

E-WASTE DISPOSAL POLICY

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E-WASTE DISPOSAL POLICY

VERSION CONTROL

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DRAFT

E-WASTE DISPOSAL POLICY

OBJECTIVE

Disposal of obsolete electrical and electronic equipment is increasingly becoming a threat to our environment given the extensive use of such equipment in our daily operations. NMDC recognizes the need to handle such disposals in a responsible manner, in line with emerging global best practices and standards.

SCOPE

This policy applies to all equipment identified in Annexure 1. The C&IT Department is authorized to review the list annually and make any revisions to it as necessary.

RESPONSIBILITY

Responsibility of identification and disposal action of all e-waste items lies with the custodian/who are maintaining the equipment/in-charge of the equipment i.e. HOD (C&IT) in all NMDC locations/headquarters/projects.

POLICY RULES

1. Identification and initiation of disposal action should be carried out by those responsible, at max every 180 days in order to avoid piling up of e-waste. Department can decide periodicity of the activity. Till the time of disposal, all e-waste should be stored in temporary storage boxes of appropriate size in order to avoid environmental hazards.
2. E-waste disposal shall follow the E-waste (Management) Rules 2016 and its Implementation Guidelines as issued by the Ministry of Environment and Forest.
3. All NMDC data available in such systems should be destroyed before declaring them as e-waste.
4. E-waste once identified should be disposed expeditiously. Depending on the lot size, the Head (IT) at the local station/office may decide by recording, whether to arrange for disposal or wait for the lot to be further augmented by adding subsequent deposits of e-waste as generated in the local station/office.
5. For quick disposal, such items may be disposed-off without fixing any reserved price through scrap disposal committee.
6. E-waste should be channelized to authorized collection center(s) or registered dismantler(s) or recycler(s) or returned to the pick-up/take back services provided by the producers of equipment.
7. The record of e-waste generated should be maintained as per Form 2 (attached) of GOI's E-waste (Management) Rules 2016 and made available for scrutiny by the State Pollution Control Board/Committee concerned.

ANNEXURE 1

S. No.	List of major IT equipment forming e-waste when discarded
Computing machines/peripheral	
1	PC (monitor, CPU, keyboard, cables, wireless mouse, keyboard, pointer etc.)
2	Laptop
3	Tablet/iPad/eReader
4	Printer (all type)
5	Scanner
6	Multi-function device
7	Plotter
8	Fax machine

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9	Portable HDD/Pendrive
10	Photo copier
Network Equipment	
11	Switches
12	Router
13	Firewall
14	Modem
15	Media Converters
16	DSLAMS
17	Other network devices e.g. Access point, Wi-Fi equipment (wireless modems along with accessories)
Data Centre Equipment	
18	Server
19	UPS
Communication Equipment	
20	VSAT Passive Antenna
21	VSAT RFT (radio frequency transmitter)
22	VSAT ACU (amplifier control unit)
23	VSAT HPA (high point amplifier)/ LNA (low noise amplifier)
24	VSAT modem and up-down converter
25	VSAT multiplexers
26	Microwave antenna
27	Microwave equipment
28	CCTV
29	Spectrum analyzer
30	PTZ/fixed cameras
31	UHF/VHF hand held radios/mobile (Walkie-Talkie)
32	*UHF/VHF repeater stations
33	EPABX (telephone exchange)
34	Telephone instruments
35	Mobile phones, chargers, adapters
36	Network/LAN testing equipment/Fiber cable splicers
37	PA System and handset stations, loudspeakers, master control unit and central exchange/servers for PA System
Audio/Video conferencing equipment	
38	LCD/MM/OH Projectors
39	LCD/CFT/Plasma Display Monitors
40	Motorized or Normal Screen
41	Speakers/headphones/webcams
42	Visualizer (document camera)
43	Interactive whiteboards
44	CVT/Voltage stabilizers
Others	
45	Printer cartridges
46	CD Writer
47	Dumb terminals
48	Bar code/RFID reader
49	Large video screens
50	Workstations
51	Graphic interface units (GIU)

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52	KVM Switchers
53	DVI and Video Switchers
54	Any other e-waste generated during repair and maintenance of above items

FORM-2: FORM FOR MAINTAINING RECORDS OF E-WASTE HANDLED OR GENERATED

Generated Quantity in Metric Tonnes (MT) per year

1.	Name & Address: Producer or Manufacturer or Refurbisher or Dismantler or Recycler or Bulk Consumer*		
2.	Date of Issue of Extended Producer Responsibility Authorisation*/ Authorisation*		
3.	Validity of Extended Producer Responsibility Authorisation*/ Authorisation*		
4.	Types & Quantity of e- waste handled or generated**	Category	Quantity
		Item Description	
5.	Types & Quantity of e-waste stored	Category	Quantity
		Item Description	
6.	Types & Quantity of e-waste sent to collection centre authorised by producer/ dismantler/recycler / refurbisher or authorised dismantler/recycler or refurbisher**	Category	Quantity
		Item Description	
7.	Types & Quantity of e-waste transported*	Category	Quantity
		Quantity	
	Name, address and contact details of the destination		
8.	Types & Quantity of e-waste refurbished*	Category	Quantity
		Item Description	
	Name, address and contact details of the destination of refurbished materials		
9.	Types & Quantity of e-waste dismantled*	Category	Quantity
		Item Description	
	Name, address and contact details of the destination		

10.	Types & Quantity of e-waste recycled*	Category	Quantity
	Types & Quantity of materials recovered	Item Description	
		Quantity	
	Name, address and contact details of the destination		
11.	Types & Quantity of e- waste sent to recyclers by dismantlers	Category	Quantity
		Item Description	
	Name, address and contact details of the destination		
12.	Types & Quantity of other waste sent to respective recyclers by dismantlers/recyclers of e-waste	Category	Quantity
		Item Description	
	Name, address and contact details of the destination		
13.	Types & Quantity of e-waste treated & disposed	Category	Quantity
		Item Description	
	Name, address and contact details of the destination		

Note:-

- (1) * Strike off whichever is not applicable
- (2) Provide any other information as stipulated in the conditions to the authorizer
- (3) ** For producers this information has to be provided state-wise