Information about WEEE

WEEE stands for Waste Electrical and Electronic Equipment. It covers anything with a plug, battery or circuit board. The WEEE Directive came into force on 1 July 2007 and means that none of these items can be thrown away in bins or skips – they must be collected separately and recycled.

The following now applies:

- When ordering electrical goods there is an obligation for the supplier to take back the old goods. Bear this in mind when buying replacement equipment. If in doubt contact the Head of Purchasing, ext 4288 or the FM Purchasing Office ext 3044 / 3071.

- Replacement will be on a like for like basis (e.g. one old microwave for one new microwave) irrespective of supplier or brand.

- The old goods to be exchanged via the take back service must be handed over at the time the new items are received.

- At the time of delivery the old goods must be disconnected, drained (e.g. washing machines), defrosted (e.g. freezer) and moved to a point where collection by the supplier is unhindered.

- Use of the take back process must be agreed with the supplier at the time of placing the order for the new items.

- If a supplier refuses to take back goods or wants to charge more than the fuel cost for collection contact Head of Purchasing, ext 4288 or the FM Purchasing Office ext 3044 / 3071.

- All goods that cannot be returned via a take back scheme must be disposed of through Accommodation Service’s WEEE Recycling Service.

WEEE Recycling Service – Accommodation Services

- Every department has been provided with a bin for collecting WEEE.
• When the bin is full a collection request should be made to the non-residential customer service desk via ext 3062 or email mailto:FMCustomerServices-NonRes@rhul.ac.uk.
• Items too large for the bin will be collected by the porters. You will need to complete a portering request form or email porters@rhul.ac.uk.

Examples of Electrical and Electronic Equipment:

- Anything with a plug, battery of circuit board
- Toasters, kettles & irons
- **Computer equipment
- Clocks, watches & radios
- Electric heaters
- Hair dryers, electric toothbrushes, shavers, straightening irons
- Calculators
- Telephones, answer machines, fax machines
- Digital cameras
- Smoke detectors
- Thermostats
- Memory sticks
- Charging stations
- Small transformers
- Mobile phones (if not being reused by a charity)
- Cables, wires and headphones

**A note about hazardous WEEE

Computer monitors, televisions and display screens are classed as hazardous waste and must be stored and disposed of according to the procedure for disposing of hazardous waste.

For more information contact Anna Simpson, Sustainability Officer on ext 4926 or anna.simpson@rhul.ac.uk.