The College at Brockport

COMPUTER/ELECTRONIC RECYCLING
PROCEDURE

Do Not Discard Electronic Materials in the Regular Trash

Definition of Electronic Waste: All monitors (including TVs), CPUs, keyboards, cell phones, copiers and other electronic equipment (see Acceptable E-Waste list below) must be considered a hazardous waste material due to the content of lead, silver, cadmium and other heavy metals used in their manufacture. They cannot be disposed of as regular trash and must be disposed of in accordance with New York State Department of Environmental Conservation (NYSDEC) rules contained in 6NYCRR 371.1, The NYS Electronic Equipment Recycling and Reuse Act, impacts all electronic waste, including your personal electronics from your home. The regulation is available at: www.dec.ny.gov/chemical/65583.html. For disposal of your personally owned electronics, we suggest you contact SunnKing at 637-8365.

Acceptable Electronic Waste: a list of materials that are acceptable for recycling at electronic waste is available at: www.sunnking.com/acceptable-materials/.

The College at Brockport has chosen to recycle and reuse computer/electronic equipment in cooperation with SunnKing, Inc., in a conscientious manner, providing maximum protection to the environment while maintaining compliance with New York State rules and regulations.

To Surplus: All electronic equipment, whether working or not, may be handled as surplus equipment as described in the Surplus Equipment Policy, which is available through the Procurement and Purchasing Services Website at: www.brockport.edu/pps/forms/SurplusTransferForm.pdf. Once this form is completed and submitted, arrangements should be made to pick up your electronic equipment with IT Support Services Help Desk at 395-5151.

To Dispose of: When preparing computer/electronic equipment for recycling, care should be taken to assure that sensitive information is removed permanently from the computer, and that copyrighted software agreements are not violated. It is suggested that computer hard drives be reformatted to remove all files. If there are questions on this issue, please contact IT Support Services Help Desk at 395-5151.

Cost: There is NO CHARGE for the recycling of this equipment. If there are any questions as to what can or cannot be recycled please contact the Environmental Health and Safety (EHS) Office at 395-2005.

IMPORTANT NOTE: If illegal disposal of computer/electronic waste is discovered, the Environmental Health and Safety (EHS) Office will be notified and the Dean/Department Head (for that area) will be notified for appropriate action. If regulatory agencies become involved, the potential penalties (criminal and civil) for violating these regulations are substantial.