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*forward together
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STELLENBOSCH UNIVERSITY
MATERIALS STANDARDS AND
SPECIFICATIONS DOCUMENT





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The Standards and Specifications document has been compiled to assist Stellenbosch University (SU) with addressing a priority list of items to focus on in the process of procurement of goods. Although this is mainly focussed on SU vendors, it also applies to Administration, Faculties and events.

TOGETHER WE CAN SAVE OUR PLANET



I. GUIDING PRINCIPLES

It is necessary **CONSIDER** the context and understand what is required. It will be necessary to consider the materials management system operated on campus and what can and cannot be accepted. Therefore, the first consideration should be “can I provide a reusable / refillable option?”

Should you be selecting a material for single-use or to package a product, realise that you have a **CHOICE** and you should request suppliers provide you with a mono-material and not multiple-layered materials, and again consider the system in which these materials will need to operate in i.e. is there a bin in which it will be disposed to avoid the landfill.

SIMPLIFY packaging – perhaps have fewer options, making it simpler and easier to understand.

It is important to **COLLABORATE** on material choices – perhaps to obtain better pricing too as a benefit. This does not mean price fixing or sharing sensitive market or business information. Perhaps a materials or packaging working group where you can bounce ideas off each other or ask a question about a new supplier who is trying to sell you the next “wonder” packaging. It also ensures ease of communication to consumers/students.

It will be important to be part of the system and **PARTICIPATE**. Only then will results be seen. If there are vendors that are not participating, participation would need to be encouraged.

A major contribution to the ongoing success of a project is feedback and therefore the University should **MONITOR** the system and provide feedback, and this should happen both ways – University to vendors, staff, and students and vice versa.

In summary:






- Consider re-use and refill systems as the first or most-preferred choice.
- Avoid mixing of materials where possible.
- Where packaging comprises of different material types, ensure that the material components can be easily separated.
- Ensure that material choices fit into the SU waste management system i.e. select materials that are able to be recycled/ composted within the SU waste management system.
- Avoid excessive packaging on products whenever possible to reduce the amount of waste produced.
- Avoid materials that are associated with environmental pollution.
- Explore take-back options.

This Standard and Specifications document provides a table to guide selection and includes a simple colour coded system will assist to draw attention to items that are problematic or banned. Explanations are provided where necessary. Should you require additional background information, please refer to the:

“Stellenbosch University Zero Waste to Landfill and Waste Reduction Strategy: Packaging Materials Reference Document, 2020”

2. SUPPLIER DECLARATION

Suppliers of packaged items or packaging (i.e. bought after 1 June 2021) are required to complete the supplier declaration form. The packaged product/packaging/material may only be procured if a minimum of **3** criteria are selected as **Yes**.

SU Zero Waste to Landfill Journey SUPPLIER DECLARATION		
Supplier Name		
Packaging Item/s:		
	Criteria	X
1.	 South African/Locally manufactured	Yes
		No
		n/a
2.	 Recyclable	Yes
		No
		n/a
or		
3.	 Compostable	Yes
		No
		n/a
4.	 Certified i.e. Specific to compostable packaging products	Yes
		No
		n/a
5.	 Labelled i.e. packaging is clearly labelled to indicate if it is compostable or recyclable	Yes
		No
		n/a

Signature: _____ Date: _____

Name: _____






Additional information or motivation if products do not meet above-mentioned criteria

3. STANDARDS AND SPECIFICATIONS

The Standards and Specifications for packaging items are presented in the tables below. Please note that the list of suppliers is not exhaustive and other suppliers may be used provided they meet the criteria and have completed the declaration

Please note the following:


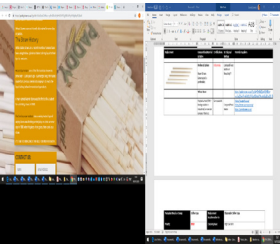

- Packaging Items have been prioritised for action as either **High, Medium or Low** Priority.
- Within each packaging item/category, replacement options have been ranked in order of preference as follows:
 - Preferred
 - Least preferred
 - Least preferred but allowed with conditions
 - Not Allowed
- The disposal method has been colour-coded in accordance with the SU bin signage.



