

# PET PRODUCTS

These best practice reporting tips have been developed specifically for businesses that distribute pet products to consumers.

## Intro:

Canadian Stewardship Services Alliance has created best practice reporting tips for specific sectors. These tips are designed to assist you in preparing your steward reports and to help you identify the proper material reporting categories for the common packaging and paper products used by businesses in this sector. These tips are provided for your guidance only. Any questions you may have about these reporting tips or any questions you may have in preparing your report can be directed to [stewards@cssalliance.ca](mailto:stewards@cssalliance.ca).

## General Tips:

- ✓ Please include all secondary packaging that goes to the household such as the cardboard tray and plastic wrap around multiple cans of cat or dog food.
- ✓ Please ensure that all HR-related documents and business cards are included in your steward report.
- ✓ Stewards may be able to use the Component Threshold Rule for packaging that is made up of two or more different material types when certain components of the package constitute a small proportion of the entire package. Please see Part Two, Section 2.4.1 of the Guidebook for more details on how to use the Component Threshold Rule.

COMMON PRODUCTS	COMPONENTS	TYPICAL WERECYCLE MATERIAL SUBCATEGORIES	REPORTING TIPS
Wet (canned) pet food	Can	<ul style="list-style-type: none"> <li>• Aluminum Food Containers – Non-Beverage</li> <li>• Other Steel Containers and Packaging – Non-Beverage</li> </ul>	To distinguish between steel and metal, apply a magnet to both materials. The magnet will stick to steel and not to aluminum.
	Label	<ul style="list-style-type: none"> <li>• Paper Laminates</li> <li>• Other Printed Materials</li> <li>• Boxboard and Other Paper Packaging</li> </ul>	
	Lid	<ul style="list-style-type: none"> <li>• Other Aluminum Packaging</li> <li>• Other Steel Containers and Packaging – Non-Beverage</li> </ul>	

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<b>Wet (canned) pet food</b>	Lid	<ul style="list-style-type: none"> <li>Other Plastic Packaging &lt;5 Litres – Non-Beverage</li> <li>PLA, PHA, PHB – Plastic Film</li> <li>Plastic Laminates – Non-Beverage</li> </ul>	
	Plastic Container	<ul style="list-style-type: none"> <li>Other Plastic Packaging &lt;5 Litres – Non-Beverage</li> <li>Non-Expanded Polystyrene – Other</li> </ul>	
<b>Dry pet food or treats</b> Examples include: fish food, dog food, bird seed, etc.	Box	<ul style="list-style-type: none"> <li>Boxboard and Other Paper Packaging</li> <li>Corrugated Cardboard</li> </ul>	
	Inner liner	<ul style="list-style-type: none"> <li>Plastic Laminates – Non-Beverage</li> <li>LDPE/HDPE – Film</li> <li>PLA, PHA, PHB – Film</li> </ul>	
	Bag / stand up pouch	<ul style="list-style-type: none"> <li>Plastic Laminates – Non-Beverage</li> <li>LDPE/HDPE Film</li> <li>PLA, PHA, PHB Film</li> </ul>	
	Canister / jar	<ul style="list-style-type: none"> <li>Boxboard and Other Paper Packaging</li> <li>PET Bottles and Jars &lt; 5 Litres – Non-Beverage</li> <li>HDPE Bottles, Jars and Jugs &lt;5 Litres – Non-Beverage</li> </ul>	
	Lid	<ul style="list-style-type: none"> <li>Other Plastic Packaging &lt;5 Litres – Non-Beverage</li> <li>Non-Expanded Polystyrene - Other</li> </ul>	
	Freshness seal	<ul style="list-style-type: none"> <li>Plastic Laminates – Non-Beverage</li> <li>PLA, PHA, PHB – Plastic Film</li> <li>Other Aluminum Packaging</li> </ul>	

