

# Home Recycling Basics

This playbook outlines the fundamental steps to sort and manage recyclables in a household. It aims to provide an easy-to-follow procedure for individuals looking to contribute to environmental sustainability by recycling effectively at home.

## Step 1: **Gather Materials**

Collect all materials to be recycled from around your home. This includes paper, plastic, metal, glass, and cardboard.

## Step 2: **Sort Recyclables**

Separate the collected materials into categories: paper, plastic, metal, glass, and cardboard. Refer to your local recycling guidelines for specific sorting rules.

## Step 3: **Clean Items**

Rinse out or clean any containers that held food or liquid to avoid contamination. Remove any non-recyclable parts like plastic lids or pumps.

## Step 4: **Flatten Cardboard**

Break down cardboard boxes and flatten them to save space in your recycling bin and to make transportation easier.

## Step 5: **Check Local Guidelines**

Review the recycling rules specific to your local area, which could include schedules for pickup, accepted materials, and how to prepare items.

## Step 6: **Store Correctly**

Store sorted recyclables in designated bins or containers. Place them in the appropriate area for curbside pickup or take them to a recycling center if required.

## **General Notes**

### **Hazardous Materials**

Do not include hazardous materials, like batteries or electronics, with regular recyclables. These require special handling and should be taken to designated disposal facilities.

### **Donation Option**

Consider donating items that can be reused before recycling. This can include books, clothes, and electronics.