

What happens to my confidential paper?



printwaste
Shredding & Recycling

Confidential paper shredding step-by-step.



Did you know? By recycling just one tonne of paper, you can save 17 trees and 4000kW of energy – that's enough to power a house for a year!

Step 1: Collection	Our BS7858 security vetted staff will collect your confidential paper and safely transfer it onto one of our shredding vehicles.
Step 2: Shredding	Once on the vehicle, and dependent on the service you've chosen, your confidential paper will either be shredded on-site using a shredder located on the vehicle, or transported back to our high-security shredding facility to be destroyed.
Step 3: Certification	After your confidential paper has been shredded, you'll receive a Certificate of Destruction to confirm safe destruction of your data, in compliance with European standard BS EN 15713.
Step 4: Sorting & baling	With the information now safely destroyed, we'll sort the shredded paper by grade and bale it up, ready to send on for recycling at a specialist paper mill.
Step 5: Pulping	At the mill, the shredded paper will be placed into a large cone-shaped drum and mixed with water to break the material down into its natural fibres, creating a pulp.
Step 6: Cleaning	The pulp will then be filtered and screened to remove any debris and contaminants, like paper clips, labels and bits of plastic. Colouring agents will be added at this stage, if required.
Step 7: Draining & bonding	Now clean, the pulp will be sprayed onto a large, fast-moving mesh screen, which will drain away excess water and help the fibres bond together to form a sheet.
Step 8: Pressing & drying	To further remove any leftover water, the sheet will be pressed and put through 130°C steam-heated rollers to dry (removing 93% of water content), until the right moisture level and thickness is achieved.
Step 9: Recycled paper	Finally, the dried sheet will be wound into rolls and made into recycled paper products, such as newspapers and office paper.

We hope you found this useful & informative.

If you did, you'll be happy to
know we have a whole bunch
of process sheets for you...

Recycling process sheets



Cans



Cardboard



Cartons



Paper cups



Glass



Wood



Plastics



Paper



Fluorescent
light tubes



WEEE



Polystyrene



Tins



Non-recyclables

Confidential shredding process sheets



Uniforms & clothing



Hard drives



Confidential paper

To let us know which one(s)
you'd like to read next, just give
us a call on **01242 588600**

or email us at

info@printwaste.co.uk