

Instructions for the Finnish SUP Producer Group's declaration form

2025 product data

Used to report certain

- tobacco products with filters, and filters
- balloons
- wet wipes and
- fishing gear containing plastic

placed on the Finnish market during 2025.

The reporting of SUP products belonging to the SUP Producer Group's reporting scheme is done on a quarterly basis 4 X per year:

- **Q1/2025 reporting 1.-15.4.2025**
- **Q2/2025 reporting 1.-15.7.2025**
- **Q3/2025 reporting 1.-15.10.2025**
- **Q4/2025 reporting 1.-15.1.2026**

Producers accepted to the simplified procedure report SUP products once a year:
- **2025 reporting 1.-15.1.2026**

The SUP Producer Group declaration form must be returned to Rinki, even if the company has nothing to report for the reporting period.

The form can then be returned blank.

SUP products are reported on the Rinki Extranet



extranet.rinkiin.fi

What is SUP product reporting?

The Single-Use Plastics Directive (SUPD) is an EU Directive on certain single-use plastic products and fishing gear containing plastic, which requires the reporting of SUP products.

The SUP Producer Group declaration form is used to report products placed on the Finnish market for which the producer responsibility is taken care of by the Finnish SUP Producer Group Ltd.

Disposable plastic products:

- tobacco products with filters, and filters
- balloons for consumer use
- wet wipes for personal hygiene and consumer use

and

- fishing gear containing plastic

Placing on the market means making a product available for the first time on the Finnish market, i.e. supplying a product for distribution, consumption or use in the course of a business.

Note! The SUP Producer Group reporting covers the above products, but not their packaging. Producer responsibility for packaging can be fulfilled by joining the producer organisation for packaging. For more information contact info@rinkiin.fi.

Instructions for the SUP Producer Group declaration form

SUP product reporting	s. 4
SUP product reporting schedule	s. 5
Simplified procedure (Waste act 63 §)	s. 6
Structure of the declaration form	s. 7
Instructions for filling in the declaration form	s. 8
SUP product groups:	
1. Tobacco products with filters, and filters	s. 10
2. Balloons	s. 11
3. Wet wipes	s. 12
4. Fishing gear	s. 14

SUP product reporting

Which products are covered by SUP reporting?

The SUP Producer Group's reporting applies to **certain single-use products containing plastic and to fishing gear containing plastic**. There is no minimum limit for the amount of plastic in the products.

Note! In product groups 1-3, both plastic containing and non-plastic products are reported. For more detailed definitions of SUP product groups, see pages 10-15.

The SUP Producer Group declaration form is NOT used for reporting:

- Products exported from Finland (including exports to Åland).
- SUP packaging and plastic containing beverage cups sold empty to the end-user, which are reported on the packaging data declaration forms.

Company that reports product (producer)

Reporting of a product is the responsibility of the "producer", i.e. the company that places the product on the Finnish market:

- **manufacturer in Finland**
- **importer in Finland**
- **distance seller**, a producer established in another EU country **that sells the products directly to end-users in Finland** (the company must appoint an authorized representative)

Placing on the market means making a product available for the first time on the Finnish market, i.e. supplying a product for distribution, consumption or use in the course of a business.

Companies joining the Finnish SUP Producer Group Ltd. during 2025 will report SUP products (excluding SUP packaging) placed on the Finnish market for the whole calendar year, starting from 1.1.

SUP product reporting schedule

Reporting schedule

Producers registered with the Finnish SUP Producer Group report their SUP products placed on the Finnish market on a quarterly basis.

Annual reporting schedule

- **Q1 – quantities placed on the market during 1.1. – 31.3. are reported by 15.4.**
- **Q2 – quantities placed on the market during 1.4. – 30.6. are reported by 15.7.**
- **Q3 – quantities placed on the market during 1.7. – 30.9. are reported by 15.10.**
- **Q4 – quantities placed on the market during 1.10. – 31.12. are reported by 15.1.**

Producers placing small quantities of SUP products on the Finnish market may report once a year (simplified procedure).

Reporting timetable for producers accepted under the simplified procedure:

- **quantities placed on the market during 1.1. – 31.12. are reported by 15.1.**

Simplified procedure (Waste act 63 §)

Simplified procedure for SUP products

Producers who place small quantities of products on the Finnish market can apply for the simplified procedure. The Board of the Finnish SUP Producer Group Ltd has defined what is meant by a small quantity for each product group. A producer who has been accepted for the simplified procedure reports all products placed on the market during the year by January 15th the following year. The reporting schedule cannot be changed in the course of the year.

A producer wishing to apply for the simplified procedure must inform the producer organisation before of the quarterly reporting period begins. In case the company has not agreed on this with the producer organisation in time, the company will report on quarterly basis.

