style-type: none">• Boxes• Hang-sell cards• Plastic and accessory bags• Paper

1.2 Sustainable Packaging Design

Sustainable packaging is designed for compatibility with the waste management industry in **Australia** and **New Zealand**. This means:

- At least 80% of the population must have access to a recycling facility or service for packaging to be considered recyclable. All **on-pack messages** about the environment, sustainability, composability and recyclability of a product and its packaging must be substantiated under **Australian Consumer Law**. Penalties apply for false or misleading statements. For more information visit: <https://www.accc.gov.au/publications/green-marketing-and-the-australian-consumer-law>.
- The information below is a guide, and suppliers need to determine the best actions to take to both protect products as they travel through the supply chain ensure that packaging can be reused, recycled or composted in Australia and New Zealand.
- Suppliers can find more information on APCO's targets and whether they need to become a member at <https://www.packagingcovenant.org.au/>.
- The Packaging Material Selection Guide (below) provides a list of packaging materials and formats that are accepted by Bunnings.
 - Green column – Preferred.
 - Yellow column – Consultation required with Bunnings' Sustainability team.
 - Red column – Not permitted.

PACKAGING MATERIAL SELECTION GUIDE

Red



Not to be used – Materials are regulated or not widely collected and recycled in Australia & New Zealand

Materials

Rigid Plastics
PVC (3), PS (6), nylon composite 'other' plastics (7), Expanded Polystyrene (EPS), foamed plastics

Soft Plastics
PET (1), PVC (3), PS (6), expanded polystyrene (EPS), nylon, expanded PE and multilayer films

Bioplastics
Oxy / Oxo degradable, fragmentable, biodegradable plastics, PLA, PHA, PBAT

Textiles
Polyester

Rubber

Composite Materials
Chipboard, plywood, MDF

Formats

Paper or cardboard:
• Coated with PP (5)
• Laminated with plastic
• Waxed / greased; or
• Lined with foil

Dark tinted plastics and glass
Rigid and soft plastics coloured with carbon black

Dark coloured inks, UV cured inks, inks containing VOC's, metallic inks

Hot melt adhesives

Amber



Approval required – Only when green materials are not an option. Contact SustainablePackaging@Bunnings.com.au

Materials

Textiles
Cotton, wool

Formats

Compostable primary packaging only where all components are certified to either AS 4736:2006 or AS 5810:2010 and labelled according to ISO 14021:2016.

Soft plastics comprising less than 30% of a secondary polymer (both from the green category).

Paper / cardboard coated with 5% (or less) PE by weight.

Responsibly sourced textiles.

Green



Preferred – Materials are widely collected and recycled in Australia & New Zealand

Materials

Fibre
Corrugated cardboard, cardboard, grey board, paper, wood wool, moulded fibre

Rigid Plastics
PET (1), HDPE (2), LDPE (4), PP (5)

Metals
Steel, Aluminium

Glass

Soft Plastics
HDPE (2), LDPE (4), PE, PP (5), BOPP

Timber
Stick timber

Textiles
Jute / hessian

Formats








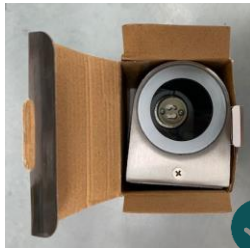




Cardboard / paper either uncoated, clay coated or PE coated (less than 3% by weight) on one side only

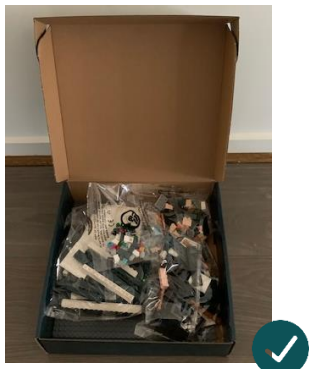

All packaging components made from the same green category, recycled or responsibly sourced material. Components should be separable if not.



Soft plastic comprising less than 5% of a secondary polymer (both green category)

Labels covering less than 40% of the exposed surface area. Polyolefin (PE or PP) on rigid HDPE, PP on rigid PP, OPP or PET on rigid PET, paper on cardboard / paper


Light coloured, water and plant based inks



Reduce packaging	
A. Remove unnecessary packaging	<ul style="list-style-type: none"> Make packaging reusable where possible. Remove unnecessary layers of packaging that are not essential to the protection of the product or movement through the supply chain. <div>    </div> <div> <p>Remove unnecessary layers of packaging.</p> <p>Maximise units per carton and omit inner cartons</p> <p>Replace polybags with a cardboard bellyband.</p> </div>
	<div>    </div> <div> <p>Use less and smaller labels or print barcode directly on products.</p> <p>Use plant and water-based inks and less / water-soluble adhesives.</p> <p>Avoid small packaging parts such as nylon cable ties.</p> </div>
B. Review the ratio of product to packaging	<ul style="list-style-type: none"> Compare the amount of packaging with the size of the product and reduce the type of material, thickness, size, shape or weight. <div>    </div> <div> <p>Reduce amount of packaging</p> <p>Use boxes that fit the product well to avoid using fillers and dunnage but also minimise product damage.</p> <p>Review the shape of product to pack tighter into cartons and pallets.</p> </div>
C. Reduce plastic	<ul style="list-style-type: none"> Reduce use of rigid plastics (such as clamshell packs) and soft plastics such as bags. <div>    </div> <div> <p>Reduce the size of plastic on blister packs.</p> <p>Remove unnecessary soft plastic bags.</p> <p>Use viewing holes instead of clear plastic.</p> </div>

