

# Security level: recycle

Easy, environmentally responsible collection and recycling of non-confidential used paper.



**Suitable for:**  
Non-confidential used office paper

**Service Elements:**  
yoyo recycle is our standard recycling service.

We collect all the used paper from your office. Then it's sent to our recycling plant to create new paper – yoyo full circle, our 100% recycled paper.

To reduce the environmental impact of the process, used paper is collected at the same time as new paper is delivered.

Straightforward and simple disposal of used paper via a system of cardboard desk trays, floor bins and storeroom pallet boxes.

Clear, recyclable, plastic sacks enable you to monitor waste quality. The price of these is included in the complete collection and recycling service.

All office paper (white paper, coloured paper, white envelopes, magazines, brochures etc) can be recycled except: brown paper, brown envelopes, cardboard and newspapers.

Management information is provided to track office paper usage and disposal – how much paper is consumed, collected, recycled and reused as recycled office paper.

Documentation is provided to prove your Duty of Care (streaming your paper waste using our service allows you to fulfil your obligation to pre-treat your waste stream before any is sent to landfill, so you are complying with the Landfill Directive, effective from 30th October 2007).

