Procircular
Completando el círculo de la economía circular

CORPORATE PREVENTION AND ECODESIGN PLAN

Quick guide to reporting a measure

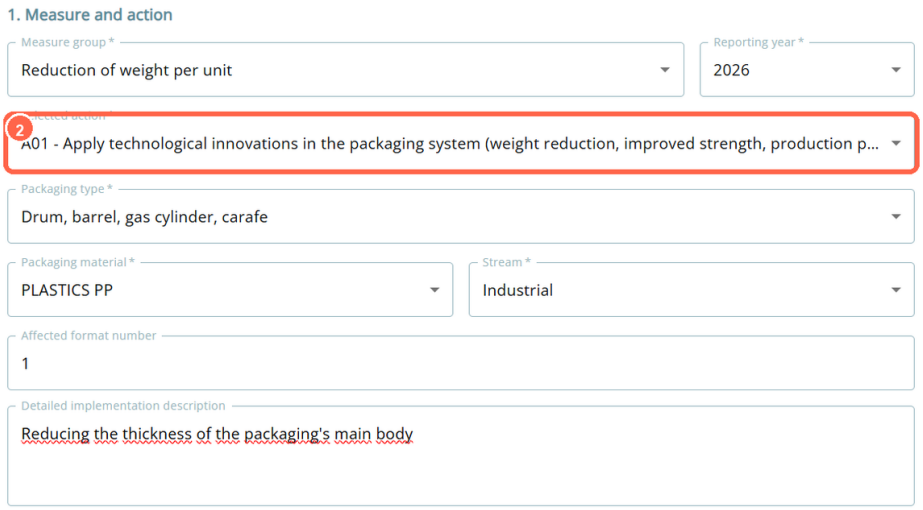
The form automatically adapts the calculation fields to the selected action. Gather the data for the reporting period in advance. The screenshots show the current English-language interface.

1 Open the portal and add a new measure

Sign in and follow the path Tu día a día (Your day-to-day) > Plan de Prevención (Prevention Plan) > Nueva Medida (New Measure).



Access route



Measure details

Select the action and complete the reporting year, packaging type, material, stream, format number and a clear description of how the measure was implemented. The fields displayed depend on the selected action. Fields marked with an asterisk (*) are required.

1- Tap ‘Calculate’ to display the result on screen, along with the formula used.

2- Tap ‘Save as draft’ to store the measurement and preserve your progress, in case you wish to submit it later.

3- You can report a discrepancy if you believe the calculation should be determined differently.

DATA AND RESULT

2 Complete the fields and calculate

Enter comparable values, and use the unit shown next to each field.



Example of a unit-weight reduction

Enter data

Complete only the fields displayed for the selected action.

Calculate

Select Calculate once all required fields are complete.

Review

Check the result and formula. Report a discrepancy if the result does not appear consistent.

Before submitting, you can save the measure as a draft if you need to complete or review the information. Only submit the measure after checking the data, formula and result unit.

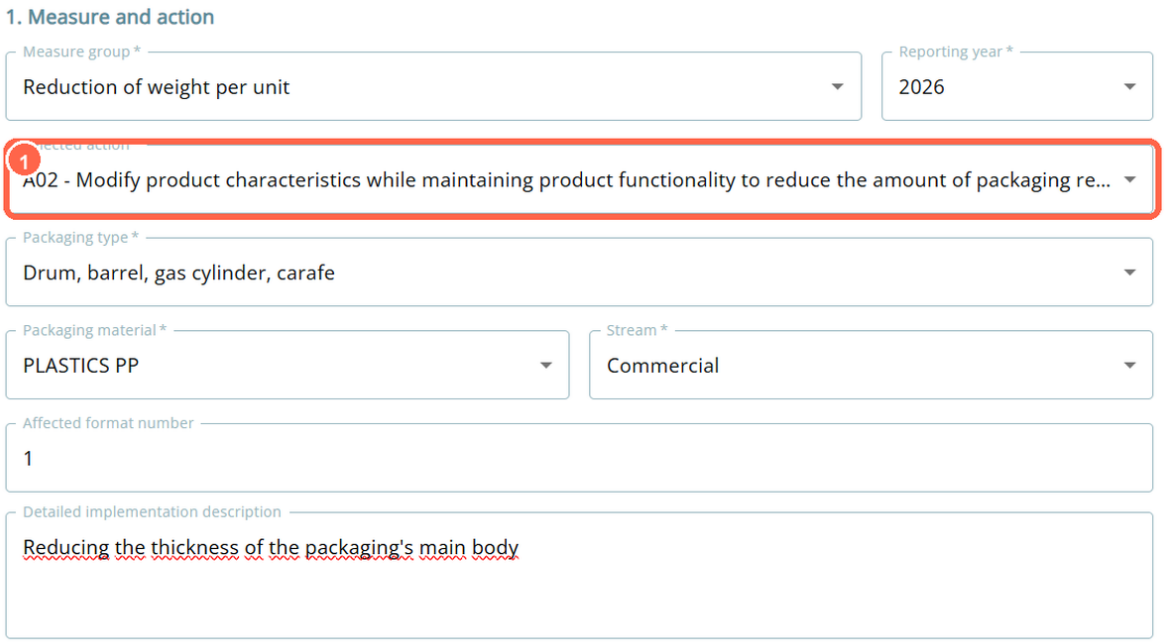
After selecting Submit, we will review and approve the information.