Simplify packaging		
A. Allow packaging made from different materials to be separated easily for disposal		
	Packaging manufactured from different materials should be easy to separate for disposal.	Manufacture separable packaging components (i.e boxes and lids) from the same material and using clear, natural or untinted plastics.
B. Use clear, recyclable materials	<ul style="list-style-type: none">• Use clear recyclable plastics or glass without colours or tints.• Avoid dark tinted plastics and glass which are difficult to recycle and have limited applications as secondary materials.	
C. Use water based and plant-based inks	<ul style="list-style-type: none">• Use soy, plant, vegetable and water-based inks that are non-toxic.• Reduce the amount of inks that are used to print on packaging.	
Packaging Materials		
A. Use recyclable polymers and identify them on packaging	<ul style="list-style-type: none">• Avoid single-use plastics. <p>Single-use plastic packaging is any plastic that is designed to be discarded after a single use or is routinely disposed of after its contents have been unpacked or exhausted.</p> <ul style="list-style-type: none">• Soft plastics should be clear and meet the polymer compositions provided in the Appendix to this document (Section 8.1).	
	<p>Acceptable:</p> <ul style="list-style-type: none">• Metals• Timber• Cotton• Recyclable polymers:<ul style="list-style-type: none">(1) Polyethylene terephthalate (PET)(2) High density polyethylene (HDPE)(4) Low density polyethylene (LDPE)(5) Polypropylene (PP)	<p>Not acceptable:</p> <ul style="list-style-type: none">• Composite materials• Non – Recyclable polymers:<ul style="list-style-type: none">(3) Polyvinyl Chloride (PVC)(6) Polystyrene (PS)(7) OtherNylonBlack tinted plastic wrapSingle-use plastics
B. Use mono-materials and light weight where possible	<ul style="list-style-type: none">• Avoid using coatings, laminates and layering different materials in packaging (for example polymer coated cardboard).• Make packaging lightweight for transport.	

	<ul style="list-style-type: none"> Maximise pallet efficiency by utilising the complete pallet area and height.
C. Use recycled materials	<ul style="list-style-type: none"> Suppliers are required to use packaging that incorporates at least 50% recycled content. Bunnings encourages suppliers to package products in as much recycled material as possible, without compromising on strength.
D. Use renewable materials	<ul style="list-style-type: none"> Source packaging from renewable materials such as FSC® or PEFC® certified timber, paper, cardboard and recycled plastic.
Improve on Pack labelling	
A. Identify type of plastic on packaging	<ul style="list-style-type: none"> Stamp polymers packaging is manufactured from on pack for easy identification: <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  <p>Stamp rigid plastics</p> </div> <div style="text-align: center;">  <p>Print on clear soft plastics</p> </div> </div>
B. Use the Australasian Recycling label	<ul style="list-style-type: none"> Apply the Australasian Recycling Label (ARL) to product packaging (see below). The label informs consumers of the actions they need to take to direct packaging waste to the most compatible waste stream in Australia and New Zealand.
C. Provide consumer information on sustainability	<ul style="list-style-type: none"> Inform customers: <ul style="list-style-type: none"> How to prevent litter through the responsible disposal of packaging. If packaging can be used to preserve the life of the product or to reduce wastage / spoiling of the product. How packaging was sourced or made i.e FSC certified timber, energy neutral processes, using compostable materials using non-toxic inks and dyes. (Note claims must be substantiated and true under Australian Consumer Law).

1.3 Packaging Specifications

Hook Slots for Hang-sell Products	
	<p>The position and size of hook slots on hanging packaging must:</p> <ul style="list-style-type: none"> Be a standard size of 34mm wide by 8mm high. Centre of hook should be 15mm from top edge. Be centered on the pack; unless the weight is distributed unevenly. In the event of uneven distribution of the weight of the product, an off centre or second slot must be positioned to allow the product to hang straight.

Blister Packs	
	<ul style="list-style-type: none"> • A sealed blister pack and blister on card are both extensively used in Bunnings stores. However, a sealed blister pack has the advantage when it comes to loss prevention. • PET is the preferable material to use (recyclable). • Folded edges, on sliding blister packs, must not cover printed information on the reverse of the backing card.
Polybags	
	<ul style="list-style-type: none"> • Should be made from a clear, mono material polymer with a euro hook slot. • A resealable bag is recommended. • The top section must have thicker or reinforced plastic to provide strength for the hook hole. This is the area to print the product information as well. • Polybags are not suitable for hazardous materials.

2.0 Labelling

Labels are an important part of a product's packaging.

Labelling helps with the marketing and differentiation of a product. Importantly labelling must provide mandatory industry, safety and factual legal information. It must not give "false, deceptive or misleading information to customers".



These parameters are set out in the Australian Consumer Law section of the Competition and Consumer Act (2010), which is enforced by the Australian Competition and Consumer Commission (ACCC).

