

## Recycling Self Assessment

Effective recycling infrastructure and clear signage are key to improving your business's recycling efforts.

This short self-assessment of your bin infrastructure will help you to be compliant with Simpler Recycling legislation. Providing you with small changes to help reduce contamination, and increase your recycling rates.



## What do you currently segregate?

To comply with Simpler Recycling legislation, you should have the following waste and recycling services. Please tick which services you currently have. [Get in touch](#) if you need any additional services.



General Waste ☐



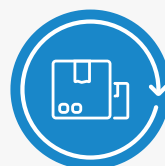
Mixed Recycling ☐



Glass\* ☐



Food ☐



Cardboard\*\* ☐



Paper\*\* ☐

\*If glass is produced by your business

\*\*If you can, you should segregate paper and card, if this is not practicable for your business, these items can continue to be placed in the mixed recycling

## Bin Placement

Bin placement is key when creating your infrastructure. We suggest moving all bins to central stations. With all material stream collections in the same space, passive recycling is significantly reduced.

- ☐ Do you have centralised bin stations collecting all material streams?
- ☐ Are your bins easily accessible to all staff?
- ☐ Do your bins have shaped apertures to help guide correct disposal?
- ☐ Do you have under-desk bins?

Accessibility is key when positioning your bins. Making it easy for your staff to segregate will result in reduced contamination. Under-desk bins result in complacent disposal, and are not advised.

## Signage

Clear colour-coded signage (at eye level) helps determine what item goes into which bin, reducing the contamination. Clear signage encourages correct recycling behaviours and increases recycling rates.

- ☐ Is your bin signage at eye level?
- ☐ Is your signage colour-coded?
- ☐ Does your signage show clear identifiable contaminants?
- ☐ Does your signage educate staff on which items should/should not be disposed?

Contact us today if you require clear colour-coded signage. We have a variety of sizes and languages to suit all your bin needs. Browse signage [here](#).

# When does Simpler Recycling come into force?



\*(for businesses with 10 or more full-time staff across the whole company)

## Simpler Recycling

Simpler Recycling is a UK-wide legal framework developed to make the recycling process more straightforward. All businesses will have to remain compliant with this legislation.

## What are the changes, and what do they mean for Recorra customers?

### Mandatory Recycling

All businesses must recycle paper, card, rigid plastics, metals (cans), and now cartons.

Clean and dry plastics, metals and cartons are collected in Mixed Recycling.

### Paper and Card

Paper and cardboard should be collected separately to Mixed Recycling as this keeps fragile fibres away from potential food and liquid residue within mixed recycling. Through Recorra, our customers can have separate card-only and paper-only collections. If you can only do one, we recommend segregating paper.

If this is not technically, environmentally or economically practicable for your business, we will ask you to complete a simple online form evidencing this. This form will be accessible for customers in the coming weeks.

### Food

All businesses must recycle food waste.

### Glass

All Recorra customers must have a separate glass collection (if you produce glass).

## In a multi-occupancy building?

For customers within multi-tenanted buildings, it is each business' responsibility to remain compliant with legislation and ensure these materials are recycled. This means each occupier will need bins for mixed recycling, paper, card (if segregated) and food waste, and for glass if their business produces glass.