The limit values of the simplified procedure:

- Tobacco products with filters, and filters containing plastic up to 1 000 000 pieces,
- Balloons containing plastic up to 100 kg,
- Wet wipes containing plastic up to 100 kg,
- Fishing gear containing plastic:
 - Aquaculture gear up to 100 kg,
 - Passive fishing gear (Havas lures) up to 100 kg,
 - Rod fishing gear up to 100 kg.

When a company has more than one product group to report and one of these product groups exceeds the limit value, it is not possible to use the simplified procedure and the company is obliged to report all product groups on a quarterly basis.

Structure of the declaration form

Single-use plastic products

Single-use plastic products to report:

- tobacco products with filters, and filters
- balloons for consumer use
- wet wipes for personal hygiene and consumer use.

Under single-use plastic products, both plastic-containing and plastic-free products are reported with their own product-specific rows.

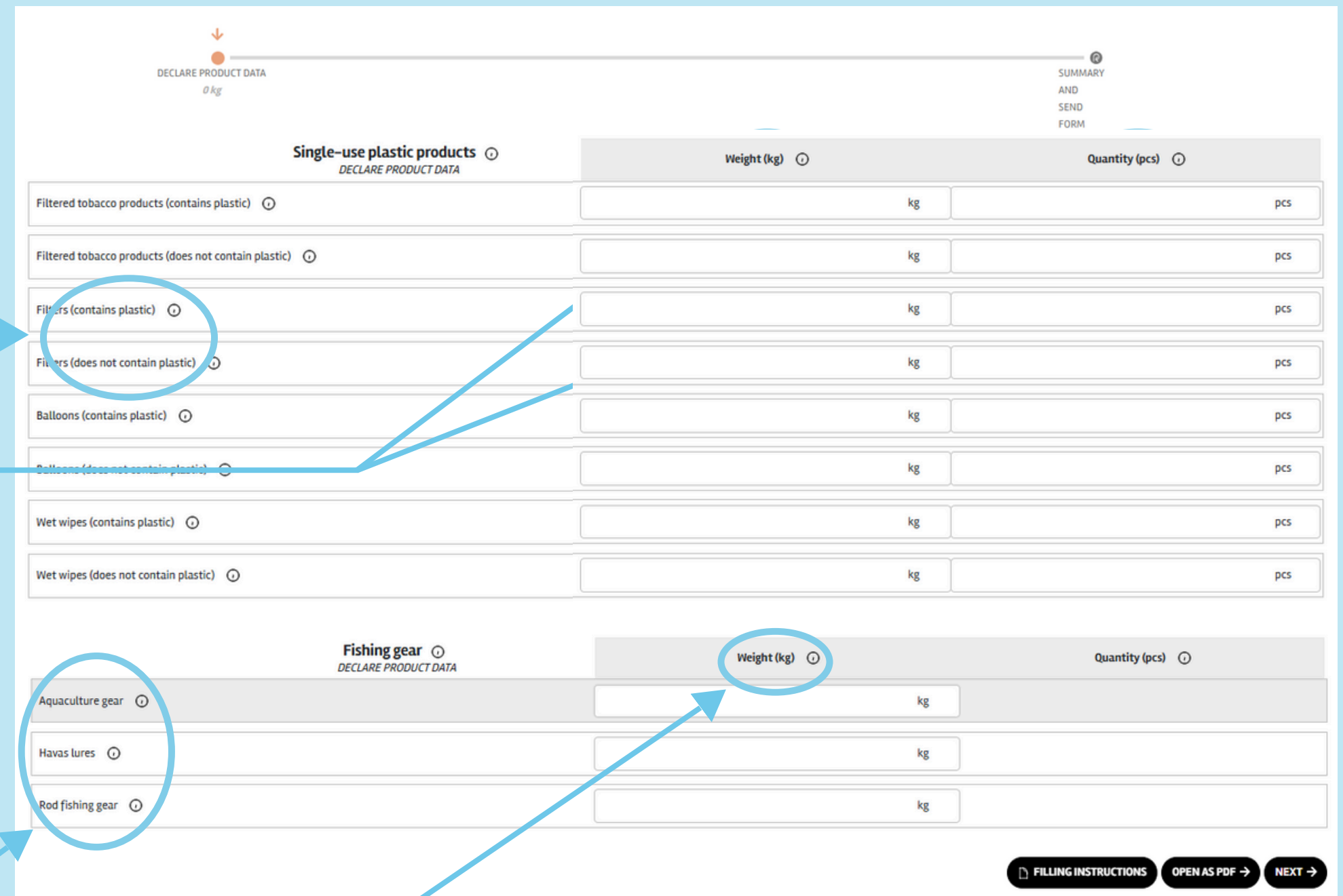
Both, total weight of the products and the number of pieces are reported.