The expectation is for all products that we sell to be labelled with, at minimum (but not limited to), the following information:

- Name and description of product, including material and finish
- Measurements if applicable eg. length, volume etc
- Content quantity
- Safe use instructions
- Proper disposal information
- Information on whether packaging is recyclable
- Features and Benefits – Minimum of 4 and details to be clear and concise
- Country of Origin
- Batch code or Date code (Month/Year of shipment)
- For large cartons - Colour labels on front and sides of carton must cover a maximum area up to 70%
- Scannable Barcode
- Gross Weight of product






2.1 Product Warning Labels

Dangerous or Hazardous Chemical Products	
	<p>Collectively termed 'Hazardous Chemicals', these products are chemicals that can cause health issues, physical harm and / or environmental damage.</p> <p>The international Globally Harmonized System of Classification and Labelling of Chemicals (GHS), the Australian Dangerous Goods Code for Transport (ADG) and the Standard for the Uniform Scheduling of Medicines and Poisons (SUSMP), set out the labelling rules for identifying such hazards through labelling and pictograms, packaging design and safety data sheets.</p>
Poisons	
	<p>Chemicals identified as poisons under the Standard for the Uniform Scheduling of Medicines and Poisons (SUSMP) are subject to both labelling and packaging design requirements. Many Schedule 5 poisons are common domestic use products. Whilst they usually constitute a low hazard, they require relevant first aid and safety directions on the label.</p> <p>They may be identified by CAUTION and KEEP OUT OF REACH OF CHILDREN.</p> <p>Schedule 6 poisons are of a moderate to high hazard and may cause severe injury or death if misused.</p> <p>They are identified by the word POISON at the top of the label.</p> <p>Both Schedule 5 and 6 poisons require packaging that is sufficiently robust to delay access to a child; with Schedule 6 poisons having the additional requirement of Child Resistant Closures.</p>

2.2 Industry Efficiency Labels

There is legislation for certain products to be registered with a government agency in Australia and New Zealand and be supplied in packaging that is labelled to a consistent standard. It is a supplier's responsibility to ensure that all products supplied to Bunnings are correctly registered and labelled.

Water Efficiency Labelling and Standards (WELS)	
	<p>The WELS scheme has been set up to increase water efficiency and save water in products such as toilets, showers and basin taps. The products need to be registered and labelled with their water efficiency for customers to make their own water saving choices.</p>

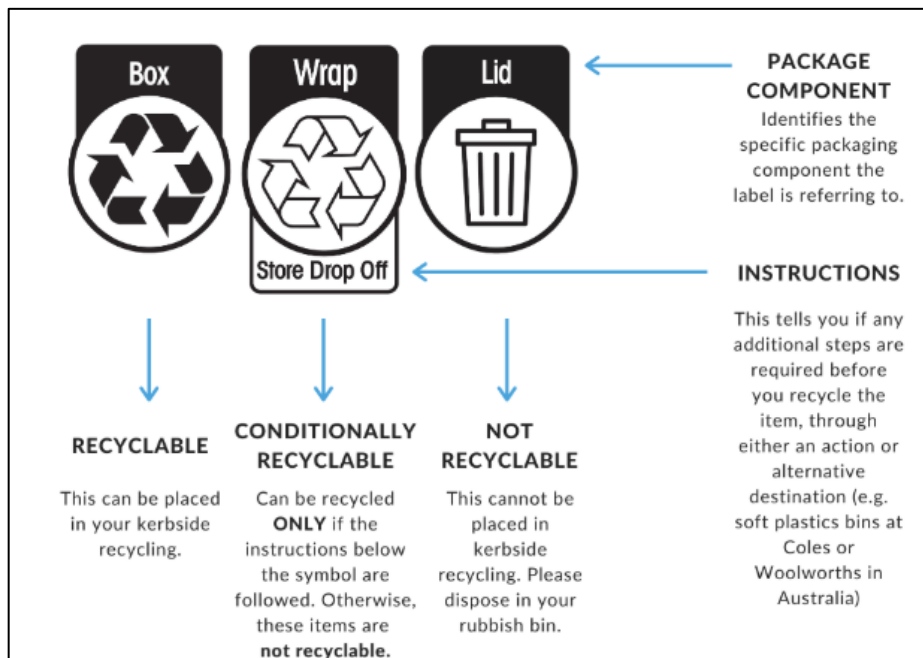
Greenhouse Energy Minimum Standards (GEMS)	
	<p>GEMS was introduced to set up a minimum energy performance standard for equipment including air conditioners, lighting and clothes</p> <p>dryers. All products need to be registered and certain type of products including dishwashers, refrigerators and clothes dryers have to have an energy rating label.</p>
Electrical Equipment Safety System (EESS)	
	<p>The EESS process was introduced to ensure all electrical equipment under its scope meets important safety criteria so as to eliminate any potential safety hazards. The scheme requires electrical equipment to be classified into three levels of risk with different compliance requirements according to the risk level. All electrical equipment must have the Regulatory Compliance Mark (RCM) label.</p>

2.3 The Australasian Recycling Label (ARL)




Bunnings recommends the Australasian Recycling Label (ARL) as the on-pack messaging standard for consumers to dispose of packaging responsibly.

The label provides consumers with advice to help them separate packaging that is manufactured from different materials before disposal. The label helps manufacturers design packaging that is more compatible with the way waste is collected and processed in Australia and New Zealand and informs consumers of the action they need to take to keep valuable, recyclable resources in circulation.

More information on the ARL is available at arl.org.au.







