

# YTL Group's Guidelines towards Zero Single Use Plastic 2019-2025, Part 2:

## How to Recycle Better?



# Say No to All Plastic (SNAP)

This guideline is a continuation from the SNAP Guideline 2020, and serves to inform users of how to properly recycle or dispose of plastic items after consumption.

Reduce, reuse, recycle (3R's) is the most commonly preached consumer behaviour in handling waste. The best practice to reduce SUP usage is to refuse plastic in the first place.

## **But I have already used a product with plastic... what now?**

However, if you have already consumed a product with plastic, it would be useful to learn how to dispose of its various components responsibly by knowing which parts can be recycled or reused, instead of throwing the whole item away.

A rule of thumb when it comes to recycling is that the items to be recycled should be clean, empty and dry. If they are contaminated with a foreign substance or material, it could affect the recycling process.

Disclaimer: This guide was curated based on current recycling practices in Malaysia. If your region/country has its own guidelines for recycling, do feel free to follow the one most applicable to your business.

\*This guide is adapted from the Trash Encyclopedia by Zero Waste Malaysia.

# Icon Guide

## Material icons



→ Polyethylene Terephthalate



→ Paper



→ High-density Polyethylene



→ Metal



→ Polyvinyl Chloride



→ Unspecified plastic



→ Low-density Polyethylene



→ Polypropylene



→ Polystyrene



→ Other, including polycarbonate (PC) and polylactide (PLA)

