

# Standard Operating Procedures

## for reusable bin liners

### Background



For further information please see our Sustainability Ratings Charts and Decision Tree for reusable bin liners.

Every second around **160,000 plastic bags are used**, many of which are single-use bin liners. **Less than 1% of them are recycled**, instead they often end up in nature and landfills where it takes hundreds of years for them to break down, and in doing so they leave very small plastic pieces behind that have already been found in marine species that are consumed by humans.

Bin liners are regularly identified as one of the most difficult plastic items to avoid by many businesses across a range of sectors. Some businesses wish to avoid bin liners altogether, to do so requires processes and procedures to ensure that bins are kept clean, and that housekeeping staff are able to operate safely. Firstly, you will need to decide if you will go liner free in all bins, other whether you will go liner free for dry, mixed recycling and have a liner for organic waste. This will very much depend on the type of business and the type of customer demographic.

We created two Standard Operating Procedures to support businesses in finding the most suitable option.

## Steps to consider when removing single-use plastic liners

- 1 Decide if the liner will be replaced with another item e.g. a newspaper or a large leaf that protects the base of the inner cylinder.
- 2 Ensure that **suitable communications** are provided so that guests know how to dispose of waste, particularly if there is more than one bin in the guest room/bathroom.
- 3 For liner free bins, housekeeping staff can **empty the contents directly into a large bag** (single-use or reusable).
- 4 If the **inner cylinder is not soiled**, use a cleaning/sanitising spray and **wipe thoroughly**.
- 5 If the **inner cylinder is soiled**, remove the cylinder and **wash thoroughly** in the shower unit and allow to dry thoroughly (turning it upside down will help) before replacing it within the bin structure.

- 6 Bins without liners should be **checked daily and emptied if necessary**. It is important to remember that a bin without liner may be contaminated even without being visibly soiled, so there should be a frequency of washing set regardless of the visible condition (this washing process should be designed to avoid overuse of toxic cleaning chemicals).
- 7 For hotels operating minimal housekeeping services as a COVID measure, ensure customers are informed that they can request that their bins be emptied daily.

## Steps to consider when using reusable bin liners

Reusable, washable bin liners are recently new to the market but increasing in popularity. Follow these steps to ensure that the waste is dealt with safely and hygienically by using reusable bin liners.

- 1 Insert reusable bin liner into a clean bin.
- 2 **Remove waste when necessary**, ideally **separating it for recycling** where possible. Any dry recycling can be deposited into a larger bin attached to the house keeping trolley. Any organic waste can be deposited into a large waste liner (ideally made from potato starch) attached to the housekeeping trolley.
- 3 If the **bin liner is not soiled, leave it in place** and use a cleaning/sanitising spray and **wipe thoroughly**.
- 4 If the **bin liner is soiled, replace it with a clean one** and store the soiled one in a specific place on the housekeeping trolley where it cannot contaminate other products.
- 5 **Soiled reusable bin liners should be washed** and dried according to the manufacturer's instructions. It is important to remember that a reusable liner may be contaminated even without being visibly soiled, so there should be a frequency of washing set regardless of the visible condition.
- 6 Store dry bin liners ready for use.

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