

# Managing Recyclables in Business

## Make good use of the recycling bin

### AS A MINIMUM YOUR WASTE COLLECTOR MUST PROVIDE YOU WITH A RECYCLING COLLECTION SERVICE FOR:

- Newspapers & Magazines
- Office Paper including Envelopes & Junk Mail
- Cardboard
- Plastic Bottles/Containers
- Tetra Paks
- Food & Drink cans
- Plastic Packaging

Businesses are advised to consult with their waste collector to establish the full list of items accepted for recycling.

### KNOW YOUR RIGHTS

#### WHAT SERVICE SHOULD YOUR WASTE COLLECTOR PROVIDE

In accordance with the waste collection permit issued under the *Waste Management (Collection Permit) Regulations 2007 as amended* a commercial waste contractor must provide for collection of at least three waste streams:

- Mixed Dry Recyclables
- Organic Waste (including food waste)
- Residual Waste

### SEGREGATION FOR RECYCLING

#### THE ONUS IS ON THE WASTE PRODUCER

- A business must ensure that their waste is collected by a waste collector authorised in accordance with the *Waste Management (Collection Permit) Regulations 2007 as amended*.
- The European Union (Packaging) Regulations 2014 as amended specify that manufacturers and retailers of packaging and packaged goods must segregate the following individual types of waste packaging for separate collection: paper, plastic film, steel, cardboard, wood, aluminium and glass.
- Waste Electrical & Electronic Equipment (WEEE) must be handled separately. WEEE can be returned to retailers at point of sale, taken to Civic Amenity Centres that accept commercial waste or by contacting your waste contractor directly to discuss a tailored service to deal with electrical and electronic waste.
- Hazardous items such as batteries, aerosol cans and paints should be taken to Civic Amenity Centres that accept hazardous and commercial waste.



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## JUST SO YOU KNOW...

### WASTE COSTS MONEY

Managing business waste properly makes good commercial sense - preventing and segregating waste properly will save your business money. Check out [www.greenbusiness.ie](http://www.greenbusiness.ie) for resources and case studies on business waste prevention.

### RECYCLING TIPS & TRICKS

- Make sure all bins are clearly labelled
  - where possible use signs with images not words
  - you can download sample signs from our website [www.srwmo.ie](http://www.srwmo.ie).
- Use colour coded bags to avoid confusion in the waste compound.
- Keep bin lids closed so recyclables remain clean & dry.
- Do not overfill bins.
- Check with your waste contractor to get an up to date list of accepted items for recycling.
- Don't just recycle the big items like cardboard or pallets; make sure all packaging such as bottles and cans, office paper etc is recycled.
- Add waste segregation and recycling to team meeting agendas and make sure new staff receive advice on recycling during the induction period.

All recyclable material should be clean & dry & placed loosely in the bin.



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