## Recycling bin icons



→ place in metal bin



→ place in glass bin



→ place in plastic bin



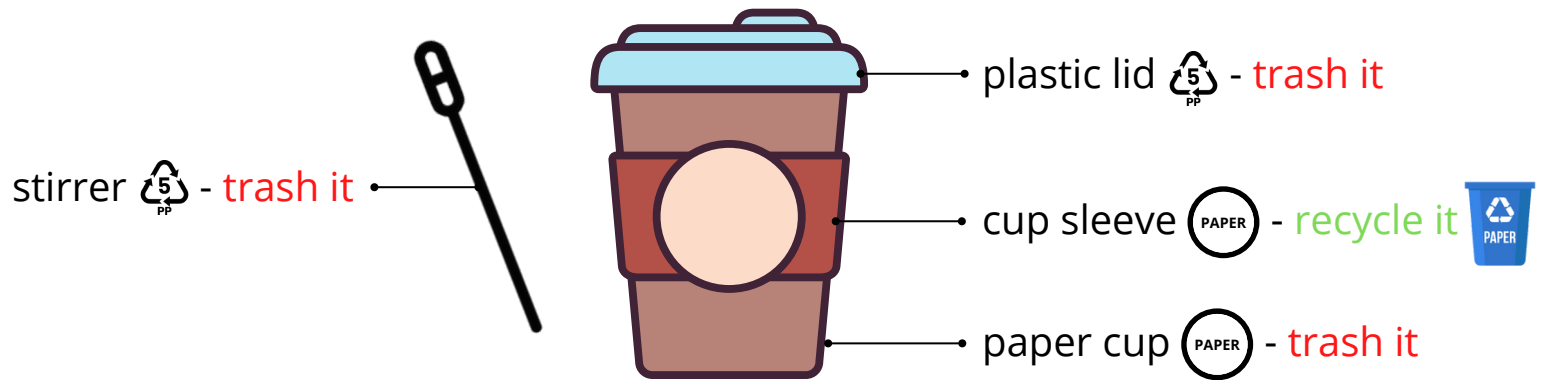
→ place in e-waste bin



→ place in paper bin

# F&B-related waste

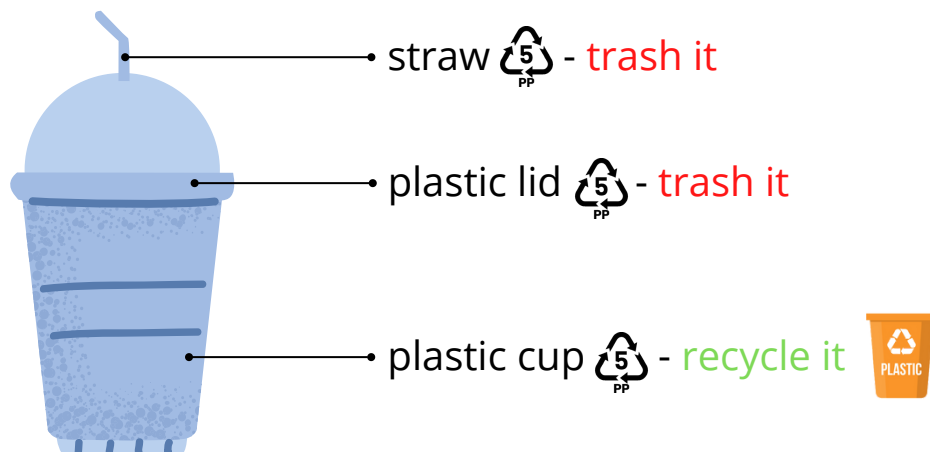
## Paper coffee cup



### Steps for disposal:

1. Separate components for disposal
2. Ensure cup sleeve is not contaminated with food/liquid residue
3. Recycle and throw components accordingly

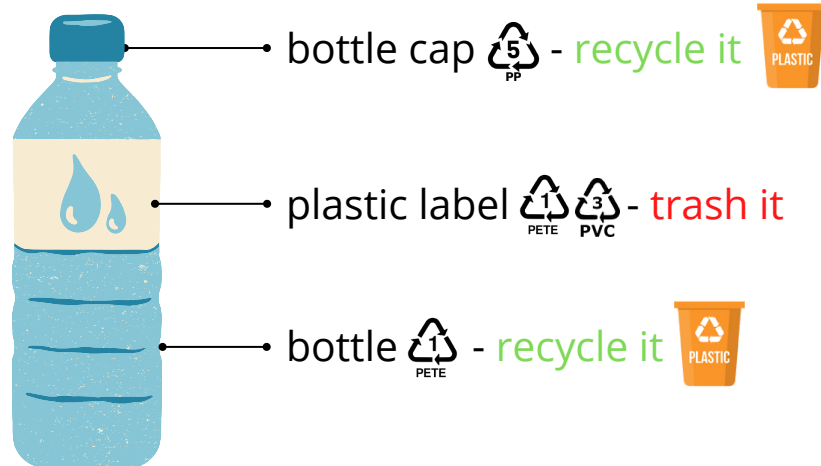
## Plastic coffee cup



### Steps for disposal:

1. Separate components for disposal
2. Remove any sticker or adhesive residue from plastic cup
3. Clean and dry plastic cup
4. Recycle and throw components accordingly

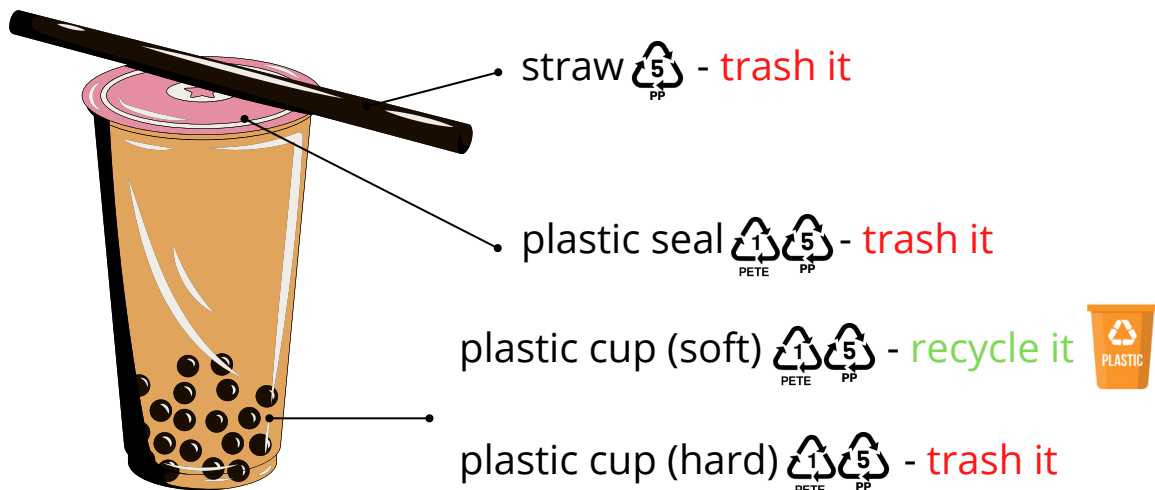
## Water bottle



### Steps for disposal:

1. Separate components for disposal
2. Remove any sticker or adhesive residue from bottle
3. Clean and dry bottle and bottle cap
4. Recycle and throw components accordingly

