






Swansea University  
Prifysgol Abertawe

# Swansea University

## Waste Management Guidance Note WMGN02 Plastic and Cartons

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<b>Waste Management Guidance Note WMGN02 Plastics and Cartons</b>	
Location Generated	Varied
EWC	20 01 39
Type	Absolute Non-Hazardous
Disposal Method	Segregated for recycling
Bin/ Bag Type	Quad bin / Clear Bag
<b>Duty of Care Requirements</b>	
<p>Any business or public body that generates waste materials must correctly classify its waste, apply the principles of The Waste Hierarchy, and seek to minimise the amount of waste sent for disposal. In practice, this means ensuring all wastes are segregated at source and disposed of via the correct streams.</p> <p>The University has committed, to segregating its waste at source, focusing on separating key recycling streams; cans, paper, plastics, food and glass. Segregation at source improves recycle quality and also adheres to the Waste Regulations (England and Wales) 2011. The Regulations stipulate that materials such as paper, metal, plastic and glass must be collected separately if it is necessary to encourage high quality of the recycling of the material.</p> <p>In April 2024 the Welsh Government implemented new Recycling at Work Regulations applicable to all Welsh Businesses. This regulation set out greater recycling separation requirements, and include additional items for recycling.</p>	
<b>Items</b>	
Items that can be placed in the University 'Plastic Recycling' include;	
	<p>Empty</p> <p>Drinks bottles / Yogurt pots / Margarine tubs / Clear food trays</p>
	<p>Empty</p> <p>Milk Bottles / Detergent Bottles / Shampoo Bottles / Empty plastic cleaning product bottles</p>
	<p>Empty:</p> <p>Drinks and milk cartons such as Tetra-pak</p>

Clean plastic should be deposited only in the defined plastic waste bins (typically part of the University's standard "waste quads/duos"). For any material that has an unknown composition and/or contamination, then please contact the Sustainability team ([estates-waste@swansea.ac.uk](mailto:estates-waste@swansea.ac.uk)) for guidance and further details.

Under **no** circumstances should;

- (a) any general waste deposited in the recyclable bin – it contaminates the recycling stream and can cause problems down the supply chain
- (b) Plastic food packaging should be cleaned where possible before being placed into the plastic recycling bin

## Disposal Instructions

### Internal Bins

Only metal, top-opening quads/duos are to be used for plastic disposal. All receptacles will be labelled as "Plastic" and have a clear bin bag. No personal/under-desk containers should be in used in offices as it deters from recycling materials.



Figure 1 – Swansea University indoor "quad" bins

## External Storage

Only metal, front-opening quads/duos are to be used for plastic disposal. All receptacles will be labelled as “Plastic”. No other bins are to be used for loose items.



Figure 2 – Swansea University external “quad” bins and external contractor bin

Collected clear bin bags will be deposited into the larger-dedicated bins (provided by the waste management contractor), which are located in compounds across the University’s estates.

## Disposal Cost

The disposal cost is factored into the University’s waste management service provision; therefore there is no direct cost to individuals/Faculties/PSUs. However individuals can minimise cost and contribute the University’s target to achieve 63% diversion rate away EFW or landfill by ensuring all recyclable plastic are disposed of via the dedicated bins.

## Labelling

See template

For further guidance please contact [estates-waste@swansea.ac.uk](mailto:estates-waste@swansea.ac.uk)



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