Fishing gear

Fishing gear to report:

- aquaculture gear
- passive fishing gear (Havas lures)
- rod fishing gear.

For fishing gear, **only products containing plastic** are reported and **the total weight** of these products is reported.



The screenshot shows a web form for declaring product data. At the top, there's a progress bar with three steps: 'DECLARE PRODUCT DATA' (active), 'SUMMARY AND SEND FORM', and 'SUMMARY'. Below the progress bar, the form is divided into two main sections: 'Single-use plastic products' and 'Fishing gear'. Each section has a 'DECLARE PRODUCT DATA' sub-header. The 'Single-use plastic products' section contains a table with columns for 'Weight (kg)' and 'Quantity (pcs)'. It lists eight product categories: 'Filtered tobacco products (contains plastic)', 'Filtered tobacco products (does not contain plastic)', 'Filters (contains plastic)', 'Filters (does not contain plastic)', 'Balloons (contains plastic)', 'Balloons (does not contain plastic)', 'Wet wipes (contains plastic)', and 'Wet wipes (does not contain plastic)'. The 'Fishing gear' section also has a table with 'Weight (kg)' and 'Quantity (pcs)' columns, listing 'Aquaculture gear', 'Havas lures', and 'Rod fishing gear'. Blue circles highlight the 'Filters (contains plastic)' row, the 'Balloons (does not contain plastic)' row, the 'Aquaculture gear' row, and the 'Weight (kg)' column header in the Fishing gear section. Blue arrows point from the text on the left to these highlighted elements.

Instructions for filling in the declaration form

1. Find out if the product belongs to one of these groups:

1. tobacco products with filters, and filters,
2. balloons for consumer use,
3. wet wipes for personal hygiene and consumer use,
4. fishing gear containing plastic.

For more detailed definitions of SUP product groups, see pages 10-15.

2. Specify whether the product contains plastic (there is no minimum limit on the amount of plastic) or is plastic-free.

In product groups 1-3, both plastic and plastic-free products are reported. In product group 4, only fishing gear containing plastic is reported.
Note! The product data on non-plastic products are collected on a form for statistical purposes and are not invoiced for SUP fees.

3. Calculate the total weight of the products and the number of pieces.

Note! The packaging of products is NOT counted in the total weight of the products. For wet wipes, the wet weight of the product is reported. For fishing gear, only the weight is reported.

4. Report the total weight of products in kilograms, e.g. 531 kg, and in pieces, e.g. 10 067 pieces.

0.5 kg is the smallest reportable packaging volume and is rounded up to one kilogram (1 kg).

Instructions for filling in the declaration form

- 5.** The form to be filled in can be found on the front page of the Extranet. For more information on how to fill in the declaration form, click on the info icons ⓘ
Send the form to Rinki via Extranet.



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- 6.** In case there are any corrections to the data reported by the company, please contact Rinki customer service:
09 6162 3500 - on weekdays 8.30-15.30 (pvm/mpm)
info@rinkiin.fi

Rinki will correct the reported product data on behalf of the company or open the form for corrections.

In case the Finnish SUP Producer Group has already sent an invoice based on the reported data, please contact the producer organization to correct the invoice:
info@suptuottajat.fi

SUP product categories

1. Tobacco products with filters, and filters

Definition	Tobacco products with filters, filters marketed for use in combination with tobacco products.
Examples	<ul style="list-style-type: none">• Cigarette or cigar with filter containing plastic• Separate single-use tobacco filters containing plastic• Electronic device to be used with heated tobacco product including single-use filter containing plastic <p>Note! For electronic tobacco product, only the disposable tobacco filter included in the product are reported.</p>
Product data to be reported	<p>Products are reported by weight in kilograms and by number of pieces.</p> <ul style="list-style-type: none">• Tobacco products with filters containing plastic: weight (kg) and quantity (pcs)• Filters containing plastic: weight (kg) and quantity (pcs). <p>In addition to products containing plastic, non-plastic products are also reported.</p> <ul style="list-style-type: none">• Tobacco products with filters that do NOT contain plastic: weight (kg) and quantity (pcs)• Filters that do NOT contain plastic: weight (kg) and quantity (pcs).