## Bubble tea cup



### Steps for disposal:

1. Separate components for disposal
2. Remove any sticker or adhesive residue from plastic cup
3. Clean and dry plastic cup
4. Recycle and throw components accordingly

## Canned drink



aluminium can  - recycle it 

### Steps for disposal:

1. Clean and dry can
2. Flatten can
3. Recycle can

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## Snacks - chips, biscuits etc.



plastic/aluminium packaging   - trash it

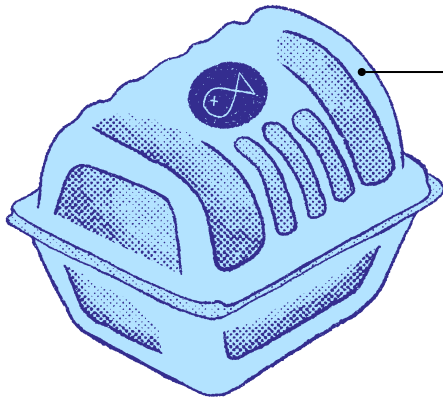
plastic outer packaging  - recycle it



### Steps for disposal:


1. Remove any sticker or adhesive residue from packaging that is to be recycled
2. Clean and dry packaging that is to be recycled
3. Recycle and throw components accordingly

## Disposable plastic container



plastic container + lid  - recycle it



polystyrene container  - trash it

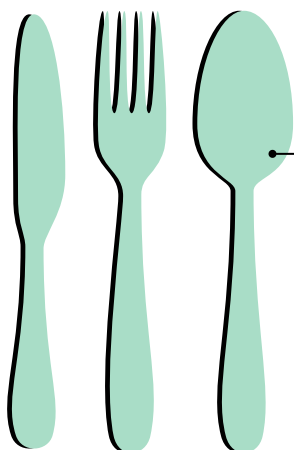


### Steps for disposal:

1. Remove any sticker or adhesive residue from container and lid
2. Clean and dry container and lid
3. Recycle and throw components accordingly

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## Plastic cutlery



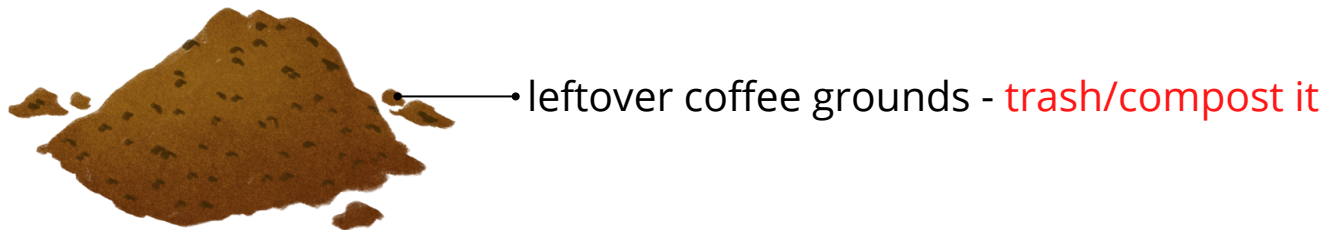
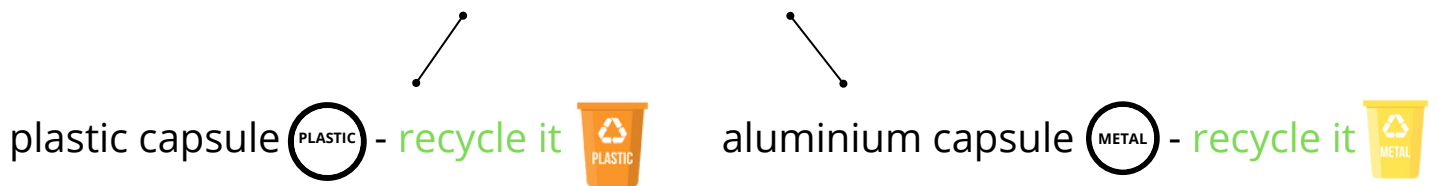
plastic cutlery   - recycle it