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<b>Dry pet food or treats</b> Examples include: fish food, dog food, bird seed, etc.	Inner protective seal	<ul style="list-style-type: none"> <li>Plastic Laminates- Non-Beverage</li> <li>PLA, PHA, PHB – Plastic Film</li> </ul>	
	Label	<ul style="list-style-type: none"> <li>Plastic Laminates – Non-Beverage</li> <li>Paper Laminates</li> </ul>	
<b>Accessories</b> Examples include: toys, clothing, leashes, cage, tank, filters, poop bags, etc.	Blister packaging	<ul style="list-style-type: none"> <li>Boxboard and Other Paper Packaging</li> <li>Other Plastic Packaging &lt;5 Litres – Non-Beverage</li> <li>PET Thermoform Containers &lt;5 Litres – Non-Beverage</li> </ul>	For blister packaging, ensure that the cardboard backing and plastic are reported separately       Report Natural and Synthetic Textiles in Ontario only. For Hang Tags, ensure the hang tag and the attachment are reported separately
	Outer box	<ul style="list-style-type: none"> <li>Boxboard and Other Paper Packaging</li> <li>Corrugated Cardboard</li> </ul>	
	Label	<ul style="list-style-type: none"> <li>Paper Laminates</li> <li>Plastic Laminates – Non-Beverage</li> <li>Boxboard and Other Paper Packaging</li> </ul>	
	Instructions	<ul style="list-style-type: none"> <li>Other Printed Materials</li> <li>Newsprint (Inserts and Circulars)</li> <li>Other Newsprint – Non CNA/OCNA Members</li> </ul>	
	Twist ties	<ul style="list-style-type: none"> <li>Other Steel Containers and Packaging – Non-Beverage</li> <li>Paper Laminates</li> <li>Plastic Laminates – Non-Beverage</li> </ul>	
	Inner liner	<ul style="list-style-type: none"> <li>Plastic Laminates – Non-Beverage</li> <li>LDPE/ HDPE Film</li> <li>PLA, PHA, PHB – Plastic Film</li> </ul>	
	Hang tag	<ul style="list-style-type: none"> <li>Boxboard and Other Paper Packaging</li> <li>Natural and Synthetic Textiles</li> </ul>	

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	Hang tag attachment	<ul style="list-style-type: none"> <li>Other Plastic Packaging &lt;5 Litres – Non-Beverage</li> </ul>	
<b>Pamphlets and promotional materials</b>	N/A	<ul style="list-style-type: none"> <li>Other Printed Materials</li> <li>Other Newsprint – Non CNA/OCNA Members</li> </ul>	
<b>Catalogues and Magazines</b>	Magazine	<ul style="list-style-type: none"> <li>Magazines</li> <li>Other Newsprint – Non CNA/OCNA Members</li> <li>Newsprint (Inserts and Circulars)</li> </ul>	Magazines and Catalogues printed on newsprint should be reported under Newsprint (inserts and Circulars) or as Other Newsprint – Non-CNA/OCNA Members
	Catalogue	<ul style="list-style-type: none"> <li>Catalogues</li> <li>Other Newsprint – Non CNA/OCNA Members</li> <li>Newsprint (Inserts and Circulars)</li> </ul>	
	Protective film	<ul style="list-style-type: none"> <li>Plastic Laminates – Non-Beverage</li> <li>LDPE/HDPE Film</li> <li>PLA, PHA, PHB Film</li> </ul>	
<b>Pet Furniture</b> Examples include: crate, dog house, cages, fish tank, beds, etc.	Box	<ul style="list-style-type: none"> <li>Boxboard and Other Paper Packaging</li> <li>Corrugated Cardboard</li> </ul>	
	Protective packaging	<ul style="list-style-type: none"> <li>Boxboard and Other Paper Packaging</li> <li>Expanded Polystyrene – Other</li> <li>Plastic Laminates – Non-Beverage</li> <li>PLA, PHA, PHB – Non-Beverage</li> <li>Other Plastic Packaging &lt;5 Litres – Non-Beverage</li> </ul>	
	Instructions	<ul style="list-style-type: none"> <li>Other Printed Materials</li> <li>Newsprint (Inserts and Circulars)</li> </ul>	

