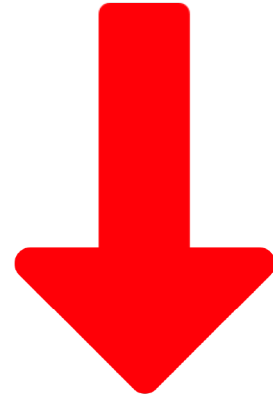


RECYCLING TOOLKIT

By reducing, reusing and recycling, you can help the environment. We like to support our customers with sustainable projects so here are some easy and convenient tips and advice. For tailored resources and support please contact the Sustainability Team.

REDUCE

1. Remove unnecessary single use plastics such as straws, plastic bottles and replace with reusable versions.
2. Review your supply chain and ask your suppliers to reduce excess packaging.
3. Choose food items that have little or no plastic packaging.



REUSE

1. Carry a reusable cup for hot drinks and a bottle for water.
2. Choose one day a week and encourage everyone to bring a homemade lunch in a reusable container.
3. From office furniture to stationery to paper, you can recycled versions of almost everything.



RECYCLE

1. Label bins clearly and put posters up with what can go in each stream.
2. Try removing individual bin desks and put a recycling station at the end of a row of desks.
3. See what what else your organisation can recycle e.g. food, coffee, batteries, toners and IT equipment.