2.4 Other Recycling and Composting Labels

Mobius Loop	
	<p>The mobius loop is an internationally recognised, public domain logo that is used on packaging to indicate that the material is recyclable.</p> <ul style="list-style-type: none"> • Use of the mobius loop is unregulated so it should only be used on cardboard cartons, shelf ready trays and shipping cartons. • The symbol must be printed on all cardboard box packaging for recycling.
Composting Labels	
	<p>Industrial Composting Logo</p> <p>The Australasian Bioplastics Association (ABA)'s Seedling Composting logo verifies that packaging is compostable according to AS 4736 (2006) <i>Biodegradable plastics: Biodegradable plastics suitable for composting and other microbial treatment.</i></p> <p><i>NOTE: Compostable packaging materials are not accepted by Bunnings without prior consultation.</i></p>
	<p>Home Composting Logo</p> <p>The ABA's Home Composting logo verifies that packaging is compostable according to AS 5810 (2010) <i>Biodegradable plastics: Biodegradable plastics suitable for home composting.</i></p> <p><i>NOTE: Compostable packaging materials are not accepted by Bunnings without prior consultation.</i></p>

3.0 Weight Icons (Heavy and Bulky Items)

All items that are 10kgs and over must labelled with weight icons to protect the safety of Bunnings team members and customers.

Bunnings weight Icons Definitions and Specifications:			
			
10 – 16 kg	16.1 – 40 kg	40.1 – 60 kg	60.1 kg+ or Oversized
Can be lifted by an individual.	May be lifted by an individual but a two person lift is safer.	A minimum of two people are required to lift the product.	Very heavy product requiring mechanical aids to lift.
Mandatory Colours:			
Pantone Green 347	Pantone Yellow 116	Pantone Orange 165	Process black
Apply to:			
Single boxed, bagged, multi-packed products with bulky packaging weighing between 10-16kg.	Single boxed, bagged and multi-packed products weighing between 16.1-40kg.	All products weighing between 40.1 kg-60kg.	All products weighing more than 60.1 kg or with dimensions greater than 1.5 cubic metres.

Weight icons must:

- Be clearly visible on packaging.
- Be incorporated into the packaging design and printed on the artwork.
- Be printed in the pantone colours specified under each icon in the table above OR in single two colour packaging design the icon may be printed in only one colour on the outer packaging aligned to the weight table above.

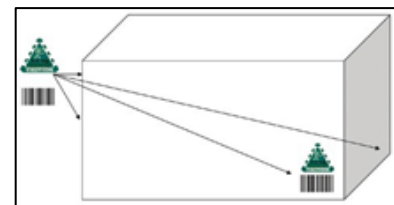
Size of icons:

The size of the icons depends on the size of the packaging and must be applied as outlined below:

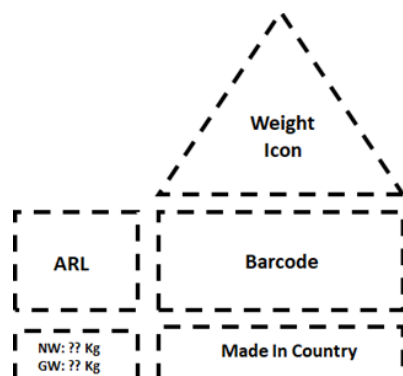
Packaging Type	Label Size (mm)
Boxed or bagged packaging with ALL sides being less than 300mm depth.	50 x 45
Boxed or bagged packaging where at least one side is greater than 300mm depth.	80 x 70
Cartons where any side is greater than 500mm.	110 x 95

3.1 Weight icon Placement

On boxed carton products, the weight marking icon and barcode should be on **four selling faces** of the packaging and located to the **lower right-hand side corner** with the barcode under the weight icon.



3.2 Weight icon Layout



The layout of the weight icon should be as shown:

- **Weight icon** in colour relevant to the weight of the product.
- The **Australasian Recycling Label (ARL)** if applicable (to be advised).
- **Barcode** below weight icon
- **Net weight** and **gross weight** of the actual product.
- **Country of Origin** printed below the barcode.

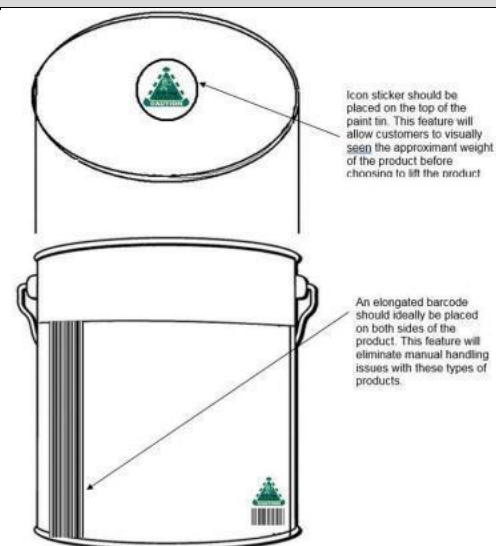
Heavy Bagged Products



To ensure that the weight icon is easily viewable:

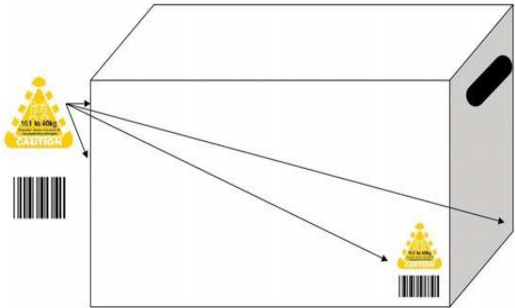
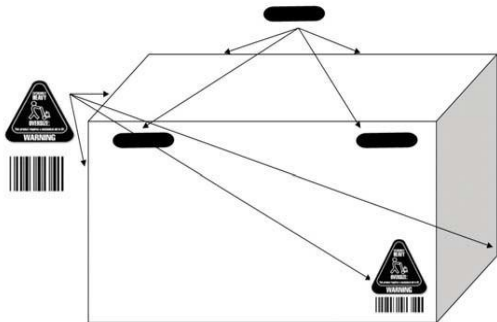
- Place icons on both selling faces of the packaging in the corners.
- Barcodes should be on all corners of the packaging next to or under the weight icon marking.
- Ideally an elongated barcode which wraps the product length ways should be used so it doesn't have to be lifted at point of sale.

