

# Instructions for filling the SUP declaration form

2023 SUP packaging data



## Reporting SUP packaging

The Single-Use Plastics Directive is an EU directive that concerns certain single-use plastic (SUP) products. Under the directive, SUP products must be reported. Data on SUP packaging products is to be reported to Rinki (excluding beverage containers in the deposit return scheme).

Data on SUP packaging is collected through Rinki's Extranet service via the SUP declaration form, in addition to basic declaration form. Reporting of SUP data will start at the beginning of 2024 when packaging data for 2023 is submitted. As previously, SUP packaging is subject to recycling fees on the basis of the packaging data report, as well as SUP fees on the basis of the SUP report. In accordance with waste legislation, SUP fees cover the costs incurred by municipalities due to littering.

Visit the [SUP-databank](#) on the Rinki website for more information.

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## Which types of packaging fall within the scope of SUP reporting?

Certain single-use plastic food and beverage containers and plastic carrier bags and lightweight plastic bags. Cups sold empty to end-users that are imported to or manufactured in Finland must also be reported. There is no minimum limit on the amount of plastic in the packaging.

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## Who reports SUP packaging?

SUP packaging that entered the market in 2023 is reported by a Finnish packer, an importer in Finland or a distance seller located abroad. Cups sold empty to end-users are reported by the importer or manufacturer in Finland. SUP packaging is reported on both the basic declaration form and the SUP declaration form.

### SUP packaging categories

1. Food containers, made wholly or partly of rigid material
2. Food packaging made of flexible material
3. Beverage containers
4. Cups for beverages, incl. lids
5. Light weight plastic carrier bags

Detailed specifications of SUP packaging categories can be found on [pages 5-9](#).

SUP packaging data are submitted to Rinki using the Extranet service. The SUP declaration form can be found on the Extranet home page after logging in. The Extranet login page can be accessed via the adjacent link.



# Instructions:

1. SUP reporting applies to:

- 1) **Packaging of products imported to Finland.**
- 2) **Packaging used for packing products in Finland.** Packing also refers to the filling of packaging for ready-to-eat products and cups at the point of sale.
- 3) **Packaging delivered by a foreign company to end-users by means of distance selling.**
- 4) **Cups sold empty to end-users.** Cups sold empty to end-users are reported by the importer or manufacturer.

Report **the total weight of SUP packaging** on the main material tab **in tonnes to one decimal place** (e.g. 4.6 tonnes). The main material is the material that accounts for the largest proportion of the packaging by weight.

There are three tabs: 1) main material plastic, 2) main material paper fibre and 3) main material other than plastic or paper fibre (e.g. metal, glass, ceramics).

In addition to the total weight, **the amount of plastic or recycled plastic** in the packaging is reported in the following SUP packaging categories:

- In SUP packaging category 1, the amount of plastic in the packaging is reported if the packaging is partly made of plastic.
- In SUP packaging category 3, the amount of recycled plastic in the packaging is reported in the rows for beverage bottles.
- In SUP packaging category 4, the amount of plastic in the packaging is reported in the rows for cups partly made of plastic.

2. Packaging may consist of multiple parts that can be separated from one another. The entirety of the packaging, with all its parts, is considered SUP packaging, even if it has parts that do not contain any plastic. For example, the cardboard wrap and aluminium foil lid of a plastic yogurt cup are part of the SUP packaging even though they do not contain any plastic.

3. All parts of the packaging are included in the same SUP packaging category. For example, the cardboard wrap and aluminium foil lid of a single plastic yogurt cup belong to SUP packaging category 1 'Food containers, made wholly or partly from rigid material'.

4. Report parts of packaging that are easy to detach by hand separately in the main material tab for each material in the SUP packaging category, as if they were separate pieces of packaging. For example, a plastic yogurt cup is reported in SUP packaging category 1 'Food containers, made wholly or partly from rigid material' under the plastic tab and the cardboard wrap under the paper fibre tab also in SUP packaging category 1.

## SUP declaration form tabs by main packaging material

**PLASTIC:** The plastic tab is used for reporting parts of SUP packaging of which the main material is plastic and that are **wholly or partially made from plastic**.

