

# How we secure your proprietary materials off-site in 9 simple steps.



Confidential information comes in many forms. Shred-it is able to help your organisation protect the proprietary materials that could put your company or brand at risk if they were obtained by criminals, a competitor, or the public. Shred-it applies the same proven, state-of-the-art, chain of custody protocols and leading shredding technologies for our speciality shreds as we do for document or hard drive destruction, ensuring safe, secure destruction of your confidential items.

Here's how we secure proprietary uniforms in nine simple steps.

**STEP**  
**1**

Uniforms for destruction are placed into bags (which can be provided by Shred-it) at your location



**STEP**  
**2**

Our secure collection vehicle arrives at your location on a pre-arranged date and our Customer Service Representative (CSR) identifies themselves to your designated representative



**STEP**  
**4**

A copy of the Service COD/Waste Transfer Note is printed from the PDA for your records, giving you a transparent, auditable trail



**STEP**  
**3**

Our CSR collects the bags to be destroyed, scanning them with a handheld device (PDA). Your representative signs the PDA to confirm collection.



**STEP**  
**5**

Our CSR transfers the collected bags to our secure vehicle, scanning the collection again for verification. Once this is done, our CSR ensures the truck is locked so no unauthorised access can be gained



**STEP**  
**6**

Once collections are completed, our CSR returns the secure vehicle to a Shred-it 24 hour alarmed, CCTV monitored service centre



**STEP**  
**8**

Your uniforms are destroyed and baled at the Shred-it site, ready for documented transport to one of our approved partners



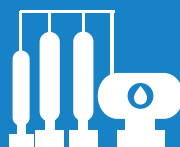
**STEP**  
**7**

Our CSR scans the collection again at this point, maintaining chain of custody and audit trail



**STEP**  
**9**

Our partner destroys the baled uniforms, turning them into solid recovered fuel (SRF) for use in power stations and cement kilns



For peace of mind, contact Shred-it today  
0800 197 1164 | [shredit.co.uk](http://shredit.co.uk)

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