Heavy Products in Circular / Cylindrical Packaging





- An icon sticker should be placed on the top of the circular product to allow customers to see the approximate weight of the product before choosing to lift.
- An elongated barcode should ideally be placed on both sides of the product to eliminate the need for manual handling.
- Any queries on weight icons please contact the Merchandise Compliance Co-ordinator merchandisecompliance@bunnings.com.au

3.3 Lifting Handles

Cartons Weighing Over 16kg	
	<p>Heavier products require stronger packaging to be moved safely.</p> <ul style="list-style-type: none"> • Heavier boxed cartons with a weight greater than 16kg require built in handles. • Cartons with products that are 16.1 – 40kg, must have handles with a minimum width of 105mm x 30mm to fit an adult sized hand. A plastic insert could be added to add strength.
Over Sized Cartons and Cartons Greater than 40kg	
	<p>Two handles are required on cartons that are:</p> <ul style="list-style-type: none"> • Greater than 40kg • Oversized bulky products <ul style="list-style-type: none"> • The packaging should be made from materials which enable a steady non-slip grip. • There should be a minimum of 150mm separation between the sets of handles to allow adequate shoulder room and a balanced and stable load when lifted. • A plastic insert for the handle could also be added as shown below.

3.4 Sharp Objects Best Practice

Products must be packaged to safely be handled and stored by team members and customers.

	
Place a cover over blades to prevent contact with sharp edges.	Cover the blade on secateurs but allow the handles to be gripped for customers to feel the product.

3.5 Bulky Items Best Practice



Bunnings recommends that suppliers build-in improvements into their products to assist in their safe handling. Examples are

	
<p>Product boxes with plastic handle to add strength.</p>	<p>Rope handles assist in moving safely.</p>
	
<p>Tiles on their own pallet with each row strapped individually for stability.</p>	<p>Tiles held together by timber container and strapped together.</p>
 	
<p>Products with a pallet incorporated in the packaging.</p>	<p>Product carton with strapping and durable framing. With a plastic handle.</p>

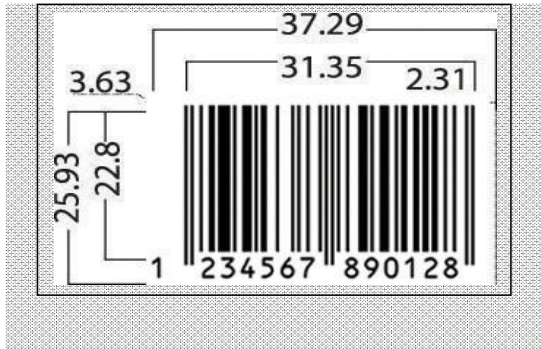
4.0 Barcodes

Barcodes must scan correctly first time at the registers for quick and efficient transactions.

4.1 Barcode Types

Acceptable Barcode Formats::	
	Bunnings uses an international recognised barcode standard approved by an appropriate barcode issuer so the unique barcode numbers on products remain and cannot be transferred to another company.
	The only other barcode that is acceptable is EAN-8 (8 digit) which is for retail POS only. This barcode is for products that are too small to hold a 13 digit barcode.

4.2 Barcode Requirements

Barcode must meet the following requirements:	
<ul style="list-style-type: none">• EAN-13 barcode (13 digit) type• Black bars on a solid white matte background.• Nominal size of 100% with a width of 31.35mm. However, Bunnings approves of EAN-13 barcodes that are not the nominal height due to products being thinner than a standard barcode (eg bolts).• Barcodes can be printed from 80-200% nominal size. Size gauges are available from your barcode provider to help assess the proportionality of a barcode for your product.• There should be 'quiet zones' on either side of the barcode. A quiet zone is a solid, light area which enables the scanner to recognise the beginning and the end of a barcode. A standard EAN-13 barcode at the nominal size of 100%, should have 3.63mm of space to the left and 2.31mm to the right.	 <p>Allowing more space than the minimum specification, will provide a greater chance that the barcode will scan properly every time.</p>

4.3 Barcode Testing

Bunnings requires product barcodes to be tested for scanning. To arrange barcode testing in Australia contact GS1 Australia on 1300 227 263 or via website www.gs1au.org or if overseas contact GS1 in your capital city. The quality of the barcode should be ISO grade 1.5 or greater to ensure its scanned first time,

every time and the minimum scan rate must be 80% or above.

The ISO verification system assesses the quality of the symbol (barcode) compared to a “perfect symbol”. The grade number provides an indication, based on print quality, of the like performance of the barcode. The lower the ISO grade, the higher the possibility of scanning difficulties. The barcode quality must be maintained so products are scanned first time. If there any other queries your relevant Buyer can provide guidance.