### Steps for disposal:

1. Clean and dry cutlery
2. Recycle cutlery

# Plastic coffee capsule



## Steps for disposal:

1. Clean and dry capsule
2. Recycle and throw/compost components accordingly



# Office waste

## Bubble wrap



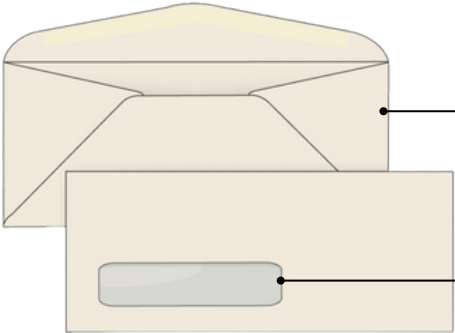
bubble wrap  - recycle it 

### Steps for disposal:

- 1. Remove any sticker or adhesive residue from bubble wrap
- 2. Recycle accordingly

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## Envelope with window



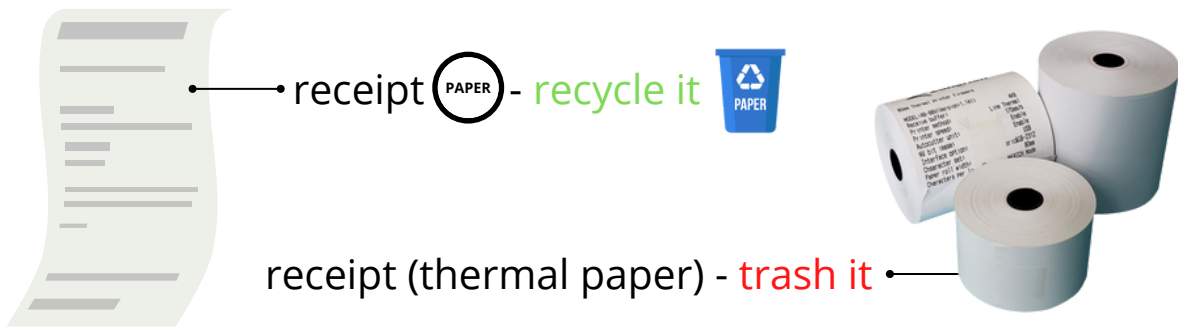
envelope  - recycle it 

plastic window  - trash it

### Steps for disposal:

- 1. Separate components for disposal
- 2. Recycle and throw components accordingly

