



Comune di  
Maracalagonis



**A PRACTICAL  
GUIDE TO  
RECYCLING.**

# Sort Your Waste



Waste sorting and recycling is the easiest way to **return materials to the environment by transforming them into precious resources.**

The activity carried out by each of us in separate collection is very important: by correctly separating waste, **we recover materials useful** for the production of new products, thus **safeguarding the environment and resources.**

**SEPARATED WASTE COLLECTION IS AN OBLIGATION UNDER THE LAW AND THE REGULATIONS OF THE COMPETENT AUTHORITIES. FAILURE TO COMPLY AND THE ILLEGAL DUMPING OF WASTE ON PUBLIC LAND SHALL RESULT IN ADMINISTRATIVE SANCTIONS.**



**Check the symbol!**  
READ THE LABEL

**Look for the symbols** on the packaging – **it will be easier** to determine the material the item is made of!

# General Regulations

## SOME GENERAL RULES FOR PROPER DOOR-TO-DOOR WASTE COLLECTION

- **Put out** the bins only on the **days** and **times** indicated in the calendar. Waste put out on **days other** than those scheduled or **not in** accordance with the collection type **will not be** picked up.
- Dispose of waste only in the **dedicated bins/bags**.
- Take the bin back inside the private property after the collection has been carried out.
- Only dispose of waste using the **equipment provided free of charge** by the Municipal Administration and Gesenu SpA.

**INFRINGEMENTS MAY RESULT IN SANCTIONS.**

## WHEN YOU BUY

Choose items with **less packaging** and, if possible, opt for **loose** or **refillable** products.

Avoid disposable and single-use **products** and take a reusable bag with you going shopping.

**Buy as much as you need** without exceeding and always check the expiration dates.

**Do not buy packaged** products **that don't provide details** about the material they are made of.

# Some Tips

## AFTER USE

**Let's reduce the volume** of the packaging, to avoid taking up too much space.

Place bins and bags, always **tightly closed**, in front of your home or business on public land, in a location easily accessible to the collection vehicles.

When putting out the **bins/**, leave the handle to prevent stray animals from opening the lid.



# Organic Waste

Use the **brown bin**

## WHY WASTE SORTING?

Organic residues can be transformed into biogas and compost, which is used to produce quality organic fertiliser.



## **CLOSE THE BAG TIGHTLY!**

put your waste into **Biodegradable and compostable bags.**

**DO NOT USE PLASTIC BAGS**



## WHAT TO DISPOSE OF

- Fruit and vegetable scraps and peels
- Meat and fish in small pieces
- Dairy
- Eggshells and nutshells
- Coffee grounds and teabags
- Used or soiled paper napkins and tissues
- Kitchen paper towels
- Cork, sawdust and wood ash (*well extinguished and bagged*)
- Biodegradable cat litters
- Seafood shells
- **Bioplastic compostable plates, cups and bags**



## WHAT NOT TO DISPOSE OF

- **Nappies/diapers and sanitary napkins**
- **Cigarette butts**
- **Gauze and plasters**
- **Large bones**
- **Animal droppings**

# Compostable Bioplastic

Compostable bioplastic is an innovative material, as a sustainable alternative to traditional plastic.

Properly recycle this waste with organic waste so it can become compost, a valuable nutrient for our soil.



**Check the symbol!  
READ THE LABEL**



7

Biodegradable and compostable plastic

SEPARATED COLLECTION OF ORGANIC WASTE



Correctly identifying compostable bioplastic packaging is really easy – just read the label!

The presence of even just one of these symbols guarantees that you can toss compostable bioplastic products in with organic matter, since it certifies the biodegradability and compostability characteristics required by EN 13432.



## Domestic Composting

Composting is a practical and environmentally-friendly way to dispose of organic waste.

If you have a garden or vegetable patch, request a composter, a good recycling practice that will allow you to produce a natural soil useful for fertilising plants and vegetables.



# Paper and Cardboard

Use the  
**Blue bin**

## WHY SEPARATE WASTE?

Paper waste is turned into recycled paper whilst cardboard waste is transformed into new cardboard, saving resources and energy.