Take-away containers/clamshells				
PROBLEMATIC PACKAGING ITEM: POLYSTYRENE (PS) Polystyrene will be banned from all SU facilities from 01 June 2021 ¹				
Priority:	HIGH	Concern/Issue:	Not recyclable Environmental pollutant	
Replacement Options	Composition / Material & Notes	Certifications	SU Disposal Method	Potential Suppliers
	Re-usable containers of various materials – food safe	BPA Free (if plastic)	No disposal required	E.g. Tupperware, stainless steel bento/lunch box
	Kraft (paper board) Container with PLA liner	FSC Compostable	Compost / Food Waste	e.g. https://www.capecup.co.za/ https://ecopack.co.za https://naturepack.co.za
	Aluminium trays (with Kraft/paper lid)	None required	Recycling	Various
<p>NOT ALLOWED</p> 	Sugar Cane Pulp or Bagasse	European: EN 13432:2000- Global: ISO 18606:2013 – American: ASTM D6400:2012	NOT ALLOWED	Despite the claims that these products offer, the current composting facilities in Stellenbosch are not able to process these. They also cannot be recycled. Many of these are also still imported, In addition, some contain long-chain PFAs which are linked to several adverse health effects.
<p>NOT ALLOWED</p> 	Kraft (paper board) Container with PE liner	n/a	NOT ALLOWED	The PE liner used does not allow this packaging to be composted.




¹ All new packaging ordered from 01 June 2021. Old stock can be used until depleted

Drinking straws

PROBLEMATIC ITEM: PLASTIC STRAWS

Priority:	HIGH	Concern/Issue:	Not recycled Environmental pollutant (material leakage)	
Replacement Options	Composition/ Material & Notes	Certifications	SU Disposal Method	Potential Suppliers
None – no straw required	Behavioural messaging and incentive, i.e. charge a fee to discourage unnecessary use			Include as a line item on the till slip and payment system.
	Preferred Option: Paper Straws (unwrapped is preferable)	FSC Certified	Compost / Food Waste	e.g. https://ecopack.co.za https://biostraws.co.za/ https://www.merrypak.co.za
	Plant-based protein edible straw		No disposal required (edible) or Compost / Food Waste	Eat Me Straws (https://www.thesouthafrican.com/lifestyle/eat-me-straws-edible-straws-leila-siljeur/)
LEAST PREFERRED 	Wheat straw		Compost / Food waste	e.g. https://paddystraw.co.za
NOT ALLOWED 	Polyactic Acid (PLA) – biodegradable in industrial/commercial compost facilities	South African: SANS 17088:2020 European: EN13432:2000 EN14995:2006 Global: ISO18606:2013 ISO17088:2012 – American: ASTMD6400:2012 Australian: AS4736:2006	NOT ALLOWED	Although compostable, these items are imported, should locally manufactured options be available, this can be reconsidered.




Cutlery				
PROBLEMATIC ITEM: SINGLE USE CUTLERY				
Priority	HIGH	Concern/ Issue:	Not recycled Environmental pollutant (material leakage)	
Replacement Options	Composition/ Material & Notes	Certifications	SU Disposal Method	Potential Suppliers
	Reusable cutlery	None required	No disposal required	Numerous.
	Wood	FSC Certified	Compost / Food waste	Numerous
Note: The intention here is to not provide single use cutlery on site. Cutlery must be reusable. PLA options are not allowed currently on site.				

Coffee cups				
PROBLEMATIC ITEM: SINGLE USE COFFEE CUPS				
Priority:	HIGH	Concern/Issue:	High-use Item, not always recycled	
Replacement Options	Composition / Material & Note	Certifications	SU Disposal Method	Potential Suppliers
	Reusable coffee cups combined with behavioural incentives	BPA free (if plastic)	No disposal required	Numerous as these can be glass, ceramic, plastic or metal
	Compostable Coffee Cup (Kraft with PLA lining)	European: EN13432:2000 EN14995:2006 Global: ISO18606:2013 ISO17088:2012 – American: ASTMD6400:2012 Australian: AS4736:2006	Compost / Food waste	Compostable coffee cups MUST be locally made https://ecopack.co.za https://naturepack.co.za http://www.capecup.co.za
NOT ALLOWED 	Kraft Cup with PE ² lining	Recyclable	NOT ALLOWED	Although, “recyclable”, there is currently limited recycling capacity for this in SA with only one plant in Gauteng. The plastic lining also compromises the recyclability of the cup. These cups cannot be composted.

