

# RECYCLING BEVERAGE CARTONS IN THE UK MILL

This document has been designed to give you the essential operational information required for sending bales of used beverage cartons to Sonoco Alcore's mill near Halifax, UK. Each of the steps set out in this document must be taken before a load of used beverage cartons can be accepted at the mill.

## STEP

# 1

Email the ACE UK team at [enquiries@ace-uk.co.uk](mailto:enquiries@ace-uk.co.uk) to set out what the current situation is with your Local Authority (LA)/ Waste Management Company (WMC).

## STEP

# 2

If you are happy with the parameters set out for using the carton mill at Halifax (including the baling specification – see final page of this document), we will give you a unique customer reference number that will be recognised by both ACE UK and Sonoco Alcore. This number will then be referenced on all of your documentation.

## STEP

# 3

If you are new to beverage carton recycling, when you have an initial bale, you should send representative photos to [enquiries@ace-uk.co.uk](mailto:enquiries@ace-uk.co.uk) for confirmation to proceed. This is preferable to collecting a full load only to be told that it is too contaminated to be processed at the mill. When you have a full load (please see Note 1 on page 2 of this document about load sizes) we will require photos of the bales that you want to send to the mill. This will allow us to assess the quality of the bales and ensure that they are not rejected at the mill.

The photos will have to show a good representation of the load that you want to have collected. Please see Note 2 on page 2 of this document for more detail on rejected loads. We will operate a traffic light system for suppliers (see Note 3 on page 2 for more detail on the traffic light supplier system).

## STEP

# 4

If ACE UK has confirmed that you can proceed with a delivery to the mill, you then need to decide which haulage option you wish to choose. You have three options:



**Get a haulage quote from Sonoco Alcore and use them as your haulage partner. Telephone: 01422 253938 and ask to speak to Bryan Rhodes.**



**Get a quote from Recycling UK and use them as your haulage partner. Telephone: 01270 611444 and ask to speak to Alex or James.**



**Find/ use your own reputable haulage partner (please ensure curtainsiders are used, not containers).**

## STEP

# 5

Once ACE UK is happy with the quality of the load that you wish to send, they will supply you with a unique Purchase Order Number (PON). If you are a new customer, that PON will only be given if you have sent photos and the load has been approved by ACE UK. This process cannot be circumnavigated by going direct to Sonoco.

No matter who is undertaking the haulage, the load booking process at the mill is the same. The haulier (unless you are using Sonoco Alcore) or you has to phone the Sonoco Recycling Team on 01422 253938 (8.00am – 5.00pm Mon to Thurs and 8.00am - 12.00pm Fridays) to arrange a day for the load to arrive. Same day deliveries are not permitted and at least 24 hours' notice is required.

## STEP

# 6

When the haulier arrives at the site they will be asked for their unique Purchase Order Number. Without it the haulier will not be allowed to unload. Therefore you are directly responsible for ensuring that the haulier has the number that was provided by ACE UK.

Collections can be received between 6.00am & 3.30pm Mon - Thurs and 6.00am to 12.00pm on Fridays. The mill address is Sonoco Alcore, Stainland Paper Mill, Holywell Green, Stainland, Halifax, HX4 8NU.

Once approval has been given to unload the baled used beverage cartons the haulier will be asked to weigh on, unload and then weigh off. All of the payments generated for used beverage cartons are done so using the weight recorded at the mill.

## STEP

# 7

The system for paying the revenue gained from used beverage cartons will depend on which haulage option you choose:



### Option 1 SONOCO ALCORE

- 1 – Set up a 'self bill' account via ACE UK.
- 2 – Agree a haulage rate, delivery date from Sonoco Alcore and get a unique Purchase Order Number (PON) from ACE UK.
- 3 – Haulier arrives on site, quotes PON, weighs on, unloads and then weighs off.
- 4 – Using the weighbridge ticket, Sonoco Alcore calculates the load weight and multiplies that by £55 per tonne minus the cost of haulage.
- 5 – Sonoco pays the owed amount direct to your 'self bill' account.
- 6 – You will be given an annual waste transfer note by Sonoco Alcore.



### Option 2 RECYCLING UK

- 1 – Set up an account with Recycling UK and a self bill account with Sonoco Alcore.
- 2 – Agree a haulage rate and delivery date with Recycling UK.
- 3 – Get a Purchase Order Number (PON) from ACE UK.
- 4 – Haulier arrives on site, quotes PON, weighs on, unloads and then weighs off.
- 5 – Using the weighbridge information, Recycling UK calculates the load weight and multiplies that by £55 per tonne minus the cost of haulage.
- 6 – Recycling UK issues your invoice for owed amount.
- 7 – Sonoco Alcore issues self bill payment.
- 8 – You will be given a waste transfer note by Recycling UK each time a load is delivered.



### Option 3 OWN HAULIER

- 1 – You liaise with a haulage company of your choice.
- 2 – Set up a 'self bill' account via ACE UK.
- 3 – Agree a haulage rate, delivery date and get a unique Purchase Order Number (PON) from ACE UK.
- 4 – Haulier arrives on site, quotes PON, weighs on, unloads and then weighs off.
- 5 – Using the weighbridge ticket, Sonoco Alcore calculates the load weight and multiplies that by £55 per tonne.
- 6 – Sonoco pays the owed amount direct to the bank account using the details you provided. Your chosen haulage company invoices you for the transport and you pay.
- 8 – Your chosen haulage company must provide you with a waste transfer note.

**Note 1 - Load sizes** - Most haulage is based on an articulated lorry load of about 26 tonnes. Depending on how well your baler compacts cartons, a 26 tonne load could consist of 26 – 52 bales. To help smaller hubs/MRFs, Sonoco is willing to accept a minimum load of 10 tonnes.