## WHAT TO DISPOSE OF

- Newspapers, books and magazines
- Brochures and flyers
- Old notebooks and catalogues
- Paper bags
- Cartons
- Cardboard boxes and wrappers
- Pizza boxes  
*(if not too dirty)*
- Paper tablecloths



**Check the symbol!  
READ THE LABEL**



**PAP 20**  
Corrugated cardboard.  
Mainly used for boxes and packaging.



**PAP 21**  
Non-corrugated cardboard.  
Often used for food packaging.



**PAP 22**  
Plain paper.  
Paper for newsprint and food.



**CA** Polycarbonate cardboard.  
Product with the presence of other materials in addition to paper, e.g. tetrapak.



**C/PAP, 81**  
Polyacrylate/paper,  
plastic

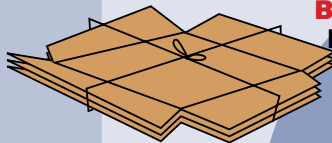
## PLASTIC BAGS ARE NOT PAPER!

If you collect your paper waste in plastic bags at home, empty only the paper into the bin.



## WHAT NOT TO DISPOSE OF

- Receipts (*chemical/carbon paper*)
- Deli paper, sticker backings  
*(plastic-coated/paraffined paper)*
- Paper towel
- Packaging tape
- Baking paper



## BREAK DOWN THE BOXES!

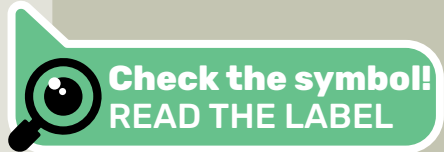
**Press and fold cardboard** boxes to reduce their volume.

# Glass and Metal Packaging



## WHAT TO DISPOSE OF

- Glass bottles and jars  
*(remove the steel or aluminium caps)*
- Metal cans and jars for food *(tuna, meat, vegetables, pet food)*
- Aluminium cans
- Steel or aluminium caps or lids
- Aluminium food trays *(not too dirty)*
- Aluminium tubes *(mayonnaise, creams, etc.)*
- Empty paint tubs
- Nails, screws, wire and small metal materials from household maintenance



Use the **Green bin**



## WHAT NOT TO DISPOSE OF

- **Drinking glasses**
- **Neon and light bulbs**
- **Plexiglass, Ceramic or Porcelain**
- **Mirrors or Crystals**
- **Pyrex and oven glass**
- **Containers labelled as hazardous**



## Glass

**GL 70**  
(Transparent glass)  
Used for jars and bottles, for example.



**GL 71**  
(Green glass)  
Used for bottles, for example.



**GL 72**  
(Brown glass)  
Used for bottles, for example.



## Metals

**ALU 41** (Aluminium)  
Used in cans and in kitchen packaging, for example.



**FE 40** (Steel)  
Mainly used for food cans and tins such as canned tuna.



**LARGE OBJECTS**, such as demijohns, should be brought to the **Household waste recycling centre**.



# Plastic Packaging

Use the **Yellow bin/bag**

## WHY SEPARATE WASTE?

Used packaging material is sent to facilities where it is sorted based on the product type and according to the material it is made of, to then be processed in order to create new products.



## REMOVE FOOD RESIDUES!

Plastic does not need to be washed, but in the case of very dirty packaging/containers, it is a good idea to simply rinse them to avoid bad smells.



## WHAT TO DISPOSE OF

- Disposable plastic plates and cups (*free of food residues, not if in compostable bioplastic*)
- Plastic packaging – empty drink bottles, food trays
- Rigid plastic or polystyrene confectionery packaging, transparent food boxes
- Plastic snack packages
- Soap and detergent refill bottles and sachets
- Containers for yogurt, cream cheese, desserts or beverages
- Fruit and vegetable mesh bags
- Plant pots (*maximum diameter 15 to 20 cm*)
- Food bags and films (*pasta, rice, crisps, candies, snacks, etc.*)
- Shopping bags (**no compostable bioplastic**)
- Polystyrene (*if bulky, break down into smaller pieces*)



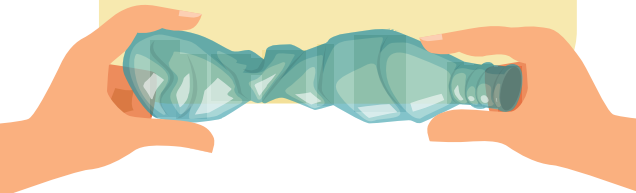


## WHAT NOT TO DISPOSE OF

- All plastic items that are not packaging
- Toys, durable plastic goods (chairs, tables, colanders, etc.)
- Plastic furniture and artefacts
- Electrical and electronic equipment
- CDs, DVDs, cassettes and VHS
- Plastic slippers
- Tetra Pak beverage cartons
- Photographs and photographic films
- Pens, markers, umbrellas, disposable razors
- Nappies/diapers
- Disposable cutlery

### CRUSH THE BOTTLES!

To reduce the volume, squash the bottles horizontally and screw on the cap



## Check the symbol! READ THE LABEL



**PET** (Polyethylene Terephthalate)  
Used in beverage containers, food packaging and textiles.



**HDPE** (High Density Polyethylene)  
Present in plastic bags, containers of various types and kitchen utensils.



**PVC** (Polyvinyl Chloride)  
Very resistant plastic. Used for windows, construction pipes, electrical cables and vinyl flooring.



