

Sustainable Financing for Waste Management: Design It Yourself Workbook

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# Step 15 - System Creation (Customs / Finance / Contracts)

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| **What Involved to Complete Step**Utilising the design of the system, and the outcomes of the feasibility study and consultation, confirm the systems needed to implement the system.Depending on scheme design, a scheme is likely to require:* + customs processes to collect ARFD upon imports
	+ finance system for fund establishment and transparent management and administration
	+ environmental compliance staff to undertake necessary industry compliance inspections
	+ contract management for operation of scheme logistics
	+ systems for compliance and enforcement, monitoring and evaluation, and auditing

This step will assist to determine requirements for system creation and develop plan for establishment. This step is recommended draw upon information gathered through previous steps (primarily through Steps 5, 8, and 13). | **Information / Consultation Recommended to Complete Step*** Findings from the feasibility study and detailed scheme design
* Findings / feedback from political and stakeholder consultation (with communities. Government agencies, and private sector)
* Information from relevant departments (customs, finance, enforcement, etc) - software, database, SOP requirements
 | **Resources Available**  Customs HS tariff classification for ARFD products (request from SPREP / PacWaste Plus) |
| 1. Develop Identified Systems
 | Based on findings above, identify system required for enactment of the scheme and identify responsible agencies to undertake the installation of identified software or develop required SOPs, including requirements for data collection.

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| Possible Scheme Requirement  | Systems Required Y / N  | Responsible Department  | Systems Required (i.e., software / databases etc)  | Responsibility for Procurement  | Timeframe for Installation  | Document / SOP Required to Guide Operation (list details) | Responsibility for Drafting and Approving SOP |
| *Undertake Contract Management*  |  |  |  |  |  |  |  |
| *Undertake System Management*  |  |  |  |  |  |  |  |
| *Undertake Scheme Governance*  |  |  |  |  |  |  |  |
| *Operate Materials Processing Facilities*  |  |  |  |  |  |  |  |
| *Operate Collection Depots* |  |  |  |  |  |  |  |
| *Undertake Scheme Logistics*  |  |  |  |  |  |  |  |
| *Upgrade Customs System* |  |  |  |  |  |  |  |
| *Operate new customs system* |  |  |  |  |  |  |  |
| *Administer Scheme Funds / undertake Financial system* |  |  |  |  |  |  |  |
| *Operate Accounting software*  |  |  |  |  |  |  |  |
| *Undertake Phone application (“app”) Design and Administration*  |  |  |  |  |  |  |  |
| *Operate Barcode system*  |  |  |  |  |  |  |  |
| *Undertake Website Design and Administration*  |  |  |  |  |  |  |  |
| *Undertake Compliance / Enforcement activities*  |  |  |  |  |  |  |  |
| *Undertake Criminal investigation*  |  |  |  |  |  |  |  |
| *Undertake Auditing* |  |  |  |  |  |  |  |
| *Undertake Reporting* |  |  |  |  |  |  |  |
| *Undertake Promotion and Advertisement*  |  |  |  |  |  |  |  |
| *Other*  |  |  |  |  |  |  |  |
| *Other*  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| TOTAL |  |  |  |  |  |  |  |

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| Notes for Follow-up / Further Research / Discussions: |