ADDITIONAL EXAMPLE

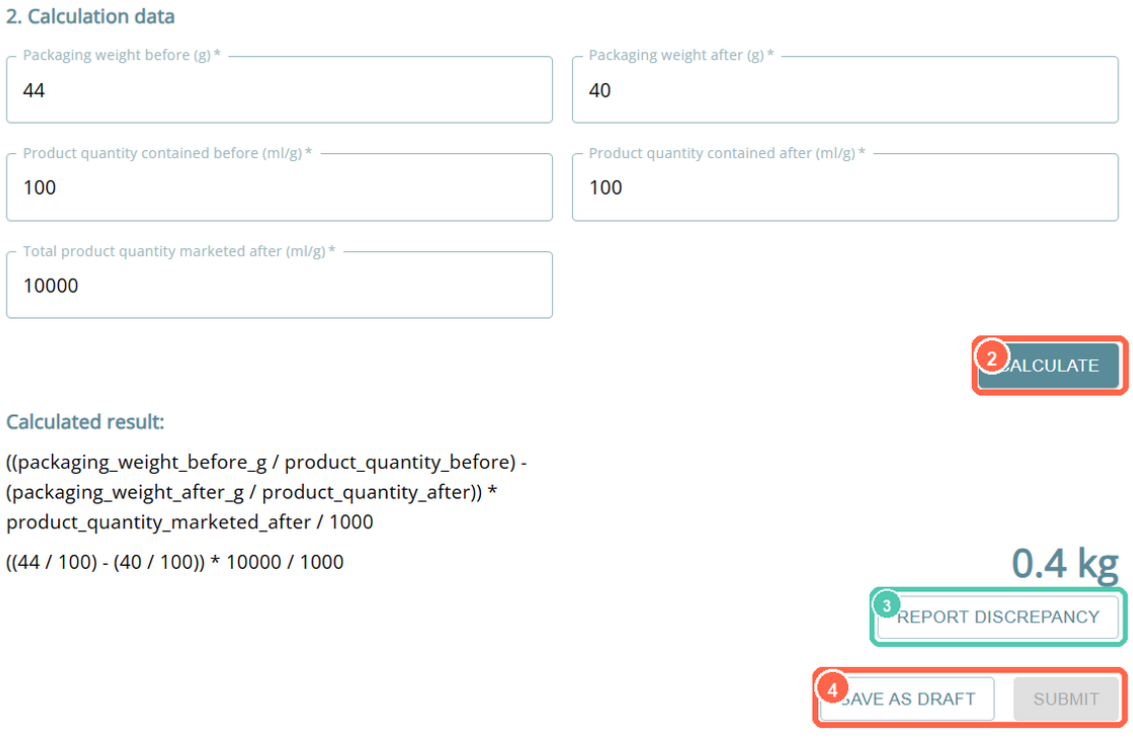
When product quantity is used

Product quantity may be reported in grams or litres. Once a unit has been selected, use it consistently in all relevant fields to avoid mixing grams and litres within the same calculation.

1 Select the action and describe the change



2 Complete the data and review the result



In this example, the product quantities before and after are stated in the same unit: millilitres (ml).