2 Polyethylene - polyolefin plastic





Coffee cup lids

PROBLEMATIC ITEM: SINGLE USE COFFEE CUP LIDS

Priority:	HIGH	Concern/Issue:	High-use item Risks include that compostable and recyclable are not easily distinguishable from each other	
Replacement Options	Composition/Material & Notes	Certifications	SU Disposal Method	Potential Suppliers
None – no lid required	Behavioural messaging and incentive, i.e. charge a fee to discourage unnecessary use			Include as a line item on the till slip and payment system.
	Moulded fibre coffee cup lid e.g. such as those used by VidaE	Locally Made	Compost / Food waste	MUST be locally made https://ecopack.co.za https://naturepack.co.za
NOT ALLOWED 	Recyclable coffee cup lid – made from Polystyrene	RECYCLABLE Lids are marked with the plastic identification code (6) and should state “Recyclable”	NOT ALLOWED	Although recyclable, it is a problematic material and recycling is limited.
NOT ALLOWED 	Compostable Coffee Cup Lid - PLA	South African: SANS 17088:2020 European: EN13432:2000 EN14995:2006 Global: ISO18606:2013 ISO17088:2012 – American: ASTMD6400:2012 Australian: AS4736:2006	NOT ALLOWED	Although compostable, these items are imported. Until such time that these can be manufactured locally, these should be discouraged.


Smoothie cups

PROBLEMATIC ITEM: SINGLE USE SMOOTHIE CUPS

Priority:	HIGH	Concern/Issue:	High-use item PET smoothie cups are not recycled. Risks include that compostable and recyclable cups are not easily distinguishable from each other.		
Replacement Options	Composition/Material & Notes	Certifications	SU Disposal Method	Potential Suppliers	
<p>Preferred</p> 	<p>Compostable Drinks Cup (Kraft (paper) with PLA lining)</p>	<p>Labelled Compostable</p> <p>European: EN13432:2000 EN14995:2006</p> <p>Global: ISO18606:2013 ISO17088:2012 –</p> <p>American: ASTMD6400:2012</p> <p>Australian: AS4736:2006</p>	<p>Compost / Food waste</p>	<p>https://ecopack.co.za https://naturepack.co.za</p> <p>MUST BE LOCALLY MADE</p>	
<p>Least Preferred but allowed with conditions</p> 	<p>Recyclable smoothie cup – made from Polypropylene (Resin code 5 - PP)</p>	<p>RECYCLABLE</p> <p>Least Preferred but allowed with conditions</p>	<p>Recycling</p>	<p>https://www.capecup.co.za/</p> <p>MUST BE LOCALLY MADE</p>	
<p>Least Preferred but allowed with conditions</p> 	<p>Recyclable smoothie cup – made from PET (Resin code 1)</p>	<p>RECYCLABLE</p> <p>Least Preferred but allowed with conditions</p>	<p>Recycling</p>	<p>https://www.capecup.co.za/</p> <p>MUST BE LOCALLY MADE</p>	
<p>NOT ALLOWED</p> 	<p>Compostable/Biodegradable smoothie cup - PLA – Clearly labelled that it is PLA</p>	<p>South African: SANS 17088:2020</p> <p>European: EN13432:2000 EN14995:2006</p> <p>Global: ISO18606:2013 ISO17088:2012 –</p> <p>American: ASTMD6400:2012</p> <p>Australian: AS4736:2006</p>	<p>NOT ALLOWED</p>	<p>Although compostable, these items are imported, should locally manufactured options be available, this can be reconsidered.</p> <p>It is also easily confused with PP cups.</p>	