**LDPE** (Low Density Polyethylene)  
Used for various containers, disposable bottles, detergent containers and thin packaging coatings.



**PP** (Polypropylene)  
Used in medical or laboratory tools, caps and labels



**PS** (Polystyrene)  
Specifically used as an insulator in construction and as protection in packaging for goods and products.



**OTHER** (e.g., BPA, polycarbonate, LEXAN, PLA)  
These types of plastics do not fall into the previous categories but can still be disposed of in with plastics. This group also includes Bioplastics, bearing the number 7 accompanied by the wording "Compostable/Ok Compost", meaning the waste will have to be disposed of in with organic waste.



# Non-Recyclable Waste

Use the  
Grey bin



## WHAT TO DISPOSE OF

- Nappies/diapers and bed pads
- Sanitary napkins
- Plastic cutlery
- Rubber and plastic toys
- Coffee capsules in hard plastic
- CDs, DVDs, cassettes and VHS
- Ceramic, porcelain, Pyrex and glass-ceramic objects
- Household vacuum cleaner or broom rubbish
- X-rays, photographic rolls and slides
- Incandescent light bulbs
- Pens, markers and stationery in general
- Toothbrushes and sponges
- Greaseproof, plastic-coated and thermal paper (receipts, faxes, etc.)
- Baking paper, dirtied paper and wet wipes
- Pantyhose and stockings
- Cigarette butts (well extinguished)
- Rugs, rags, cloths and worn clothing
- Garden hoses
- Mirrors and crystals
- Drinking glasses



**NON-RECYCLABLE WASTE DOES NOT MEAN THAT YOU CAN MIX WASTE TO AVOID SORTING IT!**

This bin is only for waste that cannot be recycled – not just for anything you don't want to sort out.



## **TIE THE BAG UP TIGHTLY!**

Throw the rubbish away after having bagged it correctly! in a transparent or semi-transparent bag

# Garden Waste



**Households** can request the garden waste collection service **once a month**.

The collection day is **Tuesday**, the maximum quantity for each collection is equal to 5 boxes (fruit wooden case size) or 5 tied bundles or 5 biodegradable bags

What is the proper way to dispose of garden waste?

For information and updates, always consult the **Gesenu.it** website in the section of your municipality on the dedicated page

# Used cooking oil



## HOW IS USED VEGETABLE OIL RECYCLED?

Used oil may be disposed of in the appropriate containers, stored in plastic bottles or flasks, closed with their caps:

1. **Pour the cooled oil** into a plastic bottle
2. Close the bottle **tightly**
3. **Place** the plastic bottle inside the bin

The used cooking oil can be disposed of at the Household waste recycling centre



# Bulky Waste Collection

How to dispose of bulky waste correctly?

*Just pick up the phone!*

**Free call, free pick-up.**

For information and updates, always consult the **Gesenu.it** website in the section of your municipality on the dedicated page

Disposing of large-scale refuse is **easy and free of charge**, thanks to a pick-up service available by appointment.

Users who wish to dispose of **bulky materials** (wardrobes, sofas, mattresses, metal bed frames, furniture, armchairs, chairs, desks, refrigerators, monitors, televisions, washing machines, water heaters, etc.) can contact the Gesenu Customer Office and arrange an appointment **to collect at home a maximum of 4 medium-sized pieces, specifying the type and size of the material.**

## **How?**

Contact the Gesenu Customer Office (see the contact details in this guide) to book this service.

## **How and when does collection take place?**

The Customer Office will communicate the date of collection and the evening before the user must put the bulky item next to their house number outside the property.



Those who want to dispose of bulky waste immediately can avail of the **Household Waste Recycling Centres** for direct disposal of both reusable goods and bulky waste.

# Nappy/diaper collection



Firstly, it is important to remember that nappies/diapers should normally be disposed of in the dedicated **Non-Recycling Waste** bin.

In addition to the normal collection service, families in difficulty, needing to dispose of many nappies/diapers, can benefit from an additional free collection dedicated to this type of waste.