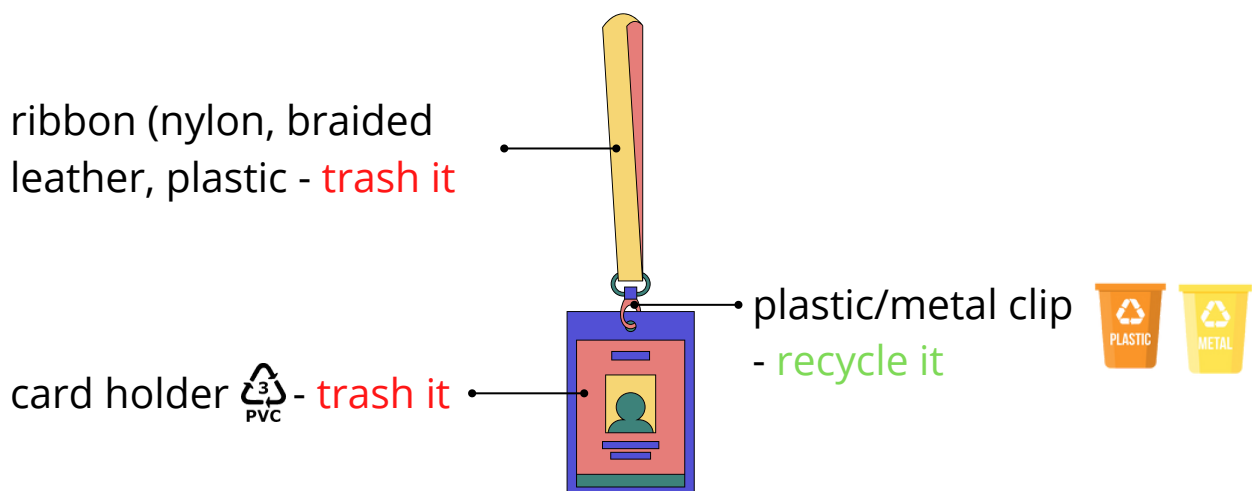
# Receipt



## Steps for disposal:

1. Ensure receipt is not contaminated with food/liquid residue
2. Recycle accordingly

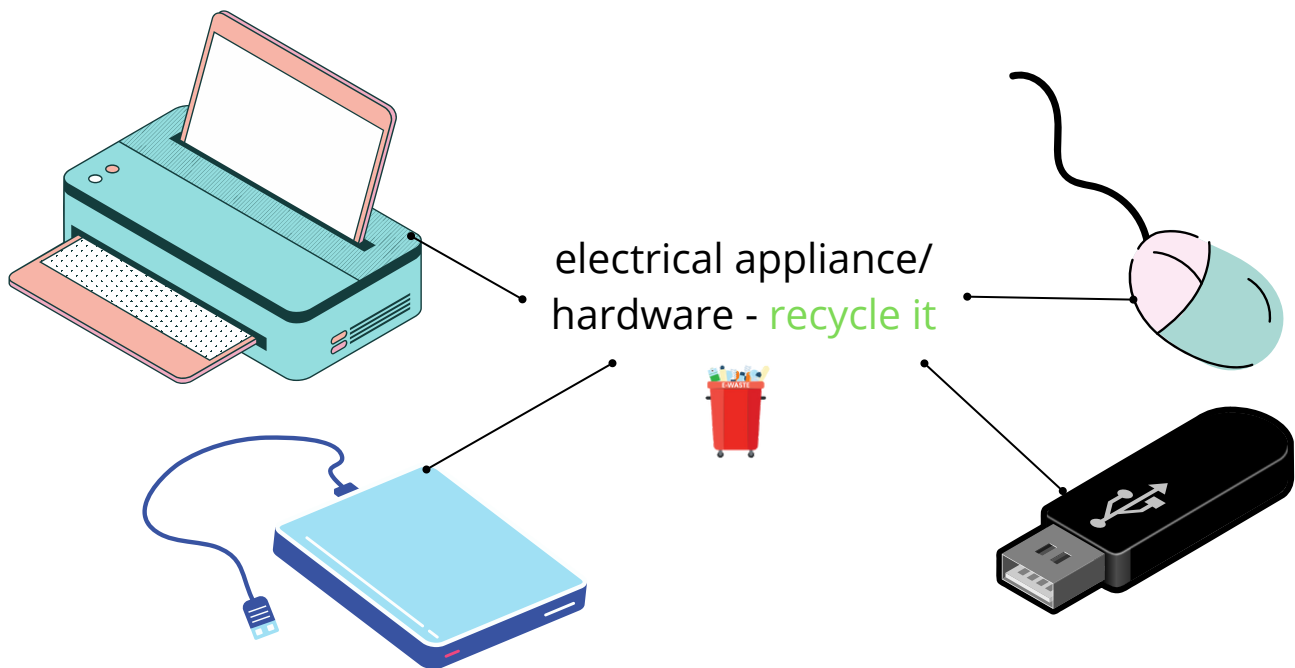
# Lanyard



## Steps for disposal:

1. Separate components for disposal
2. Recycle and throw components accordingly