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<b>Pet Furniture</b> Examples include: crate, dog house, cages, fish tank, beds, etc.	Warranty	<ul style="list-style-type: none"> <li>• Other Newsprint – Non CNA/OCNA Members</li> <li>• Other Printed Materials</li> <li>• Newsprint (Inserts and Circulars)</li> <li>• Other Newsprint – Non CNA/OCNA Members</li> </ul>	For Hang Tags, ensure the hang tag and the attachment are reported separately. Report Natural and Synthetic Textiles in Ontario only
	Hang tag	<ul style="list-style-type: none"> <li>• Boxboard and Other Paper Packaging</li> <li>• Natural and Synthetic Textiles</li> </ul>	
	Hang tag attachment	<ul style="list-style-type: none"> <li>• Other Plastic Packaging &lt;5 Litres – Non-Beverage</li> </ul>	
	Price sticker	<ul style="list-style-type: none"> <li>• Paper Laminates</li> <li>• Plastic Laminates – Non-Beverage</li> </ul>	
<b>Litter</b> Examples include: kitty litter, small animal bedding, pee pads, etc.	Bag	<ul style="list-style-type: none"> <li>• Boxboard and Other Paper Packaging</li> <li>• Plastic Laminates – Non-Beverage</li> <li>• LDPE/HDPE Film</li> <li>• PLA, PHA, PHB Film</li> <li>• Kraft Paper – Non-Laminated</li> <li>• Paper Laminates</li> </ul>	
	Box	<ul style="list-style-type: none"> <li>• Boxboard and Other Paper Packaging</li> <li>• Corrugated Cardboard</li> </ul>	
	Jug / tub	<ul style="list-style-type: none"> <li>• HDPE Bottles, Jars and Jugs &gt; 5 Litres – Non-Beverage</li> <li>• PET Bottles and Jars &gt; 5 Litres – Non-Beverage</li> <li>• Other Plastic Packaging &gt; 5 Litres – Non-Beverage</li> </ul>	
	Label	<ul style="list-style-type: none"> <li>• Paper Laminates</li> <li>• Plastic Laminates – Non-Beverage</li> </ul>	

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		<ul style="list-style-type: none"> <li>Boxboard and Other Paper Packaging</li> </ul>	
	Lid	<ul style="list-style-type: none"> <li>Other Plastic Packaging &lt;5 Litres – Non-beverage</li> </ul>	
<b>Grooming products</b> Examples include: shampoos, sprays, wipes, brushes, nail clippers, toothbrush, etc.	Blister packaging	<ul style="list-style-type: none"> <li>Boxboard and Other Paper Packaging</li> <li>Other Plastic Packaging &lt;5 Litres – Non-Beverage</li> <li>PET Thermoform Containers &lt;5 Litres – Non-Beverage</li> </ul>	For blister packaging, ensure that both the cardboard backing and plastic are reported separately.
	Bottle / jar	<ul style="list-style-type: none"> <li>HDPE Bottles, Jars and Jugs &lt;5 Litres – Non-Beverage</li> <li>PET Bottles and Jars &lt;5 Litres – Non-Beverage</li> <li>Other Plastic Packaging &gt; 5 Litres- Non-Beverage</li> <li>Clear Glass – Non-Beverage</li> <li>Coloured Glass – Non-Beverage</li> <li>Steel Aerosol Containers</li> <li>Aluminum Aerosol Containers</li> </ul>	
	Nozzle spray / lid	<ul style="list-style-type: none"> <li>Other Plastic Packaging &gt; 5 Litres- Non-Beverage</li> </ul>	
	Protective safety seal	<ul style="list-style-type: none"> <li>Plastic Laminates – Non-Beverage</li> <li>PLA, PHA, PHB Film</li> <li>Other Aluminum Packaging</li> </ul>	
	Inner protective film (under lid)	<ul style="list-style-type: none"> <li>Plastic Laminates- Non-Beverage</li> <li>PLA, PHA, PHB – Plastic Film</li> </ul>	
	Twist ties	<ul style="list-style-type: none"> <li>Paper Laminates</li> <li>Plastic Laminates – Non-Beverage</li> </ul>	
	Squeeze tube	<ul style="list-style-type: none"> <li>Plastic Laminates – Non-Beverage</li> </ul>	

