



Typical Document Disposal Process using a Recycling Bin

1



Confidential documents are dropped into a recycling bin leaving confidential information visible and potentially non-compliant with GDPR requirements.

2



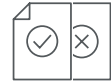
Paper is transferred to outdoor bins, increasing the risk of unauthorised access.

3



Intact documents are loaded onto a truck for transportation to the sorting facility.

4



Documents are sorted through and prepped for the recycling process.

5



Eventually, documents are destroyed and recycled.

Secure, Simpler Recycling - Shred-it All

Corporate environmental initiatives and changing workplace regulations are introducing separate streams for recyclable materials. However, discarding private and sensitive information in a paper recycling bin that everyone can see puts you and your customers at risk.

Using Shred-it's locked consoles and secure destruction service helps you minimise the potential of a security breach, while also ensuring that the shredded paper is recycled.



Secure & Sustainable Document Destruction with Shred-it

1



Prevent data exposure and introduce a Shred-it all policy.

2



Confidential documents are dropped into a securely locked container.

3



Documents are securely collected by security vetted personnel and destroyed immediately on-site or within 48 hours at a secure facility for an off-site service.

4



Shredded paper is sent for recycling and made into new products.

5



A Certificate of Destruction proves that the paper has been destroyed securely.

Source:

1. <https://www.theworldcounts.com/stories/paper-waste-facts>

2. Shred-it Data Protection & Sustainability Survey, 2023

For more information on the simpler recycling legislation, visit these sites:

England - <https://www.gov.uk/government/publications/simpler-recycling-in-england-policy-update/simpler-recycling-in-england-policy-update>

Scotland - <https://www.zerowastescotland.org.uk/resources/waste-scotland-regulations>

Wales - <https://www.gov.wales/changes-workplace-recycling-guidance-workplaces#127756>

We protect what matters.

**Unsure of what's confidential & private?
Stay safe, secure and sustainable - Shred-it All.**

Shred-it
A Stericycle® Solution