## Electrical appliance/Computer hardware

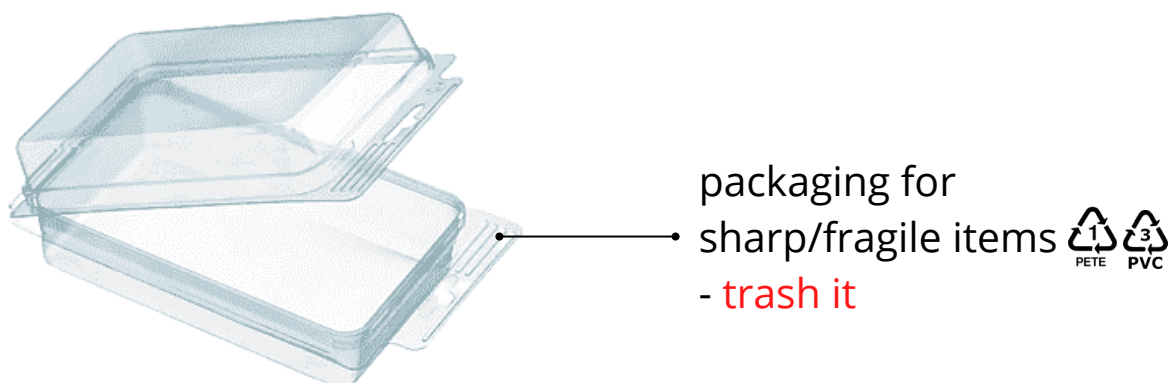


### Steps for disposal:

1. Ensure data is backed up and device is reformatted
2. Recycle at e-waste bin

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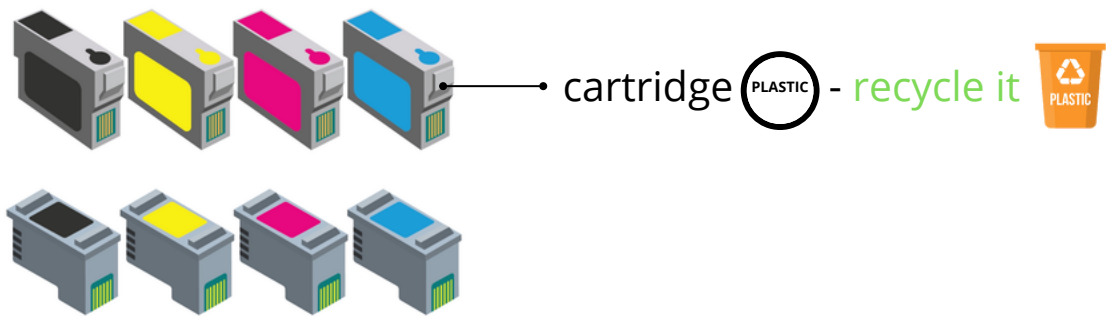
## Plastic clamshell packaging



