

HOW TO USE YOUR OKI RECYCLING BIN

OKI

1) ASSEMBLING YOUR BIN

- a. Assemble your recycling bin and lid.
- b. Place one of the red recycling bags inside the bin and replace the lid, taking care not to lose the tie wraps provided with the bags.
- c. Locate the recycling bin in a convenient location.



2) USING YOUR BIN (Please note: No cardboard or polystyrene in the bin)

Follow these steps for using the bin:

Toner Cartridges:

Place used toner cartridges in the green or white plastic bag provided with the new cartridge and seal the bag(s) with the self-sealing strip. If there is no bag provided please use any suitable plastic bag which does not have holes and seal with tape. Place the bag containing the toner cartridge in the recycling bin.



Fuser Units:

IMPORTANT! The fuser unit can be extremely hot. Only ever hold it by the handle at the top and replace it exactly as shown in the instructions. Place the used fuser unit in a safe place to cool. Once cool, place in the recycling bin.

Image Drums (EP Cartridges):

If you have replaced the toner cartridge at the same time as the image drum, please leave the used toner cartridge locked in place in the used drum, and place in a plastic bag (without holes) and seal with tape, or place in a suitable box.

If you are only replacing the image drum, please place the orange plastic strip that is fitted across the new drum into the used drum as shown in the image on the right (please note that the drum may look different to the one illustrated). Then place the used drum inside a plastic bag without holes and seal with tape.

Place in the recycling bin.



Transfer Belts:

Place the used transfer belt unit in the recycling bin.

Waste Toner Bottles:

Simply place the used toner bottle in the recycling bin.

Ribbons:

Simply place the used ribbon cartridge in the recycling bin.

2) WHAT TO DO WHEN YOUR BIN IS FULL (Please note: Full Bins Only)

- a) Please package the recycling bin as demonstrated in the images below:



PLEASE NOTE:-The carrier may refuse to collect the recycling bin if it is not securely packaged

- b) Visit our website to request the collection of the bin(s):

<http://www.oki.com/uk/printing/support/consumables-recycling/index.html>

If you have any questions regarding our recycling scheme, please call us on +44 (0)1784 274378 or email: recycling@okieurope.co.uk