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**PAPER FIBRES:** The paper fibre tab is used for reporting parts of SUP packaging of which the main material is paper fibre and that are **wholly or partially plastic-free**.

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**MATERIALS OTHER THAN PLASTIC OR PAPER FIBRE:** This tab is used for reporting parts of SUP packaging of which the **main material is not plastic or paper fibre**. For example, parts of packaging of which the main material is aluminium are reported under this tab.

## Packaging that is not reported using Rinki's SUP declaration form:

- Packaging for products packed in Finland for export (incl. exports to the Åland Islands).
- Beverage containers covered under the deposit return scheme.

## Packaging or parts of packaging can be entirely or partially made from plastic or plastic-free.

### Entirely made of plastic

The packaging is made entirely from plastic, for example a plastic ice cream cup or a plastic container for berries.

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### Partially made of plastic

The packaging is partially made from plastic, i.e. it contains some other material(s) in addition to plastic, for example a crisp bag that contains both plastic and aluminium.

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### Plastic-free

The packaging is made from a material other than plastic. If a part of the packaging is completely plastic-free, it is reported on the 'plastic-free' row, for example the base for a chocolate bar made of cardboard.

| Plastic  | Total weight of packaging (tonnes) | Volume of plastic in packaging (tonnes) | Volume of recycled plastic in packaging (tonnes) |
|--|------------------------------------|---|--|
| Food containers made wholly or partly of rigid material              |                                    |   |  |
| Entirely made of plastic   | <input type="text"/>               | <input type="text"/>                    |  |
| Partially made of plastic  | <input type="text"/>               | <input type="text"/>                    |  |
| Food packaging made of flexible material                             | <input type="text"/>               |   |  |
| Beverage containers  |                                    |   |  |
| PET beverage bottles, incl. caps and lids                            | <input type="text"/>               |   | <input type="text"/>                             |
| Other than PET beverage bottles, incl. caps and lids                 | <input type="text"/>               |   | <input type="text"/>                             |
| Other beverage containers than beverage bottles, incl. caps and lids | <input type="text"/>               |   | <input type="text"/>                             |
| Cups for beverages, incl. lids                                       |                                    |   |  |
| <b>Filled cups or cups filled at point of sales</b>                  |                                    |   |  |
| Entirely made of plastic   | <input type="text"/>               | <input type="text"/>                    |  |
| Partially made of plastic  | <input type="text"/>               | <input type="text"/>                    |  |
| <b>Cups sold empty to end users</b>                                  |                                    |   |  |
| Entirely made of plastic   | <input type="text"/>               | <input type="text"/>                    |  |
| Partially made of plastic  | <input type="text"/>               | <input type="text"/>                    |  |
| Light weight plastic carrier bags                                    | <input type="text"/>               |   |  |

**Plastic yogurt cup**

| Paper fibre  | Total weight of packaging (tonnes) | Volume of plastic in packaging (tonnes) | Volume of recycled plastic in packaging (tonnes) |
|--|------------------------------------|---|--|
| Food containers made wholly or partly of rigid material              |                                    |   |  |
| Entirely made of plastic   | <input type="text"/>               | <input type="text"/>                    |  |
| Partially made of plastic  | <input type="text"/>               | <input type="text"/>                    |  |
| Food packaging made of flexible material                             | <input type="text"/>               |   |  |
| Beverage containers  |                                    |   |  |
| Other than PET beverage bottles, incl. caps and lids                 | <input type="text"/>               |   | <input type="text"/>                             |
| Other beverage containers than beverage bottles, incl. caps and lids | <input type="text"/>               |   | <input type="text"/>                             |
| Cups for beverages, incl. lids                                       |                                    |   |  |
| <b>Filled cups or cups filled at point of sales</b>                  |                                    |   |  |
| Partially made of plastic  | <input type="text"/>               | <input type="text"/>                    |  |
| Plastic-free   | <input type="text"/>               | <input type="text"/>                    |  |
| <b>Cups sold empty to end users</b>                                  |                                    |   |  |
| Partially made of plastic  | <input type="text"/>               | <input type="text"/>                    |  |
| Plastic-free   | <input type="text"/>               | <input type="text"/>                    |  |