2. Balloons

<p>Definition</p>	<p>Single-use plastic products include balloons for consumer use.</p> <ul style="list-style-type: none"> Balloon typically refers to a non-porous bag of light material that is intended to be inflated with air or gas. Latex balloons are covered by the Directive, because latex does not qualify as a natural non-chemically modified polymer. <p>The following product design characteristics help define single-use balloons</p> <p>Seals, valves and closure mechanisms</p> <ul style="list-style-type: none"> Balloons, which are lacking a valve or a seal to enable multiple inflations and deflations, are considered to be disposable. Balloons, which require the application of a knot, string or ribbon to the neck in order to prevent air from escaping, lose quality through unknotting and reknitting. They are therefore considered to be single-use. <p>Refillable</p> <ul style="list-style-type: none"> Balloons purchased ready-filled with air or helium are considered to be single-use due to the inability of the customer to refill them. Self-filling balloons (with integral filling mechanism) are also considered to be single-use.
<p>Examples</p>	<p>Balloons and balloon sticks</p> <ul style="list-style-type: none"> which are sold through business to consumers (can be purchased by individual consumers at a shop) are distributed to consumers at a private event.
<p>Product data to be reported</p>	<p>Products are reported by weight in kilograms and by number of pieces.</p> <ul style="list-style-type: none"> Balloons containing plastic: weight (kg) and quantity (pcs). <p>Förutom produkter som innehåller plast rapporteras även produkter som inte innehåller plast</p> <ul style="list-style-type: none"> Balloons that do NOT contain plastic: weight (kg) and quantity (pcs).

3. Wet wipes

Definition

Wet wipes, which are made using non-natural polymers or natural polymers that have been chemically modified, like polyester and polyhydroxyalkanoates (PHA), fall within the scope of the Directive.

A personal care wet wipe is intended to be used for hygiene purposes. These include cleansing and caring of skin of both human adults and babies e.g. baby wipes, cosmetic/make-up removal wipes, intimate care wipes, etc.

A domestic use wet wipe is intended to be used in domestic premises. These include wet wipes used for household cleaning purposes e.g. wipes used to clean kitchen and bathroom surfaces, wet wipes used to clean personal vehicles, spectacle cleaning wipes, etc.

Furthermore, these products are typically sold on the market in packs containing several single-use wet wipes.

Examples

- Personal care**
- Baby wipes
 - Cleansing wipes for skin (including hands and body)
 - Disinfection wipes for hands, including if provided to consumers in aircraft, airports, trains or other venues
 - Facial/cosmetic wipes (e.g. facial masks or ‘sheet masks’, face cleaning/make-up removal wipes)
 - Intimate care wipes and toilet tissue wipe.



3. Wet wipes

- Examples

Domestic use wet wipes

 - Household cleaning wipes used to remove stains and clean surfaces such as floors, bathrooms, kitchens, furniture, windows, TV and computer screens, etc.
 - Disinfection wipes intended for domestic use, including if provided to consumers in aircrafts, airports, trains or other venues
 - Spectacle (eye glasses) cleaning wipes
 - Car wipes intended for domestic use
 - Pet wipes intended for domestic use.

- Product data to be reported

Products are reported by weight in kilograms and by number of pieces. The weight includes the weight of the whole product, not only the weight of the plastic.

 - Wet wipes containing plastic: weight (kg) and quantity (pcs).

Förutom produkter som innehåller plast rapporteras även produkter som inte innehåller plast.

 - Wet wipes that do NOT contain plastic: weight (kg) and quantity (pcs).

4. Fishing gear

Definition

The definition of fishing gear is laid down in Section 6 § 1, subsection 32 of the Waste Act, according to which 'fishing gear means an object or part of an object containing plastic that is used in fishing or aquaculture to catch or cultivate living aquatic resources or that floats in the surface of the water to attract and catch or cultivate living aquatic resources, excluding electrical and electronic equipment included in fishing gear".

Examples

Aquaculture gear and parts thereof

- plastic fish cages
- plastic feeder pipes
- plastic floating feeder
- plastic fish tanks
- pipes
- plastic filter mesh, etc.
- growing medium for nitrification
- feeding equipment
- screen grate
- this also applies to recirculating aquaculture and brood production in indoor facilities.

Passive fishing gear (Havas lures) and parts thereof

- nets and parts thereof
- fyke nets and parts thereof
- materials and parts thereof used in the manufacture of the products or parts of the products.
 - e.g. floats, strings, robes, 'havas' lures, water supply pipes, lines.



4. Fishing gear

Examples

- Rod fishing gear
- spinning rods and reels
 - ice fishing gear, poles, floats, lines
 - Lures, landing nets.

Product data to be reported

- Products are reported by weight in kilograms and by number of pieces. The weight includes the weight of the whole product, not only the weight of the plastic.
- Aquaculture gear
 - Passive fishing gear (Havas lures)
 - Rod fishing gear.

Do you have questions on reporting?

Rinki Business Customer Service is happy to help!

09 6162 3500

on weekdays 8.30-15.30 (pvm/mpm)

info@rinkiin.fi

On questions concerning producer responsibility
the Finnish SUP Producer Group is happy to help.

info@suptuottajat.fi