





E-Cycles Collector Training

ELECTRONICS DISPOSAL BAN

-  Computers, printers, and computer peripherals
-  Televisions (all types) and computer monitors
- Personal electronics (such as personal digital assistants and personal music players)
- All telephones (including cell phones), answering and fax machines
- Videocassette recorders (VCRs), digital versatile disc (DVD) players, digital converter boxes and stereo equipment
- Power supply cords (used to charge electronic devices)
- Electronic game consoles



NEED MORE INFORMATION?

1-855-6ecycle
www.vtecycles.org

 Vermont e-cycles
A program of the VERMONT Department of Environmental Conservation

7/2015

ELECTRONICS LAW

- Banned disposal of certain electronic devices
- Created requirements for Manufacturers of:
 - Computer (and peripherals)
 - Monitors
 - Printers
 - Televisions
- They pay for the collection, transport & recycling of electronic devices



Covered Devices – Taken for free (aka Electronic Waste/Devices/Items)

- **Computers** (desktops, all-in-ones, laptops, notebooks, netbooks, & tablets)
- **Computer monitors** (CRTs, flat panel displays, LCD displays, plasma displays)
- **Printers – must fit on a desk** (most types including multi-function machines)
 - Does *not* include floor-standing models
- **Televisions & remotes for that television**
- **Computer peripherals** (items only for external use with a computer, e.g., a mouse, keyboard, scanner, external hard drive, modem, computer speakers)



Covered Entities = Who Can Participate for Free

- Households (resident of Vermont or a residence in Vermont)
- Charities (501(c)(3))
- Schools & School Districts (schools *must* be in a District)
- Business with 10 or fewer employees
- *No limit on number of covered devices by covered entities - confirm one of categories above.*
- Anyone delivering 7 or fewer covered devices per day - *not necessary to confirm source*

Non-Covered Items

- Are *banned* from disposal, like covered items, but you can charge for them
 - *Cannot* be put in the garbage
- Anyone who is not a covered entity (household, charity, school/school district, or business with 10 or fewer employees) bringing in more than 7 devices = non-covered items = can charge

ELECTRONICS DISPOSAL BAN

free!
RECYCLING

Computers, printers, and computer peripherals

free!
RECYCLING

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Electronic game consoles



**As a Collector, you must
comply with . . .**

***The Procedure for the Environmentally Sound
Management of Electronic Devices (Procedure)***

- Facility standards for collection sites
- Have an Emergency Release Plan
- Management standards for storage & collection of covered devices



State Registration

- Information shows up on public website
- Identifies how much space your facility has allocated for the collection of covered devices
- Certifies that you have an Emergency Release Plan that is kept at your facility – how to deal with an emergency



Procedure for Environmentally Sound Management of Electronic Devices

Facilities *must also*:

- Be sure the site is always secured and staffed during operating hours
- Understand what to accept, not accept, how to handle the materials, & how to handle releases or broken devices
- Display signs that are provided by the state

Collection Location

free ELECTRONICS RECYCLING

- what**
- Computers
 - Monitors
 - Televisions
 - Printers
 - Computer Peripherals (e.g. mouse, keyboard, scanner)
- 

- who**
- Vermont... Households, Charities, Small Businesses with 10 or fewer employees, and School Districts (any number of devices)
 - OR - Anyone Dropping Off 7 or Fewer Devices

Take your electronic devices to any Vermont e-cycles location across the state. For a list of **FREE** locations visit: www.vtecycles.org

NEED MORE INFORMATION?

1-855-6ecycle
www.vtecycles.org



ELECTRONICS DISPOSAL BAN

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IMPORTANT

PROTECT YOUR PERSONAL DATA

The security of any personal data or information (such as social security number, tax or banking, business records, or personal identification, etc.) is the sole responsibility of the owner of the electronic device being dropped at this location for recycling.

This location and the State of Vermont cannot guarantee the security of any data stored on hard drives, printer or copier memories, or other data storage devices brought in for recycling.

Please take all precautions to secure your data before recycling. For more information visit www.vtecycles.org or call 1-855-6ECYCLE.

NEED MORE INFORMATION?

www.vtecycles.org
1-855-6ecycle



To learn more about data security and how to remove personal information before dropping off electronic devices, visit www.vtecycles.org or call the toll free hotline above.