**Cardboard wrap**

| All other materials than plastic or paper fibre                      | Total weight of packaging (tonnes) | Volume of plastic in packaging (tonnes) | Volume of recycled plastic in packaging (tonnes) |
|--|------------------------------------|---|--|
| Food containers made wholly or partly of rigid material              |                                    |   |  |
| Entirely made of plastic   | <input type="text"/>               | <input type="text"/>                    |  |
| Partially made of plastic  | <input type="text"/>               | <input type="text"/>                    |  |
| Food packaging made of flexible material                             | <input type="text"/>               |   |  |
| Beverage containers  |                                    |   |  |
| Other than PET beverage bottles, incl. caps and lids                 | <input type="text"/>               |   | <input type="text"/>                             |
| Other beverage containers than beverage bottles, incl. caps and lids | <input type="text"/>               |   | <input type="text"/>                             |
| Cups for beverages, incl. lids                                       |                                    |   |  |
| <b>Filled cups or cups filled at point of sales</b>                  |                                    |   |  |
| Partially made of plastic  | <input type="text"/>               | <input type="text"/>                    |  |
| Plastic-free   | <input type="text"/>               | <input type="text"/>                    |  |
| <b>Cups sold empty to end users</b>                                  |                                    |   |  |
| Partially made of plastic  | <input type="text"/>               | <input type="text"/>                    |  |
| Plastic-free   | <input type="text"/>               | <input type="text"/>                    |  |

**Aluminium foil lid**

# How to report SUP packaging

1. Identify which SUP packaging category (pp. 5-9) the packaging belongs to.
2. Calculate the total weights of the different parts of the packaging and enter these in the material-specific tabs under the correct SUP packaging category.
3. In addition to the weight of the packaging, it may be necessary to enter the volume of plastic or recycled plastic in the packaging depending on its SUP packaging category. Provide these details in the respective columns.

## Example (see the left-hand side of the page):

### Plastic yogurt cup with a cardboard wrap and aluminium foil lid

A yogurt cup with its parts belongs to the SUP packing category 1 'Food packaging, made wholly or partly from rigid material', so all parts of the yogurt cup are reported on the same SUP packaging category rows. Each part of the packaging is reported under the tab for its main material.

In SUP packaging category 1, parts of packaging are reported as 'wholly made from plastic', 'partially made from plastic' or 'plastic-free', depending on how much plastic they contain.

For example, a plastic yogurt cup is reported in SUP packaging category 1 under the plastic tab (on the row for wholly made from plastic), its cardboard wrap in SUP packaging category 1 under the paper fibre tab (on the row for plastic-free) and its aluminium foil lid in SUP packaging category 1 under the tab for material other than plastic or paper fibre (on the row for plastic-free).

# SUP packaging categories:

## 1. Food containers made wholly or partly from rigid material

|   |   |
|---|---|
| <p><b>Definition</b></p>                    | <p>Receptacles such as boxes made wholly or partially from rigid material (the rigid part can also be completely plastic-free), with or without a cover, used to contain food which:</p> <ul style="list-style-type: none"> <li>• is intended for immediate consumption, either on-the-spot or to take-away</li> <li>• is typically consumed from the receptacle and is ready to be consumed without any further preparation, such as cooking, boiling or heating</li> </ul> <p>Food containers containing one portion of food belong to the scope of the SUP Directive, if the other criteria are fulfilled.</p> |
| <p><b>Examples</b></p>                      | <ul style="list-style-type: none"> <li>• Takeaway-portion packaging</li> <li>• Yoghurt, pudding, fruit soup or ice cream beaker</li> <li>• Box with cherry tomatoes, fruit or berries</li> </ul>  |
| <p><b>National authority guidelines</b></p> | <p><b>Packaging size:</b></p> <ul style="list-style-type: none"> <li>• Ice cream beaker &gt; 300ml: not SUP packaging</li> <li>• Boxes for pre-packaged fruit and berries &gt; 500g: not SUP packaging</li> </ul>   |

