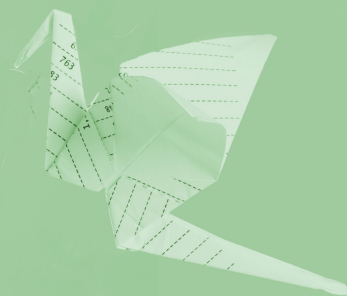


RECYCLE ME

**SAFEGUARDING  
YOUR DATA AND  
REPUTATION**



**Learn more about Quills  
Secure Data Destruction**

**QUILLS GROUP**  
OFFICE SOLUTIONS



## Flexible, Tailored Secure Shredding Services

### Why use us?

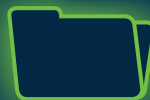
- ISO14001 and ISO9001 incorporating EN15713
- CCTV and GPS tracking on every vehicle
- PCI DSS Level 1 Service provider compliant
- BSIA - British Security Industry Association approved member
- Safe Contractor Approved
- FORS - Fleet Operator Recognition Scheme accredited
- BS7858, DBS & SC - Security Clearance vetted staff
- High Security shred or disintegration service available
- In house shredder support and maintenance team
- Large modern shredding and collection fleet
- Operate the largest mobile shredding truck in Europe
- 100% of all paper shredded is recycled
- Operate a carbon neutral and carbon offsetting program.



## Secure Data Destruction

### What can we shred?

We can shred just about anything that needs destroying securely. Here are just a few examples for your business.



Save time on your **confidential document shredding** – no need to remove files, folders, plastic wallets or staples.

We can securely shred any media that contains **confidential data**. That includes backup and audio tapes, CD-ROMs/DVD-ROMs, flash drives/memory sticks, SD cards and more.



**Hard drives**, even when wiped, need destroying securely. If you choose our mobile shredding service, we can come to your premises and shred your hard drives as you watch. Alternatively, we can collect them and shred at our own state-of-the-art depots.

Shredding **clothing** could mean uniforms following rebranding, fake designer goods, excess stock, faulty items or new top-secret pre-production designs that need destroying so they don't fall into the wrong hands.



Securely shred obsolete **ID cards, security badges, bank cards & credit cards.**

Shred securely **any products that are faulty** and cannot be sold, excess stock, product prototypes or anything that should not be used outside of your business.



All paper, media and products are collected and destroyed safely and securely, with constant monitoring, full CCTV coverage and an official **certification of destruction** is provided.

# Secure Mobile Shredding Service

We collect and shred your confidential data at your premises.

## Off-site Shredding Service

We collect your confidential data and transport to our secure shredding depot to be destroyed.

1

### Collection

Lockable bins or bags are supplied for regular collections, or alternatively we offer a one-off collection of bagged, boxed or palletised material.



2



### Security Vetted Staff

Our uniformed and BS7858 security-vetted staff will transfer your documents and material into a secure vehicle.



3

### Off-site Shredding

Secure vehicle is sealed for transportation and material is shredded on arrival at our secure depot.



### Mobile Shredding

Once behind secure doors, our operatives place the data directly into the shredder located on board.

OR

4

### Certificate of Destruction & WTN

A certificate of destruction and **waste transfer note** are issued, confirming the safe destruction of your data in compliance with European standards.



### Recycling

Shredded paper is baled and sent to UK mills for recycling. Where possible other material is sent for recycling or incineration.

5



# Bins & Containers for Confidential Waste

Our secure lockable bins and containers are available in various sizes, shapes and styles, and have been designed to keep confidential material secure until it is shredded.



**120/140 Litre Bin**  
Locked with slot  
and deflector plate



**180 Litre Bin**  
Locked with slot  
and deflector plate



**240 Litre Bin**  
Locked with slot  
and deflector plate



**360 Litre Bin**  
Locked with slot  
and deflector plate



**660 Litre Bin**  
Lockable and drop  
front available



**1100 Litre Bin**  
Lockable and drop  
front available



**Metal Bins**  
Various styles and sizes  
available



**Large Sack Cabinet**  
Available in various colours.  
Beech as standard



**Desk Side Bins**  
Various styles and sizes  
available



**Executive Bins**  
Various styles and sizes  
available



**Roll On Roll Off Skip**  
For extra large loads a skip  
can be supplied



**Desk Tray**



**Cardboard Bin  
/Bag Holder**



**Nylon Sack &  
Security Seal**  
Paper sacks  
also available

## Quills Group - Recycling Services



**Enquiries: [sales@quillsuk.co.uk](mailto:sales@quillsuk.co.uk)**