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# Easy Read: A guide to the new rules about recycling at work in Wales

A Code of Practice for Wales



 Cymru yn ailgylchu  
Wales recycles

**A Code of practice means the rules about recycling and how we do this.**



This is a simple guide to the rules on how we do this.



This code is for:

- businesses, public sector and charities where you work and visit



- the type of waste that will be collected and recycled



- the people who collect the waste items.



Things for recycling need to be collected separately.

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There are six types of recycled items that are collected:



Food waste



Paper and cardboard



Glass



Metals, plastics and cartons



Unsold small electrical items like kettles or toasters

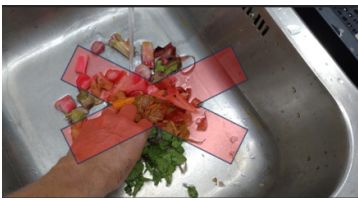


Unsold textiles which mean things like clothes or rugs



## Separation Requirements means:

- you must split up these items into different piles for them to be collected.



You must not get rid of things by squashing up food waste and putting it down the sink.



This rule helps to stop sending things we can recycle to landfill or being burned.



If you do not follow these rules, you may have to pay a fine.



Natural Resources Wales are responsible for making sure these rules about separating recycling into piles for collection are followed.

Local Authorities are responsible for making sure the rule about not squashing up food waste and putting it down the sink is followed.