## **How to avail of the service:**

To obtain this service, you must first contact the **Gesenu Customer Office** to verify if you are **eligible** for the **activation of the** service; in case of confirmation, fill in the request form in the name of the user who is the holder of the garbage-collection tax, with an attached copy of the identity document and/or any delegation if the applicant is not the actual garbage taxpayer. The form must be returned by hand to the Gesenu Customer Office or sent by email to [ufficioclienti@gesenu.it](mailto:ufficioclienti@gesenu.it)

Free collection service for nappies/diapers of babies, the elderly and hospital patients.

For information and updates, always consult the **Gesenu.it** website in the section of your municipality on the dedicated page



# Household Waste Recycling Centres

## What can you take?

- batteries
- tube fluo and other tubes containing mercury
- exhausted toner
- WEEE (any electrical and electronic materials)
- Bulky items (Sofas, Armchairs, etc.)
- Garden waste
- Vegetable Oil (Frying Oil, etc.)
- Expired medicines
- Spray cans
- Rubble and DIY waste
- Paper/cardboard
- plastic
- glass
- cloths and fabrics
- wood

### HOUSEHOLD WASTE RECYCLING CENTRE MARACALAGONIS

Strada Provinciale 15 snc

• **Open all year round at the following times:**

Monday | Wednesday | Friday | Saturday  
from 8:00 am to 12:00 pm

Tuesday | Thursday from 2:00 pm to 6:00 pm

Closed on Sunday

### HOUSEHOLD WASTE RECYCLING CENTRE TORRE DELLE STELLE

**PLEASE NOTE HERE IT IS NOT POSSIBLE TO CONFER RUBBLE AND DIY WASTE AND LARGE WEEE**

Via dello Scorpione snc

Open at the following time:

• **Summer timetable:**

*(from 1st June to 30th September)*

Monday to Saturday from 3:00 pm to 7:00 pm

Sunday from 8:00 am to 12:00 pm

• **Winter timetable:**

*(from 1st October to 31st May)*

Monday | Wednesday | Friday closed

Tuesday | Thursday | Saturday from 3:00 pm to 5:00 pm

Closed on Sunday

In the Municipality of Maracalagonis there are **two "Recycling Centres"**.

The Household Waste Recycling Centres are equipped areas that allow citizens to dispose of all waste free of charge that, due to its size or type, cannot be placed in household bins.



## Eco-help desk

In the municipality of Maracalagonis, **two Eco-help desks (URP)** will be opened, dedicated to all users of the Municipal territory, which will guarantee the correct computerised management of waste collection equipment, the delivery of the bins, the signing/transfer or termination of the contracts, the distribution of information material, reports and any other service provided.

### **Eco-help desks will be opened at:**

1. MARACALAGONIS Collection Centre, Strada Provinciale 15 snc

#### *Opening hours: (from 1st June)*

Monday	from 9:00 am to 12:00 pm
Tuesday	from 4:00 pm to 6:00 pm
Wednesday	from 9:00 am to 12:00 pm
Thursday	from 4:00 pm to 6:00 pm
Friday	from 9:00 am to 12:00 pm
Saturday	from 9:00 am to 12:00 pm

2. TORRE DELLE STELLE Collection Centre, Via dello Scorpione snc

#### **Summer opening hours:**

*(from 1st June to 30th September)*

Tuesday	from 3.00 pm to 5.00 pm
Thursday	from 3.00 pm to 6.00 pm
Saturday	from 3.00 pm to 6.00 pm

#### **Winter opening hours:**

*(from 1st October to 31st May)*

from 3.00 pm to 5.00 pm
from 2.00 pm to 5.00 pm
from 2.00 pm to 5.00 pm



# Gesenu Customer office



## TELEPHONE

**800.141.791** FROM LANDLINE ONLY

**+39 070.85.50.270** FROM MOBILE PHONES ONLY



## WHATSAPP

**+39 333.95.53.215** CHAT ONLY

to ask for information, book services, arrange for the collection of bulky materials, make reports, etc.

Opening hours:

monday to Friday 8.30 am to 12.00 pm and 3.00 pm to 6.00 pm

Saturday from 8:30 am to 1 pm



## FACEBOOK

### Gesenu

Follow the GESENU Facebook page and you will always be aware of the latest service offered. Lots of content, video tutorials, insights and in general all the information that can be useful in the collection of waste. Also, if you have any doubts, write to us on Messenger!



## WEBSITE

[www.gesenu.it](http://www.gesenu.it)



## EMAIL

[ufficioclienti@gesenu.it](mailto:ufficioclienti@gesenu.it)