



**SPREP**  
Secretariat of the Pacific Regional  
Environment Programme



**PacWastePlus**  
PACIFIC WASTE MANAGEMENT

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## Step 3

### “Build it Yourself”

### Designing an ARFD Scheme

# KEY QUESTIONS DECISION

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Step 3 - “Build it Yourself”

Area	Key Questions	Decision		
Purpose/objective	What overarching purpose/objective ARFD seeks to achieve			
Customs	Does Customs have the capacity to monitor imported commodities to apply the deposits? If not, what other ways can the deposit be applied?			
	What monitoring software system (for example ASYCUDA) does Customs have?			
	How will Customs apply the fee?			
The Fund	Is a dedicated fund required or can an existing special fund be used?			
	Which agency will manage and monitor the fund?			
	What procedures will be required for payment into the fund			
	What procedures will be required for payment from the fund			
	What conditions would be placed on items to allow payment from the fund?			
	What does the country want to be able to spend the fund on?			
	How are deposits paid to consumers?			
The items	What items to include in the scheme? What phase of scheme operation e.g., Aluminium, PET, Glass, ULAB, e-waste, Tyres, Vehicles, used oil	Phase I	Phase II	Phase III
	What are the fees and deposits?	Fee sum	Deposit sum	Equipment required for processing
The ARDF Scheme	Which ministry will be involved in financial administration of the scheme?			
	Which ministry will have coordination and oversight of physical operations?			
Physical Operations	What are the physical operations?			
	Which agency will carry out the physical operations?			
	Will there be any services contracted to the private sector? If so, what roles will be contracted?			
	Alternative measures should be proposed if repatriating recovered items is unviable.			
Collection depots	How will deposit claims be monitored?			
	How many collection depots are required to ensure whole of country capture and where should they be located?			
	How will the system ensure equal, equitable accessibility is achieved (Gender Equality and Social Disability Inclusion (GESDI))? The scheme (refund depots) should be accessible for all regardless of age, gender, and mobility level. Specify accessibility requirements for refund depots. This should entail location and building requirements.			

Step 5 - “Build it Yourself”

Area	Key Questions	Decision
Logistics in country	Which organisation will arrange consolidation of returned items to a single depot/recovery centre for packing?	
	Which organisation will arrange shipping within country, between islands? (where required)	
Recovery Centre	Which organisation will manage the recovery centre for consolidating the materials?	
Logistics international	Which organisation will arrange shipping offshore of baled materials?	
	How will the bulk offshore shipments costs be monitored? (if managed by a contractor)	
Offences	What offences does the country want to be prohibited within the legislation. What loopholes need to be closed?	
	How will fraudulent activity be investigated?	
Monitoring	Identify a target for recovery.	
	How will the scheme be monitored to ensure that the targets are met?	
	What will the country do if the target is not met?	
	How are and which ministry monitors any claims for refunds and logistical costs?	
Auditing	How often should audits be conducted and by whom?	
Reporting	How will the different actors of the scheme be kept honest? <ul style="list-style-type: none"><li>- Importers/distributors</li><li>- Fund administrator</li><li>- Collection depot operators</li><li>- Logistical service operators</li></ul>	
Partnerships	Does the country have any current partnerships operating or is there any intention to set up a partnership for any part of the scheme?	
Seed funding	Does the country need start-up funds? These may be for: <ul style="list-style-type: none"><li>- Refunds</li><li>- Set up a recovery centre</li><li>- Set up or upgrade administration and management systems e.g., Customs monitoring system</li><li>- Funding for legacy items</li><li>- Any logistical services</li></ul>	



