

Ethical

secure and precise
way to dispose of
your documents



Great care is taken
of the documents our
customers place with us.
And when those documents
come to the end of their
lifecycle, be assured that
our level of care and quality
of service is maintained.

Service and security

We offer a variety of sacks and secure containers for in-house collection of documents for shredding. These will be collected on demand or to an agreed collection date.

Documents are shredded, under video surveillance, within 24 hours of collection. Certificates of destruction are provided for each batch of documents destroyed.

All paper is destroyed under written contract with Box-it, while our advanced barcode system ensures a fully audited document trail. Documents destroyed on our customers' behalf are recycled to produce new paper-based products in line with legislation on the pre-treatment of waste.

Box-it is committed to recycling and we strive to help our customers achieve similar standards of excellence. We are the first in our sector to achieve ISO 14001 (environmental management systems accreditation). Working in partnership with the Castle Howard Arboretum we plant new trees on our customers' behalf.

Gone, but not forgotten

Since the implementation of the Data Protection Act in 1998, organisations need to take much more care over the destruction of any data containing personal information such as customer records, payroll data or personnel details.

However, many organisations are still failing to comply

Disposing of any level of confidential information in ordinary bins and hoping that it will be safely destroyed or removed from prying eyes is just not good enough. Nor is it sufficient to depend on a paper recycling company that does not fully understand the legal obligations of the Act – breaching these obligations is a criminal offence and can lead to unlimited fines, prosecution and even enforced business closure for both the document destruction supplier and their customer.

A vital part of any secure document destruction policy is therefore to find a reliable document destruction supplier who offers a service that is demonstrably safe, secure and which will minimise the risk of breaching the in Data Protection Act.

As a specialist supplier of document recycling and destruction services, Box-it guarantees that all our processes meet the intent of the Act. At every stage, from collection to transportation, tracking and shredding, we work with our customers to protect the security and safety of all sensitive business data.

Confidential and Compliant

Box-it provides a secure document destruction service, ensuring data confidentiality every step of the way. Documents are shredded, under video surveillance, within 24 hours of collection. Certificates of destruction are provided for each batch of documents destroyed.

An environmental responsibility

Documents destroyed on our customers' behalf by Box-it are recycled to produce new paper-based products in line with new legislation on the pre-treatment of waste as amended in October 2007.

Box-it is dedicated to an environmental policy which ensures that its operations meet the requirements of the Environmental Management standard ISO 14001:2004.

Accordingly, Box-it takes environmental concerns very seriously and applies eco-friendly practices across the whole business where possible.

Shredding services in brief

- Secure Nationwide Shredding Services
- Environmentally Approved
- Achieve Compliance with DPA
- Collection Scheduled or on Demand
- Certified Destruction

Find out more

If you would like to discuss how Box-it can help your organisation call us on

Freephone 0800 22 07 07

or email marketing@boxit.co.uk