4.4 Barcode Best Practice

To ensure barcodes are secure on our product packaging we prefer barcodes are arranged as shown below:

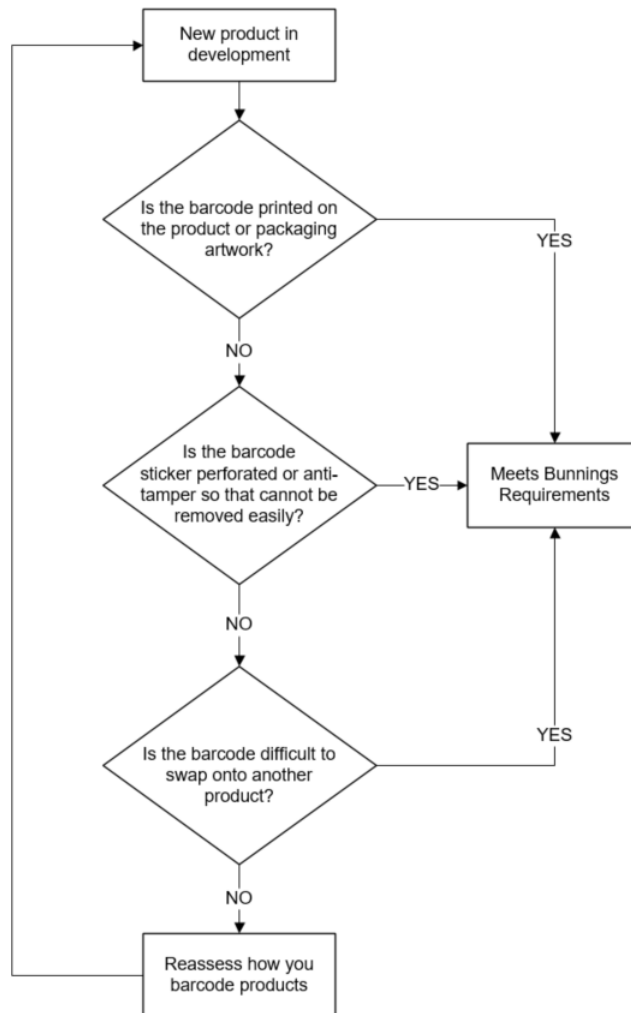
- ✓ Print barcodes directly onto the packaging or product.
- ✓ Apply non-removable security barcodes stickers that are perforated and fall apart if customers attempt to remove them.
- ✗ Do not use barcodes that can be peeled off and applied to other products.






4.5 Barcode Self-Assessment

Bunnings prefer barcodes that are applied to the pre-printed artwork of the retail product. This provides a better-quality barcode and is virtually tamper proof.

If printed barcodes aren't possible then tamper proof barcode adhesive stickers or security barcode labels are the next best option. These give a clear indication of when the barcode has been tampered with, which makes it easier for the register team member to become alerted to tampering and to investigate further.



4.6 Loss Prevention Packaging Best Practice

		
<p>Boxes are closed with sustainable security tape on the top and the bottom. This makes it noticeable when a box has been opened.</p>	<p>The barcode is inside the product and Bunnings team members need to open the item at Point of Sale (POS) to scan the barcode and check for hidden items.</p>	<p>Blister packs made to size with recyclable materials allow the product to be visible to the customer but prevent it from being removed or damaged in store.</p>



Tamperproof box design and seals make it evident when packaging has been compromised and parts removed.

Packaging with a cut-out window. The product inside the box is visible which prevents box swapping.

5.0 Store Ready Packaging

Store ready packaging is a fundamental component in gaining greater replenishment efficiencies, better product availability for customers and reducing costs. It's also one of Bunnings' main aims - one touch from supplier to store.

Store ready packaging:

- Is usually a shipping carton with perforations, to allow easy removal of the top of the carton, then the bottom of the carton can be merchandised directly onto the shelf with the product.
- Should be fit for purpose, have a board grade that is robust to safely hold the product within and to withstand any damage as it travels through the supply chain.



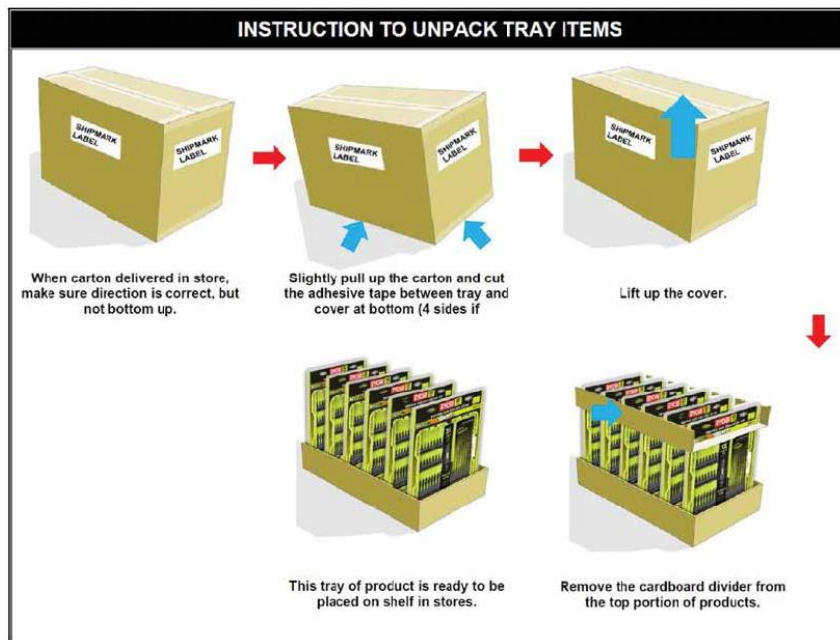
Different examples of perforated packaged products which quickly become shelf ready

Guidelines for Shelf ready packaging:

- Perforations should allow the top of the carton to be easily and cleanly removed using pre-cut finger holes. The perforations shouldn't cut through barcodes or other information.
- Shouldn't require tools to open carton.
- Tape, glue or strapping shouldn't interfere with the opening of the carton.
- Products displayed must be clearly visible and accessible to customers.
- The labels on the carton should be printed with the product description so it's easily identified. Easy access to the product shouldn't be sacrificed for a larger label.