Not all Local Authorities/ waste companies are going to be able to reach a full 26t load of baled used beverage cartons (UBC) each time that a collection is required. Where this applies, Sonoco Alcore may be able to receive a load of baled Non UBC (other laminated packaging) to make up the rest of the 26 tonne load. For instance, a Local Authority waste company that has 8 tonnes of baled cartons ready for collection could gain a better pay load by filling the remaining wagon space with 16 tonnes of baled Non UBC.

The bales cannot be a mix of beverage cartons and Non UBC. The used beverage cartons would receive the standard £55 p/t and the Non UBC would receive the going rate from the mill for that week based on fibre yield. To ensure that the right tonnages are captured on the mill site, the lorry would be weighed on, the used beverage cartons would be unloaded, the lorry would be weighed again and then the Non UBC bales can be unloaded. This will allow a tare weight for both material streams. You will receive a separate payment for each material stream.

**Note 2 – Rejected loads** - For Local Authorities/ waste management companies that haven't previously worked with ACE UK when recycling their cartons, it will be essential that the loads are assessed before they are collected and sent to the mill. Therefore, if you are a new contact we will require photos that are representative of your full load, for the first three loads or until such times that we are assured that the quality matches the requirements set out in the baling specification. The full baling specification is available from [www.ace-uk.co.uk](http://www.ace-uk.co.uk)

If you send us through the photos and the load does fit the specification then you will be able to proceed with the collection and subsequent delivery as outlined in Step Four at the beginning of this document.

If you send us through the photos and the load does not fit the specification then we will tell you what needs to be remedied before you submit the next set of photos. If you cannot sort and bale cartons to the specification, you will have to find another outlet for them and if applicable the Local Authority involved will be informed.

If photos have not been received, a Purchase Order Number will not be released by ACE UK and therefore the load will not be accepted under our traffic light system for suppliers.

**Note 3 – Traffic light system for suppliers** - To ensure that contaminated loads do not arrive at the mill, creating issues for all involved, we will operate a red, amber, green system to ensure that each Local Authority/ waste company is aware of and adhering to the baling specification:

**Green** – The supplier is already known to us and the quality is within the baling specification or the supplier has provided three loads that have been within the baling specification and are now placed on green status.

**Amber** – All new suppliers will be placed on amber until we are assured that they are able to bale to the specification. Amber requires the supplier to provide a photo of their first ever bale of used beverage cartons (for each load) to ensure that the quality is right from the start and then subsequent photos for every load thereafter until we place you on Green.

**Red** – The supplier has not been able to bale to the right specification and requires a site visit from a member of the ACE UK recycling team. A PON will not be given and loads will not be accepted at the mill until they have moved up to amber.

# BEVERAGE CARTON BALING SPECIFICATION

## LOAD SIZE

A full load is about 26 tonnes (depending on the weight of your bales) which generally is a full articulated lorry load. To help smaller hubs/MRFs Sonoco is able to accept a minimum load of 10 tonnes.

If you are unable to reach a full load before your used beverage cartons require collecting, contact us at [enquiries@ace-uk.co.uk](mailto:enquiries@ace-uk.co.uk) to discuss your options as we may be able to help you create a split load with others in the same position.

## TARGET MATERIALS

Sonoco Alcore will only accept bales of single stream cartons (Used Beverage Cartons (UBC) and pre consumer beverage cartons (Non UBC)). Beverage cartons can be used to package juice, long life milk, chopped tomatoes, pulses and wine. Caps and straws can be left on/in the carton as these too will be processed. If you are unsure what a carton is please email us at [enquiries@ace-uk.co.uk](mailto:enquiries@ace-uk.co.uk) and we will take you through the acceptance criteria.

## BALE TOLERANCES

The bales should only contain beverage cartons, although the following tolerances are accepted:

- Up to 2% 'acceptable contamination' - liquid from the product
- Up to 5% 'tolerated contamination' - other fibre based products such as cardboard or paper
- No 'prohibited materials' to be present – see below list

## PROHIBITED MATERIALS

- Aluminium foil other than that in the carton structure (tin foil/ take away trays etc)
- Pins, staples, rubber bands etc
- Rubble, sand and any other building materials
- Polystyrene
- Metal cans/ tins
- Glass of any sort
- Textiles
- Plastic bottles, yoghurt tubs, plastic food trays, shrink wrap etc.
- Anything that is not a carton or part of a carton

## INITIAL LOADS

If you are new to beverage carton recycling, when you have an initial bale, please email representative photos to [enquiries@ace-uk.co.uk](mailto:enquiries@ace-uk.co.uk) for confirmation to proceed. This is preferable to collecting a full load only to be told that it is too contaminated to be processed at the mill.

## DELIVERY FORMAT

Sorted used beverage cartons must be pressed in compact, dry, stable bales using steel wires only and tied sufficiently so that they remain intact during loading and unloading.

Bales **cannot** be shrink wrapped – these will not be accepted at the mill.

Bales **cannot** be placed on pallets – these will not be accepted at the mill.

In pre-agreed cases, a cardboard outer layer can be used to sure the bales up.

## ADHERENCE

All specifications listed in this document must be adhered to. Sonoco Alcore and ACE UK work together to assure the quality of the used beverage carton bales processed at the mill. Therefore, both parties reserve the right to reject loads that do not conform to this specification.

**It is worth noting that ACE UK has operated this baling specification and photo system since 2007. In that time there hasn't been one single rejected load, on the contrary European mills have preferred accepting UK beverage cartons over other country's because of the quality available from the UK.**