Smoothie cup lids

PROBLEMATIC ITEM: SINGLE USE SMOOTHIE CUP LIDS

Priority	HIGH	Concern/Issue:	High-use item PET smoothie cup lids are not recycled. Risks include that compostable and recyclable lids are not easily distinguishable from each other.	
Replacement Options	Composition/Material & Notes	Certifications	SU Disposal Method	Potential Suppliers
None – no lid required	Behavioural messaging and incentive, i.e. charge a fee to discourage unnecessary use			Include as a line item on the till slip and payment system.
Preferred 	Moulded fibre lid for smoothie cups e.g. such as those used by Vida e Caffè for coffee cups	Locally Made	Compost / Food waste	MUST BE LOCALLY MADE https://ecopack.co.za https://naturepack.co.za
Least Preferred but allowed with conditions 	Recyclable smoothie cup lid – made from Polypropylene (Resin code 5 - PP)	RECYCLABLE ONLY ALLOWED IF LABELLED AS RECYCLED	Recycling	https://www.capecup.co.za/
NOT ALLOWED 	Recyclable cup lid – made from Polystyrene	RECYCLABLE Lids must be marked with the plastic identification code (6) and should state “Recyclable”	NOT ALLOWED	https://ecopack.co.za
	Compostable smoothie cup lid – PLA – Clearly labelled that it is PLA or 7 (other)	South African: SANS 17088:2020 European: EN13432:2000 EN14995:2006 Global: ISO18606:2013 ISO17088:2012 – American: ASTMD6400:2012 Australian: AS4736:2006	NOT ALLOWED	PLA products are imported. Although compostable, these items are imported. Until such time that these can be manufactured locally, these should be discouraged.

Cold drink & water bottles




PROBLEMATIC ITEM: SINGLE USE BEVERAGE BOTTLES

Priority:

MEDIUM

Concern/Issue:

High-use item. Limited recycling cycles.

Replacement Options	Composition/ Material & Notes	Certifications	SU Disposal Method	Potential Suppliers
<p>Preferred</p> 	<p>Returnable glass / plastic (PET) beverage bottles.</p>	<p>None required</p>	<p>No disposal required (deposit bottles to be returned to store)</p>	<p>E.g. Coca-Cola</p>
	<p>Re-usable beverage bottles</p>	<p>None required</p>	<p>No disposal required unless broken/damaged – then Recycling</p>	<p>Numerous as the reusable beverage bottles could be glass, plastic or metal E.g. Consol Glass</p>
<p>Least preferred</p> 	<p>Clear Plastic PET bottles are preferable over coloured plastic PET bottles.</p> <p>Coloured PET bottles are not widely recycled.</p>	<p>Recyclable</p>	<p>Recycling</p>	<p>Select glass rather than Plastic for items which are only in coloured bottles for food safety and preservation e.g. ginger beer</p>

Carrier bag

PROBLEMATIC ITEM: SINGLE USE PLASTIC CARRIER BAGS

Priority:


MEDIUM


Concern/
Issue:


Not recycled / reused

Replacement Options	Composition/Material & Notes	Certifications	SU Disposal Method	Potential Suppliers
<p>Preferred</p> 	Reusable cotton bags	Labelled as 100% cotton	No disposal required and can be repaired if it breaks	http://www.silvercube.co.za
	Paper bag	FSC	Recycling	https://www.merrypak.co.za
<p>NOT ALLOWED</p> 	PET / plastic fabric bags ³	100% recycled material	Waste/landfill	Whilst this bag is made from recycled fibre from PET beverage bottles, the bag itself cannot be recycled and if it breaks will be disposed of at landfill.

³ <https://www.bulletinbag.com/blog/faqs/reusable-bag-materials-comparison-guide/>







Barrier bags				
PROBLEMATIC ITEM: SINGLE USE THIN FILM BARRIER BAGS – usually made from Low-Density Polyethylene (LDPE)				
Priority:	HIGH	Concern/Issue:	Not reused or recycled	
Replacement Options	Composition/ Material & Notes	Certifications	SU Disposal Method	Potential Suppliers
<p>Reusable bags</p> 	Reusable cotton / nylon mesh bags	None	No disposal required, can be mended and washed	Many suppliers now. Many Retailers offer the purchase of these bags.

Secondary or tertiary bulk packaging				
PROBLEMATIC ITEM: SINGLE USE CARDBOARD BOXES				
Priority:	MEDIUM	Concern/Issue	High volume	
Replacement Option	Composition/ Material & Notes	Certifications	SU Disposal Method	Potential Suppliers
	Collapsible and returnable crate system	None required	No disposal required	https://www.thepackagingwarehouse.co.za

Multi-layered packaging				
PROBLEMATIC ITEM: CARDBOARD/PLASTIC/ALUMINIUM COMBINATION PACKAGING FOR LIQUIDS e.g. Tetrapak				
Priority:	MEDIUM/LOW	Concern/ Issue	Poor material choice for short shelf life. Not fully recycled (waste by-products)	
Replacement Options	Composition/ Material & Note	Certifications	SU Disposal Method	Potential Suppliers
	Glass/ clear PET plastic / HDPE plastic bottles and aluminium cans are preferable	Recyclable	Recycling	Numerous



