



RECYCLING



# RECYCLING

## The Battery Bank



The principle of Shield Batteries recycling service is straightforward; we will provide you with one or more containers, Battery Banks, to store your waste batteries safely as they arise. When the container is nearly full, you simply contact Shield Batteries, and we will arrange a few days later to remove the full bin and leave an empty one in its place. It is important that you monitor your Battery Bank to ensure you give us adequate notice to plan your collection, rather than waiting for it to be filled before calling us.

When you contact us, your collection request will be dealt with by our customer services team. All the necessary details will be taken to enable us to make the collection. This information will appear on the consignment note you will be asked to sign by the driver; therefore it is essential that the battery details are correct.

The details of your collection will be entered into our database, and once all the information is verified our customer services department will plan the collection. Because we can only plan collections a few days ahead, we may not know immediately when your collection will take place.



- All batteries collected will be recycled.
- We will never dispose of material in a manner that contradicts customer's requirements.
- No batteries will be sold for re-use.
- We always provide the documentation required to meet legislative requirements ruling at the time of collection.
- All collections requiring weighing are done so by using 'weights and measures' approved weighing equipment.
- Batteries will be collected within 10 days of collection request.
- Tailored customer waste collections available upon request.



Detailed below are the instructions on how the scheme runs and some pointers to consider with regard to placing the Battery Bank. The aim is for the scheme to be as simple as possible, but if you do have any questions or problems, then please contact our customer services department.

### Placing the Battery Bank

Please ensure that the Battery Banks are kept in a secure place. They can be positioned outside, but should not be in a place where unauthorised people can access when unsupervised or when the site is closed. Shield Batteries charge a deposit for containers and lids, should Battery Banks get damaged or stolen.

If stored outside try and keep the lid on at all times, so it does not fill up with rainwater. If a lot of water should get in, do not drill or drain the Battery-Bank in any way – it is designed to contain contaminated liquid.

Ideally the Battery Bank should be placed on a sound concrete surface, and be in easy reach of the vehicle that will come to collect it. Remember, it weighs over a tonne when full, and so cannot be moved up steps, over gravel or through single doors etc.

### Filling the Battery Bank

Try and make sure that the Battery Bank is packed carefully in layers to maximise the amount of batteries. When packed well and right to the top, the Battery Bank, will contain over a tonne of batteries, poor packing can easily halve this amount and there are charges for collecting less than 1 tonne. (60-80 car batteries = 1 tonne depending on size). As a guide, 65 of part number 065 automotive type batteries is roughly equal to 1 tonne.

### Filling with the correct type of batteries

The Battery Bank provided is for a specific type of battery, either lead acid or non lead acid. It can be dangerous to mix 'wet' automotive and commercial batteries with other types of batteries. We can provide additional Battery Banks for other battery types if required. Please make sure Ni-Cad and Lithium batteries are not mixed with other battery types, as they are highly flammable and potentially explosive. Regulations for Ni-Cad and Lithium batteries are more stringent than those for other portable waste batteries, and require different packing procedures.

### Requesting a Collection - All sites must be registered

When the Battery Bank is nearly full, call fax or e-mail Shield Batteries, giving address details of collection point. You will be asked to give an estimate of how full the Battery Bank is (60-80 assorted batteries).

If your site has any restrictions to opening hours, access, parking etc, let us know so we can factor them into the time of the collection. We will ask for an order number for every collection because in some cases charges will be made, for example if the collection is less than 1 tonne. Make sure that you have an order available, without it the collection cannot be logged on our system.

Once your collection request has been logged in our system, you will be given a Collection Request Number; this relates to this particular collection and referring to it will be the easiest way to make changes, request information or cancel the collection if necessary. Please note that all collection points must be registered, in which a registration number will be asked for by the driver. If the site is not registered, no collection can be made.

### Getting paid for your scrap

Once the scrap has been collected, we will inform you of the total weight from the collection and ask you to raise Shield Batteries an invoice based on the value agreed with your Shield Batteries representative. Shield Batteries will then arrange payment which can take up to 30 days thereafter.

**Our aim is to get to your site within 10 working days, so remember to leave yourself enough capacity to collect another 10 days worth of batteries after the collection request is made. When the collection vehicle arrives, the driver will have the correct documentation with your company name address on it.**