Management Standards

- *You Cannot:*

- Put covered or non-covered devices in the garbage
- Put covered electronics in with scrap metal
- Cut off permanent cords from covered electronics

- *You Must:*

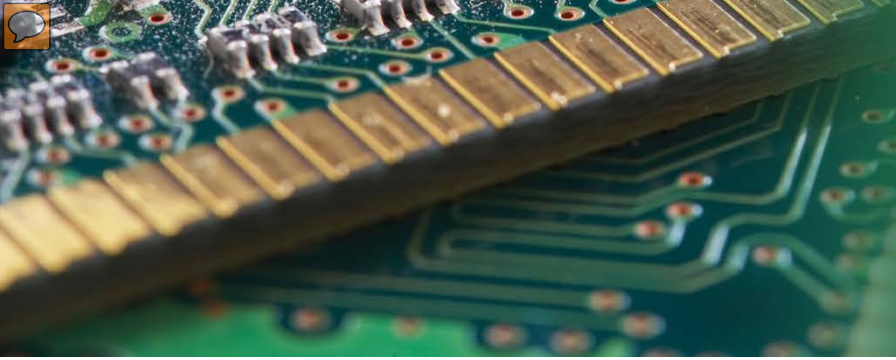
- Be sure site is always secured, including staffed during operating hours
- Display collection location & data security signage provided by State
- Understand what to accept, not accept, how to handle the materials, and how to handle releases or broken devices



Must . . .

- Keep devices on surface that prevents any release from broken devices
- Keep within a structure
- Never put devices on the ground or outside





Must...

At end of day:

- All items must be in Gaylords or on pallets to prevent breakage, and Gaylords/pallets must have labels
- Everything is put away and protected from the elements







Must . . .

- Label all Gaylords, pallets, large TVs
- Immediately clean-up broken electronic devices



Labeling

Minimum requirements:

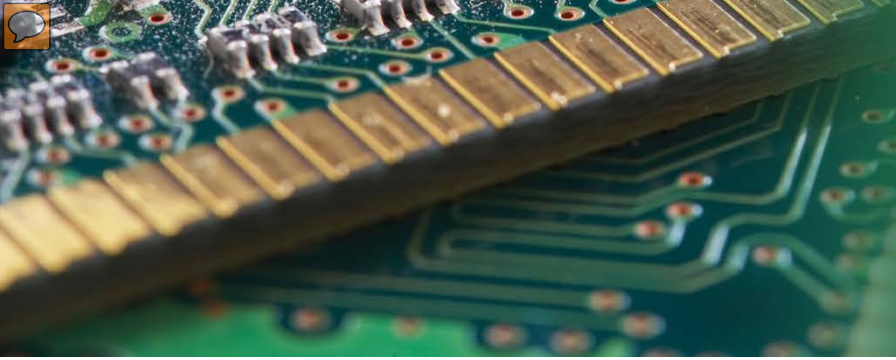
- Label Gaylord, pallet, large TV *as soon* as set up or arrives – the “start date”
 - *NOT on the day of pick-up*
- Use labels provided by State Standard Plan, or marked with
 - **“covered electronics”** or **“non-covered electronics”**
 - include **the start date**
 - include **location** (name or number)





Sorting vs. Separating

- Sorting covered from non-covered is important since it determines whether receive payment
- Separating covered from non-covered does not mean sorting by product type



Broken Device – What is it? What to do?

- **Broken** if a:

- TV or monitor is damaged & inside of device is visible
- Battery is bulging and/or leaking
- Mercury lamp is exposed (flat panel TVs & monitors, some projection TVs, multi-function devices)

- **Not Broken** if:

- Cracked plastic casings, minor cracks in glass or display, cosmetic damage
- Computer is dismantled or you receive various loose components, power cords



If it is broken:

- Pack separately and with a label that indicates broken materials
- Specific requirements depending on type of material and damage



Bills of Lading (BOL)

- When you request a pick-up you are reporting the number of Gaylords and pallets you “expect” to have for pick-up
- When the recycler is on site, you need to sign their copy of the BOL and note the actual number collected



Questions?

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Contact Information

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