Milk packaging

PROBLEMATIC ITEM: PLASTIC MILK SACHETS

Priority	HIGH	Concern/Issue:	Not recycled	
Replacement Options	Composition / Material & Notes	Certifications	SU Disposal Method	Potential Suppliers
<p>Preferred option</p> 	<p>Reusable and returnable Glass / metal container system.</p>	<p>Non-required</p>	<p>No disposal required</p>	<p>Request potential alternatives from supplier</p> <p>https://lekkefresh.com/</p>
	<p>HDPE milk bottles (white only) other</p>	<p>Recycled</p>	<p>Recycling</p>	
<p>AVOID</p> 	<p>Non-white/coloured HDPE milk/dairy bottles</p>	<p>Recycled</p>	<p>Recycling</p>	<p>Avoid using this type of packaging as it is recycled into a lower grade recycle than white HDPE. The demand for white or clear HDPE is therefore higher.</p>
<p>AVOID</p> 	<p>Liquid board packaging</p>	<p>Not recycled</p>	<p>Landfill</p>	<p>There are only two liquid board packaging recycling facilities in South Africa, based in Gauteng. Recycling of this material would therefore require that it is transported to Gauteng. To avoid high transport costs this material is likely to be landfilled in the Western Cape.</p>
<p>NOT ALLOWED</p> 	<p>PET Milk bottles (white / clear)</p>	<p>Not recycled</p>	<p>Landfill</p>	<p>This type of packaging is not recycled.</p>
<p>NOT ALLOWED</p> 	<p>Milk sachets (LDPE)</p>	<p>Not recycled</p>	<p>Landfill</p>	<p>This type of packaging is not recycled.</p>


Yoghurt containers

PROBLEMATIC ITEM: SINGLE SERVING YOGHURT CONTAINERS

Priority:	MEDIUM/LOW	Concern/Issue:	Not recycled	
Replacement	Composition / Material & Notes	Certifications	SU Disposal Method	Potential Suppliers
<p>Preferred option</p> 	PP yoghurt tubs / buckets	Recyclable	Recycle	
<p>AVOID</p> 	Single serving Polystyrene yoghurt containers	Not recycled	Landfill	This type of packaging is not recycled.





Condiments packaging

PROBLEMATIC ITEM: SINGLE SERVING SACHETS

Priority:	HIGH	Concern/Issue:	Not recycled due to size and material	
Replacement	Composition / Material & Notes	Certifications	SU Disposal Method	Potential Suppliers
<p>Dispensers</p> 	Reusable metal dispensers.	Non-required	No disposal required	https://www.omnicatering.co.za/products/display-ware-and-buffet-services/condiments/#content
<p>Refillable bottles</p> 	Reusable glass bottles. Preferably with metal lid.	Non-required	No disposal required	https://deco-vie.co.za/collections/glass-condiments https://www.consol.co.za/products/food https://bonpak.co.za/
<p>Squeeze bottles</p> 	Reusable plastic squeeze bottles	Non-required	No disposal required	https://www.bankskitchen-boutique.co.za/tableware/tabletop/dressing-sauce-bottles.html



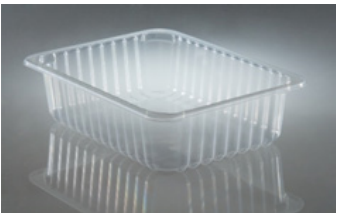
Punnets and trays

PROBLEMATIC ITEM: PET AND POLYSTYRENE PUNNETS AND TRAYS

Priority:	MEDIUM/ LOW	Concern/Issue:	Not recycled	
Replacement	Composition/ Material & Notes	Certifications	SU Disposal Method	Potential Suppliers
	<p>Polypropylene punnets and Trays code 5 only allowed</p>	<p>None required</p>	<p>Recycling</p>	<p>Request PP from supplier as material/lid of choice should other options be offered.</p> <p>Only code 5 is actually recycled</p>
	<p>Aluminium trays with a cardboard lid (not plastic)</p>	<p>None required</p>	<p>Recycling</p>	<p>Various</p>
	<p>Cardboard punnets</p>	<p>FSC Certified</p>	<p>Recycling</p>	<p>https://www.merrypak.co.za/product-category/pricing-and-merchandising/pricing-and-merchandising-merchandising/pricing-and-merchandising-merchandising-cardboard-trays/</p>
	<p>Moulded Fibre</p>	<p>Locally Made</p>	<p>Compost / Food Waste</p>	<p>https://dfmsa.co.za/fresh-produce-packaging/</p>

