



# SHREDDING SERVICES

Get rid of confidential documents **safely and securely.**

Make a positive impact on the environment.

**Shred** and **recycle** rather than **burn.**

In today's rapidly modernizing economy, information security is more important than ever. Theft, vandalism, and industrial espionage are increasing security problems. Data breaches can put your organization at risk and tarnish your reputation. Most organizations resort to burning documents to ensure confidentiality. However, burning documents leads to serious negative environmental and health impacts like air pollution and lung damage while also not guaranteeing complete data destruction. Our shredding service ensures that your sensitive information is completely destroyed in an environmentally friendly manner. We provide both on-site and off-site shredding, after which we recycle your shredded documents.

**Do not let confidential information fall into the wrong hands.**

**Use our shredding services today for safe and responsible document destruction.**

# Secure & Convenient Shredding & Recycling Services

**Doko Recyclers** provides a variety of document shredding services tailored to meet your needs. Once you have enough documents to be shredded, simply contact us to schedule an appointment.

Our goal is make shredding easy, cost-effective, and environmentally friendly for you.

## On-site Shredding

### Want to see documents shredded in front of you?

Once you have collected enough paper (minimum of 200 kgs), our trained Doko agent will collect and transfer the containers to an area you designate to shred, permanently destroying all data at your premises. Once shredded, your documents will be recycled to guarantee complete data destruction.

## Off-site Shredding

### Do not have a large quantity that you need shredded?

Doko also provides off-site shredding services. Our trained Doko agent will collect your documents from collection containers placed at your premises. The documents are then transferred to our Materials Recovery Facility to be shredded at regularly scheduled service intervals as per your requirement.

A representative from your organization is welcome to join us at our facility for assurance of confidential destruction.

## What happens to your material after it is shredded?

Once shredded, all your documents are recycled in an environmentally friendly manner. At the end of each shredding process, we will provide a Certificate of Destruction confirming a complete and eco-friendly destruction. This is also an easy way to add to your organization's green credentials.



### Step 1 - Fill Up

Use collection containers to store paper documents.



### Step 2 - Collect

Schedule an appointment when your containers are full and ready to be shredded.



### Step 3 - Shred

We arrive at a scheduled date to transfer your documents to a safe destruction area either on or off-site, and begin the shredding process.



### Step 4 - Recycle

Shredded papers are then sent to be recycled.



### Step 5 - Certification

We provide a Certificate of Destruction after completing the shredding process.



Commercial Shredder with  
Shredding Capacity  
200 kgs per day



Industrial Shredder with  
Shredding Capacity  
600 kgs per day

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