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<b>Grooming products</b> Examples include: shampoos, sprays, wipes, brushes, nail clippers, toothbrush, etc.		<ul style="list-style-type: none"> <li>Other Plastic Packaging &lt;5L – Non-Beverage</li> </ul>	
	Box	<ul style="list-style-type: none"> <li>Boxboard and Other Paper Packaging</li> <li>Corrugated Cardboard</li> </ul>	For Hang Tags, ensure the hang tag and the attachment are reported separately.
	Outer film	<ul style="list-style-type: none"> <li>Plastic Laminates- Non-Beverage</li> <li>LDPE/HDPE Film</li> <li>PLA, PHA, PHB – Plastic Film</li> </ul>	
	Hang tag	<ul style="list-style-type: none"> <li>Boxboard and Other Paper Packaging</li> </ul>	
	Hang tag attachment	<ul style="list-style-type: none"> <li>Other Plastic Packaging &lt;5 Litres – Non-Beverage</li> </ul>	

If you are a retailer, please include any of the following materials that are provided to consumers as service packaging:

COMMON PRODUCTS	COMPONENTS	TYPICAL WERECYCLE MATERIAL SUBCATEGORIES	REPORTING TIPS
<b>Carry-out bags</b>	N/A	<ul style="list-style-type: none"> <li>PLA, PHA, PHB – Carry Out Bags</li> <li>Plastic Laminates – Non-Beverage</li> <li>Boxboard and Other Paper Packaging</li> <li>Kraft Paper Bags – Point of Sale</li> <li>Natural and Synthetic Textiles</li> <li>LDPE/ HDPE Film – Carry Out Bags</li> <li>Paper Laminates</li> </ul>	Report Natural and Synthetic Textiles in Ontario only.  If reporting in Manitoba, report both number of units of bags supplied as well as KG of bags supplied.  Report laminated Kraft bags as Paper Laminates

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COMMON PRODUCTS	COMPONENTS	TYPICAL WERECYCLE MATERIAL SUBCATEGORIES	REPORTING TIPS
Receipts	Retail receipt	<ul style="list-style-type: none"> <li>Other Printed Materials</li> </ul>	
	Credit / debit receipt	<ul style="list-style-type: none"> <li>Other Printed Materials</li> </ul>	
Hang tags	Hang tag	<ul style="list-style-type: none"> <li>Boxboard and Other Paper Packaging</li> <li>Natural and Synthetic Textiles</li> </ul>	Report Natural and Synthetic Textiles to be reported in Ontario only. For Hang Tags, ensure the hang tag and the attachment are reported separately
	Hang tag attachment	<ul style="list-style-type: none"> <li>Other Plastic Packaging &lt;5 Litres – Non-Beverage</li> </ul>	
	Price sticker	<ul style="list-style-type: none"> <li>Paper Laminates</li> <li>Plastic Laminates – Non-Beverage</li> </ul>	
Flyers	Flyers	<ul style="list-style-type: none"> <li>Other Newsprint – Non-CNA/OCNA Members</li> <li>Newsprint (Inserts and Circulars)</li> <li>Other Printed Materials</li> </ul>	
Promotional material coupons		<ul style="list-style-type: none"> <li>Other Newsprint – Non-CNA/OCNA Members</li> <li>Newsprint (Inserts and Circulars)</li> <li>Other Printed Materials</li> </ul>	
Gift card holder	N/A	<ul style="list-style-type: none"> <li>Other Printed Materials</li> <li>Boxboard and Other Paper Packaging</li> <li>Other Plastic Packaging &lt;5L – Non-Beverage</li> </ul>	Do not report gift cards.

## Mail Order Packaging:

COMMON PRODUCTS	COMPONENTS	TYPICAL WERECYCLE MATERIAL SUBCATEGORIES	REPORTING TIPS
Protective packaging	Tissue paper	<ul style="list-style-type: none"> <li>Boxboard and Other Paper Packaging</li> </ul>	
	Peanut packaging	<ul style="list-style-type: none"> <li>Expanded Polystyrene – Other</li> <li>PLA, PHA, PHB – Non-Beverage</li> </ul>	
	Shredded paper	<ul style="list-style-type: none"> <li>Boxboard and Other Paper Packaging</li> </ul>	