### Steps for disposal:

1. Throw accordingly

## Printer ink cartridge

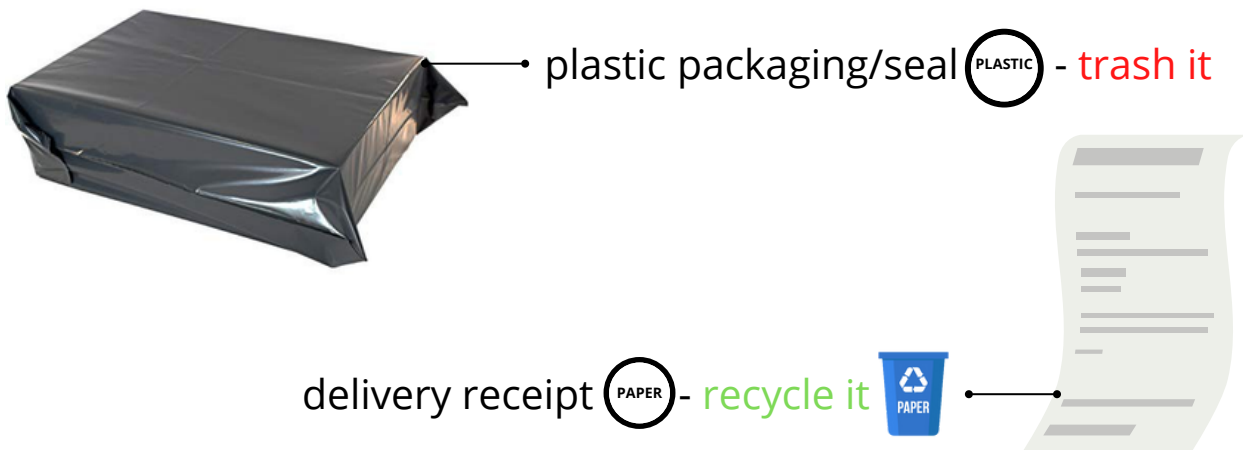


### Steps for disposal:

1. Find out recycle collection points of your printer's brand
2. Drop off empty printer ink cartridges for recycling

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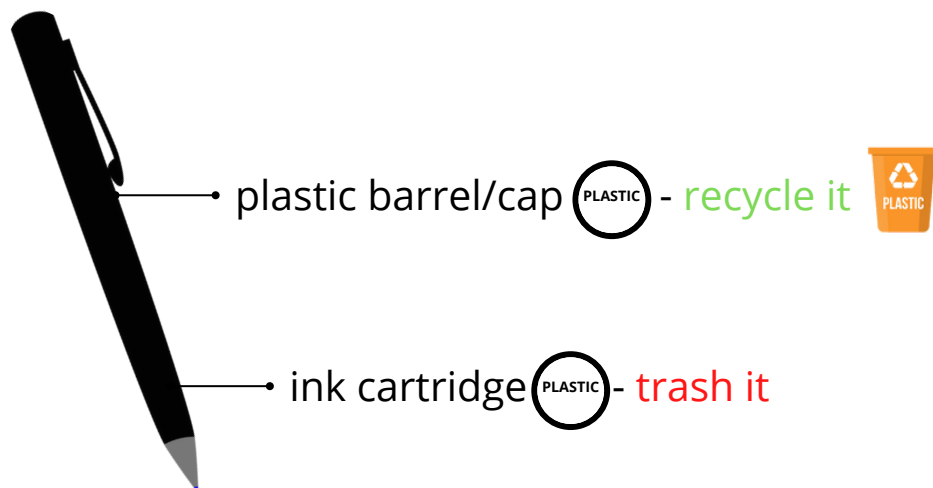
## Postage plastic bags