Punnets and trays

PROBLEMATIC ITEM: PET AND POLYSTYRENE PUNNETS AND TRAYS

Priority:	MEDIUM/ LOW	Concern/Issue:	Not recycled	
Replacement	Composition/ Material & Notes	Certifications	SU Disposal Method	Potential Suppliers
	Kraft (paper board) Container with PLA liner	FSC Compostable	Compost / Food Waste	e.g. https://www.capecup.co.za/ https://ecopack.co.za https://nature-pack.co.za
NOT ALLOWED 	Moulded pulp paper punnets e.g. Sugar Cane Pulp or bagasse	FSC Certified	NOT ALLOWED	Despite the claims that these products offer, the current composting facilities in Stellenbosch are not able to process these. They also cannot be recycled. Many of these are also still imported. In addition, some contain long-chain PFAs which are linked to several adverse health effects.
NOT ALLOWED 	Kraft (paper board) Container with PE liner	n/a	NOT ALLOWED	The PE liner used does not allow this packaging to be composted.
NOT ALLOWED 	PET and PS trays	Not recycled	NOT ALLOWED Landfill	Avoid using this type of packaging as it is not recycled.

Punnets and trays


PROBLEMATIC ITEM: PET AND POLYSTYRENE PUNNETS AND TRAYS

Priority:

MEDIUM/
LOW

Concern/Issue:

Not recycled

Replacement	Composition/ Material & Notes	Certifications	SU Disposal Method	Potential Suppliers
<p>NOT ALLOWED</p> 	<p>PLA punnets/trays and lids</p>	<p>South African: SANS 17088:2020 European: EN13432:2000 EN14995:2006 Global: ISO18606:2013 ISO17088:2012 – American: ASTMD6400:2012 Australian: AS4736:2006</p>	<p>NOT ALLOWED</p>	<p>Although compostable, these items are imported. Until such time that these can be manufactured locally, these should be discouraged.</p>

4. LIST OF ABBREVIATIONS

FSC	Forestry Stewardship Council
HDPE	High-Density Polyethylene
HIPS	High Impact Polystyrene
LDPE	Low-Density Polyethylene
PE	Polyethylene
PET	Polyethylene Terephthalate
PFA _s	Per- and polyfluoroalkyl substances
PLA	Polylactic Acid
PP	Polypropylene
PS	Polystyrene
PVC	Polyvinyl Chloride
SU	Stellenbosch University

5. SU BIN COLOUR CODING



Recyclable = Blue



Food / compost = Green



Landfill = Maroon

6. LIST OF CERTIFICATIONS

South African:

SANS 17088:2020 – Specifications for compostable plastics – procedures and requirements for the identification and labelling of plastics, and products made from plastics, that are suitable for recovery through aerobic composting.

European:

EN13432:2000-Packaging – Requirements for packaging recoverable through composting and biodegradation – Test scheme and evaluation criteria for the final acceptance of packaging

EN14995:2006 – Plastics – Evaluation of compostability – test scheme and certification

Global:

ISO 18606:2013 – Packaging and the environment – organic recycling

ISO 17088:2012 – Specification for compostable plastic

American:

ASTMD6400:2012 Aerobically Composted in Municipal or Industrial Facilities

Australian:

AS4736:2006 – Biodegradable Plastic-Biodegradable Plastics Suitable for Composting and other Microbial Treatment - Australian Capital Territory

Certifications can be checked on www.bpiworld.org and / or www.bioplastics.org.au, alternatively see the Materials Document.

Forestry Stewardship Council:

FSC chain of custody certification provides credible confirmation for products with environmentally and socially responsible sources to access the market.

FSC forest management certification confirms that the forest is being managed in a way that preserves biological diversity and benefits the lives of local people and workers, while ensuring it sustains economic viability.