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COMMON PRODUCTS	COMPONENTS	TYPICAL WERECYCLE MATERIAL SUBCATEGORIES	REPORTING TIPS
Protective packaging	Bubble wrap	<ul style="list-style-type: none"> <li>Plastic Laminates - Non-Beverage</li> <li>PLA, PHA, PHB – Plastic Film</li> <li>LDPE/ HDPE Film</li> </ul>	
Label	N/A	<ul style="list-style-type: none"> <li>Paper Laminates</li> <li>Boxboard and Other Paper Packaging</li> <li>Plastic Laminates – Non-Beverage</li> </ul>	
Shipping envelope	N/A	<ul style="list-style-type: none"> <li>Plastic Laminates – Non-Beverage</li> <li>LDPE/HDPE Film</li> <li>PLA, PHA, PHB – Plastic Film</li> <li>Paper Laminates</li> </ul>	
Box	N/A	<ul style="list-style-type: none"> <li>Boxboard and Other Paper Packaging</li> <li>Corrugated Cardboard</li> </ul>	
Receipt / Invoice	Receipt	<ul style="list-style-type: none"> <li>Other Printed Materials</li> </ul>	
	Invoice	<ul style="list-style-type: none"> <li>Other Printed Materials</li> </ul>	

## FAQ:

### What do I do if I supply the same product to both commercial and residential consumers?

*If you supply the same product to residential consumers and commercial customers, the PPP associated with the product supplied to commercial (IC&I) customers should be excluded from your report if the commercial customer never re-supplies the material to a residential consumer and disposes of the PPP through its commercial waste management services. Stewards must report all PPP associated with products supplied to residential consumers. Stewards must be able to demonstrate with auditable data that the PPP excluded from their report was supplied to commercial customers for their consumption and does not enter the residential waste stream. Stewards must retain supporting documentation regarding any exclusions as you may be required to substantiate the exclusion. Please note that PPP supplied to home offices is not a permitted exclusion. Please see section 2.3.1 of the Guidebook for Stewards for more information on exclusions.*

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### **I ship to a distribution centre and I don't know the final destination of my product. What do I do?**

*If you ship products to a third party's distribution centre and are uncertain of the final destination of your products, the best approach to work with your customers to secure data about the 'sold to' parties. If however this information is not available, you may estimate the quantities of PPP supplied to each province (and sold to consumers) by referencing [Statistics Canada Population Percentage](#) data as provided in Part Two of the Guidebook.*

### **Do I report transportation packaging?**

*Where a steward supplies PPP to the industrial, commercial or institutional (IC&I) sector and the material is not disposed of in the residential waste stream, this constitutes material which is not designated by the programs. It can include corrugated or boxboard shipping cases, plastic pallet wrap or any other material used for the delivery of the product to a retail outlet but is disposed of or recycled through the commercial waste stream and is never provided as packaging to the consumer. Stewards must be able to demonstrate with auditable data that the packaging was supplied only to ICI customers and never supplied to residential consumers and was never managed in the residential waste stream. Stewards must retain all supporting documentation regarding any materials excluded from their report as they may be required to substantiate the exclusion of this material by providing auditable data upon request.*

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**I am a retailer registered in all 4 programs and we offer a return-to-retail program for my plastic carry-out bags. Sometimes other retailers carry out bags are returned to us. A private contractor manages the end of life of these bags. Am I able to exclude this tonnage from my report as it will not end up in the residential waste stream?**

*MMSM and Stewardship Ontario are the only programs in which stewards may claim a deduction for plastic bags which are returned to retail as part of a return to retail program for plastic bags. A Deduction Declaration Form must be completed and submitted on the WeRecycle Portal by all stewards in Manitoba and Ontario that report a reduced quantity of their total plastic bags supplied due to their return to retail program. Stewards may claim a deduction for all plastics bags returned to retail, regardless of whether those returns include other retailers' bags, with appropriate substantiation on the total quantity of bags returned to retail.*

**Why are stewards required to update the Methodology section on an annual basis?**

*It is recommended that stewards review and update their methodologies on an annual basis in order to validate their approach to reporting each year and to ensure their data collection processes remain current for their organization. Stewards are also required to update the brands/affiliates section of their reports each year with the most accurate information, which includes brands for which they are the brand owner or the obligated first importer. Changes in either of these areas will affect quantities reported year over year. During the report validation process, variances may be identified in one or more material category. If the methodology section clarifies the reason for those variances, it makes the report validation process more efficient for staff and stewards.*