### Steps for disposal:

1. Ensure receipt is not contaminated with food/liquid residue
2. Recycle and throw components accordingly

## Plastic pen

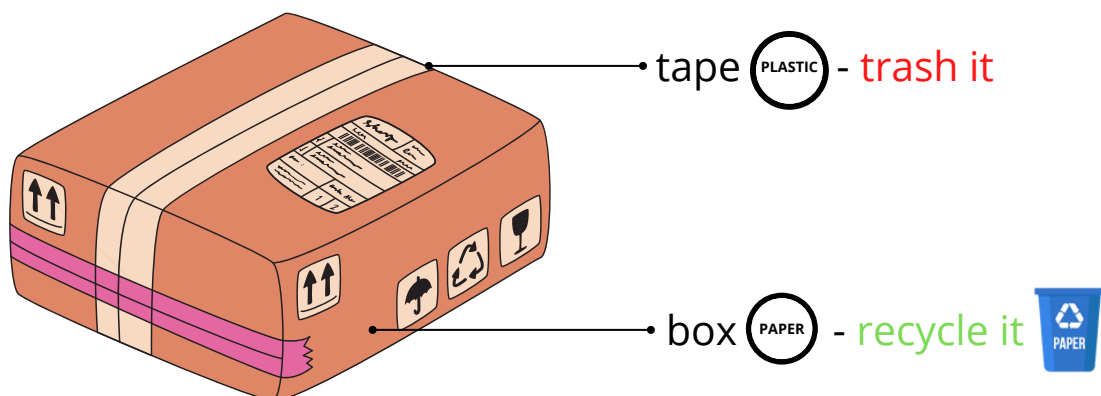


### Steps for disposal:

1. Separate components for disposal
2. Recycle and throw components accordingly

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## Cardboard box

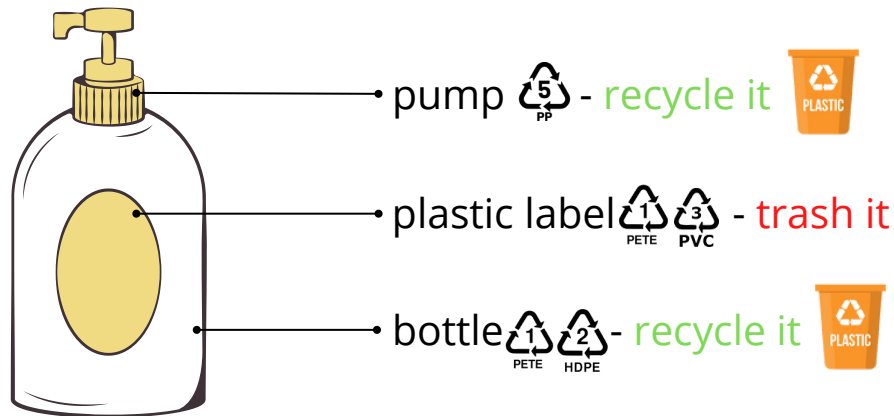


### Steps for disposal:

1. Remove tape and adhesive residue on box
2. Flatten box
3. Recycle and throw components accordingly

# Amenities

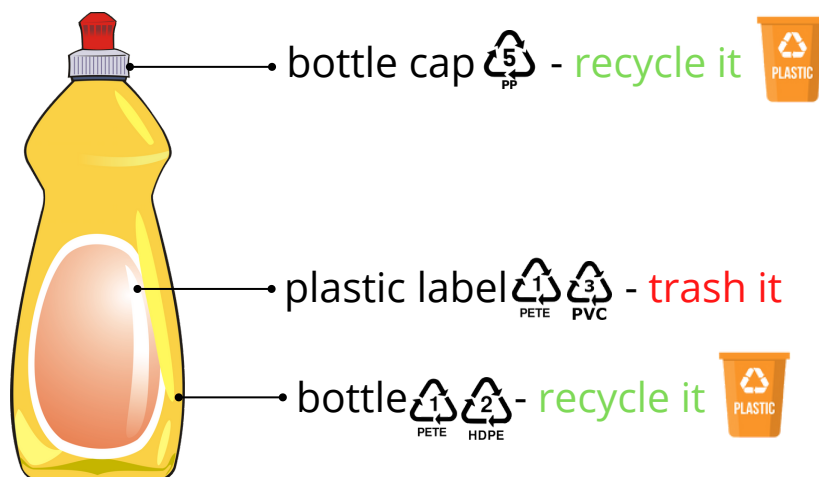
## Liquid soap bottle



### Steps for disposal:

1. Separate components for disposal
2. Remove any label or adhesive residue from bottle
3. Clean and dry bottle and pump
4. Recycle and throw components accordingly

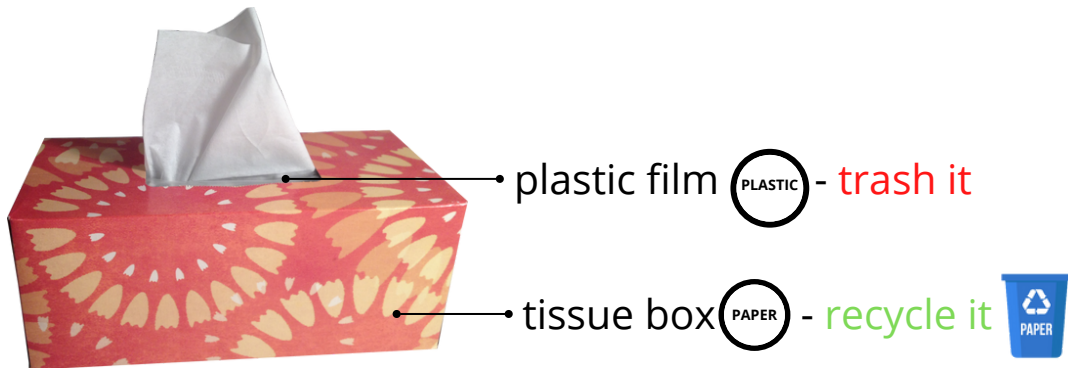
## Liquid detergent bottle



### Steps for disposal:

1. Separate components for disposal
2. Remove any sticker or adhesive residue from bottle
3. Clean and dry bottle and bottle cap
4. Recycle and throw components accordingly

## Tissue box



### Steps for disposal:

1. Separate components for disposal
2. Recycle and throw components accordingly

# Document History

| <b>Document Version</b> | <b>Date Published</b> | <b>Remarks</b>  |
|-------------------------|-----------------------|---|
| 1.0                     | 19.05.2022            | Guide to proper recycling and disposal of plastic items after consumption |