## 2. Food packaging made of flexible material

|   |   |
|---|---|
| <p><b>Definition</b></p>                    | <p>Packets and wrappers made from flexible material containing food that is intended for immediate consumption from the packet or wrapper without any further preparation.</p> <p>Packets and wrappers for food made of flexible material limited to a capacity of three litres.</p> <p>Flexible packaging can be defined as packaging that easily changes shape when food is added or removed, for example. Packaging made of flexible material is easy to scrunch.</p>  |
| <p><b>Examples</b></p>                      | <ul style="list-style-type: none"> <li>• Bags for nuts, crisps or sweets</li> <li>• Wrappers for ice cream cones and chocolate bars</li> <li>• Packaging for biscuits (wrapper)</li> <li>• Paper bags with plastic windows for bakery products</li> </ul> <p>NB: Wrappers for chocolate bars are also SUP packaging when sold to consumers in bags that contain several chocolate bars. The bag in which the bars are packed is also SUP packaging if it has a capacity of up to three litres.</p>  |
| <p><b>National authority guidelines</b></p> | <p>Packaging size:</p> <ul style="list-style-type: none"> <li>• Bags for individual products sold at the bakery point in a shop that consumers put into that bag themselves that contain plastic are SUP packaging if they have a capacity of up to three litres.</li> <li>• Bags for crisps are SUP packaging if they have a capacity of up to three litres.</li> </ul> <p>Is the product ready to eat without further preparation:</p> <ul style="list-style-type: none"> <li>• ‘Savoury products packed by industry in packaging containing plastic, e.g. plastic wrapper, can be considered requiring heating.’ This is not SUP packaging.</li> <li>• Wrappers used for pre-packaged sweet pastries are SUP packaging.</li> </ul> |

### 3. Beverage containers

|                                      |   |
|--------------------------------------|---|
| <b>Definition</b>                    | <p>Beverage containers with a capacity of up to three litres, i.e. receptacles used to contain liquid, such as beverage bottles including their caps and lids and composite beverage packaging including their caps and lids.</p>   |
| <b>Examples</b>                      | <ul style="list-style-type: none"> <li>• Bottles</li> <li>• Cartons for beverages</li> <li>• Bag-in-box packaging</li> <li>• Single-serving containers for milk/cream used with coffee/tea</li> </ul> <p>Beverage concentrate containers (e.g. dilutable juices) are not SUP packaging.<br/>Glass and metal beverage containers with plastic caps or lids are not SUP packaging.</p>                                    |
| <b>National authority guidelines</b> | <p>Containers for spirits are not SUP packaging.</p> <p>If packaging consists of a plastic and plastic-free part, and these form packaging to be placed on the market, the entirety of the packaging falls within the scope of the SUP Directive. For example, a bag-in-box as a whole is SUP packaging. (NB: a glass or metal beverage container with a plastic cap is not SUP packaging under the SUP Directive.)</p> |

## 4. Cups for beverages, incl. lids

|                    |   |
|--------------------|---|
| <b>Definition</b>  | Bowl-shaped drinking vessel, that can contain a cover or lid and that can be sold empty or filled with a beverage.  |
| <b>Examples</b>    | <ul style="list-style-type: none"><li>• Cup for takeaway beverage</li><li>• A beverage packed in a "bowl-shaped drinking vessel" (ie.cup) with its lid</li><li>• Single use cups sold empty to end-users (these are not packaging)</li></ul>  |
| <b>Please note</b> | <p>Under the European Commission's instructions, cups are subject to the 3-litre limit. Cups &gt; 3 litres are not SUP packaging.</p> <p>The Commission's interpretation of September 2022: a water-based polymer dispersion used as a barrier material is plastic, i.e. products treated with a polymer dispersion fall within the scope of the SUP legislation.</p> |



## 5. Light weight plastic carrier bags

|                   |  |
|-------------------|--|
| <b>Definition</b> | <ul style="list-style-type: none"><li>• Lightweight plastic carrier bags with a wall thickness of less than 50 microns</li><li>• Carrier bags with or without a handle, made of plastic, which are supplied to consumers at the point of sale of goods or products</li></ul> |
| <b>Examples</b>   | <ul style="list-style-type: none"><li>• Carrier bags</li><li>• Small bags, e.g. for fruit and vegetables</li></ul>   |

Visit the [SUP databank](#) on the Rinki website for more information.

**Do you have questions on reporting?**  
Our customer service for companies is happy to help!

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