Perforated box easily and compactly for recycling



5.1 Free Standing Displays

Free standing displays are another form of store ready packaging. They offer the opportunity of a side stack or display with the minimum of handling and provide an excellent merchandising tool to entice customers.

The Bunnings expected standard for any free-standing display is:

- It should ideally be 450mm by 450mm in box size.
- It must be robust enough to enable efficient movement through the supply chain.
- It must come pre-loaded with stock and require very little handling or merchandising in store.
- Like shelf store ready packaging, the use of tools should be avoided.
- It should be designed in a way that a single team member can handle the display in the store.
- Any packaging should be of recyclable materials and requires little effort for disposal.
- Height must not exceed 1.2m.

Examples of Free-Standing Displays



5.2 Carton Strapping

We prefer no strapping is applied unless necessary. Strapping ;

- Only required on Primary cartons with a Gross weight of **16kg and over as per below**.
- Must be a **recyclable plastic**.
- Staples, nails, metal strapping and metal clasps are **not acceptable**.

Carton strapping guide	< 16kg	16kg - 40kg	> 40kg
Primary carton ie. Qty = 1 :	No straps	2 straps	4 straps (2 each side)
Secondary carton ie. Qty > 1 :	No straps		

5.3 Inner Cartons

Shipper cartons often contain inner cartons. Inner cartons are to have :

- Clear markings for easy identification (Item number and Qty per carton).
- Minimise the number of inner cartons.
- Remove strapping from inner cartons.

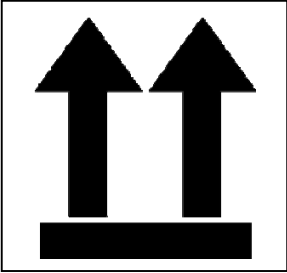



5.4 External Shipping Packaging

While the weight icon program sets up the parameters on safety for heavy and bulky products, there have been many initiatives in the field to help assist in the movement of heavy and bulky items and to reduce any potential injuries. We recommend all our suppliers build in such, or similar improvements, into their products to assist in their safe handling.

Packaging must be:

- Plain Robust cartons.
- Good quality to safely carry products.
- Cartons must maintain structure, so they are not unsafe to handle.
- Boxes must be bound & taped and able to be opened with a box cutter.
- Cartons should be packed tight to avoid product movement.
- Cartons should be flat surfaced on top and bottom, so they are stackable.
- Mixed items in carton must be clearly identifiable based on printed shipping marks.
- Relevant shipping marks should also be shown on the carton.
- The carton or pallet must contain the necessary delivery paperwork, including invoice and SDS documentation if necessary.
- Cartons should have flat surfaces on top and bottom to allow them to be stacked on top of each other.

5.5 Outer Carton Icons

Outer Carton Icons			
			
THIS SIDE UP	HANDLE WITH CARE	FRAGILE	KEEP DRY
Transport pictograms with important information			

Other information that's required on at least 4 sides of the outer carton:




- Brand Name
- Product code
- Product description
- Inner pack quantity
- Unit size
- Gross weight
- Batch number if appropriate
- Dangerous goods information or other legislative requirement
- Standard barcode – the SSCC identifier barcode

6.0 Timber Products

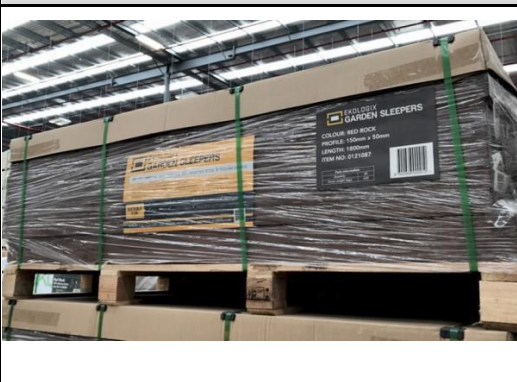
Bulky and heavy timber products offer challenges during shipping and handling. To ensure the safety of the team in our stores as well as protect the product from damage, the following guidelines are recommended. Timber pack standards:

- **Maximum weight** per pack: 2.0 metric tons. Packs cannot exceed 500kgs per 1.3m length.
- **Maximum height** per pack: 600mm (inclusive of packaging).
- **Maximum width** per pack: timber packs should not exceed 1100mm in width, sheet products should not exceed 1220mm.
- Ensure that the product weight is evenly distributed across the pallet, regardless of pack length.
- At least three plastic straps are required to secure the timber to the pallet.
- A centre weight identifier (by weight, rather than length) is required on all packs greater than 3m in length.
- Bearers must be one piece of timber rather than multiple pieces joined together.
- Bearers should be secured to the pallet with glue and nails and should be at least 65mm high and wide enough to provide a stable base for palletised stock.

Timber Packaging Examples:

		
<ul style="list-style-type: none"> ✓ Timber is evenly stacked on the pallet ✓ Red tape is the centre weight identifier 	<ul style="list-style-type: none"> ✗ The bearer is too thin. 	<ul style="list-style-type: none"> ✗ Bearer is two pieces of timber glued together. These often break apart during handling.




Labelling Standards

	<ul style="list-style-type: none"> • Labels detailing the Item Number, Description and Quantity must be attached to the front, back and two ends of every pack. • The font size must be large enough to be clearly readable from a distance of 4.5m or greater . • For packs greater than 1.3m in length, information regarding the gross weight of the pack/pallet should be attached to the centre of each side of the pallet.
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7.0 Pallets

7.1 Materials

Suppliers are ultimately responsible for ensuring acceptable pallets are used when shipping products to Bunnings. This includes adhering to minimum standards for size (1165mm x 1165mm) and construction.

Acceptable Pallet Materials		
		
Timber	Plastic	Cardboard
Bunnings does not accept Chep pallets. Goods arriving at a store on a Chep pallet will manually be unloaded on to another pallet and the Chep returned to the driver.		

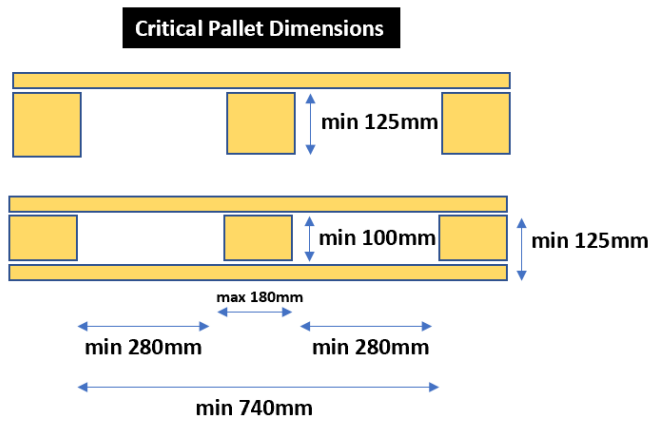
Palletised items should ideally not overhang the pallet. Overhanging products increase the risk of unnecessary damage throughout the transportation, handling and storage process.

At most the maximum overhang tolerance is 30mm on both sides of a wooden pallet. There is no overhang tolerance on the front and back of a load.

The pallet of products should contain all delivery paperwork, including invoice and SDS documentation (if applicable).

7.2 Pallet standards

- Pallets must be 100% of one substance- either timber, cardboard or plastic.
- For a timber pallet, recyclable material is preferred. No MDF pallets allowed.
- The pallet must allow for the use of mechanical and manual handling equipment i.e. forklifts and pallet jacks on at least two sides.
- The pallet must be capable of handling the load upon it and must remain intact during transportation.
- Palletised stock cannot exceed a height of 1.8m.
- Payload: approximately 500 - 800kg (max 750 kg for cardboard pallets).
- No exposed nails or staple points.



7.3 Corner Posts

Corner posts provide greater strength when products are stacked on top of each other on pallets. This helps avoid damage to products, stabilises the load and reduces the chance of stock shifting. Palletised stock should utilise corner posts to give the load greater structural strength and protection during transit. Shrink-wrap should be used to secure corner posts onto the palletised stock rather than sticky tape. This will avoid damage to cartons, labelling and shipping marks.

7.4 Shrink Wrap and Strapping

- Shrink-wrap/Strapping Standards Pallets
- For standard deliveries shrink wrap can be 15UM.
- For heavy pallets 20UM is recommended.
- Shrink-wrap must be applied with 50% overlap and cover all four corners of the pallet.
- Two full wraps are required at the top and bottom of the pallet or slip sheet to ensure that the stock is secure.
- Applied before pallets are labelled.

7.5 Strapping

Strapping may be used instead of or in addition to shrink-wrap. Banding is generally used with heavy and/or wide products to provide additional stability and support.

- A minimum of two bands must be used to secure product to the pallet. At least three bands are required if product is 1.3m long or longer.
- The maximum space between each band should not exceed one metre.
- Banding should be tight to stop palletised stock from sliding and becoming unstable.
- Only plastic strapping is acceptable – no metal strapping.

8.0 Contact Information

Contact Information:

Department	Information Relating to:	Group Email
Global Sourcing	Product & packaging design	Globalsourcing@bunnings.com.au
Sustainable Packaging	Sustainable packaging	Sustainablepackaging@bunnings.com.au
Merchandise Business	Merchandise Business	merchandisecompliance@bunnings.com.au
Safety	Safety	HRBSAFETEAM@bunnings.com.au

9.0 Appendix

9.1 Soft Plastic Composition

- Soft or flexible plastics can be scrunched into a ball in your hand.
- Soft plastic packaging cannot be recycled in Australia and New Zealand through residential kerbside waste collection services.
- To recycle soft plastic packaging, consumers need to take their soft plastic packaging to a business or facility that offers this specialised recycling service.
- Soft plastic packaging can be comprised of different polymers that are chemically mixed or laminated together to provide different properties as packaging materials.

Recyclable Soft Plastics:

The following soft plastics can be recycled via supermarkets in Australia and New Zealand:

- HDPE, LDPE, PP and BOPP polymer blends are recyclable when mixed in any ratio.
- Any amount of PET, PVC, PVDC, Polystyrene or bioplastics **CANNOT** be recycled.
- PP and PET are only recyclable if the soft plastic contains less than 30% PET,
- HDPE, LDPE and PP can only be recycled when combined with nylon, EVOH, paper or aluminium if these secondary materials comprise less than 30% of the mix.