

FEC Partner Teleconference  
October 2, 2008



# Meeting the End of Life Goal

Reuse, Recycling, Asset  
Recovery, and Manufacturer  
Take-Back

# FEC EOL Definitions

- Reused/Donated: reused internally, donated through Computers for Learning, reused in the federal government, or donated to States or nonprofits
- Recycled: sent to an electronics recycler or returned to an electronics vendor or manufacturer, even if it may be refurbished and reused
- Sold: sold with an unknown final disposition
- Disposed: sent to a landfill or waste-to-energy facility

# Federal Requirements

- Executive Order 13423, Section 2(h)(iv)
  - (Agency heads must ensure their agency) “uses environmentally sound practices with respect to disposition of agency electronic equipment that has reached the end of its useful life.”
- Implementing Instructions
  - (Agencies must) “(e)nsure that all non-usable electronic products are reused, donated, sold, or recycled using environmentally sound management practices at end of life.”

# Implementing Instructions

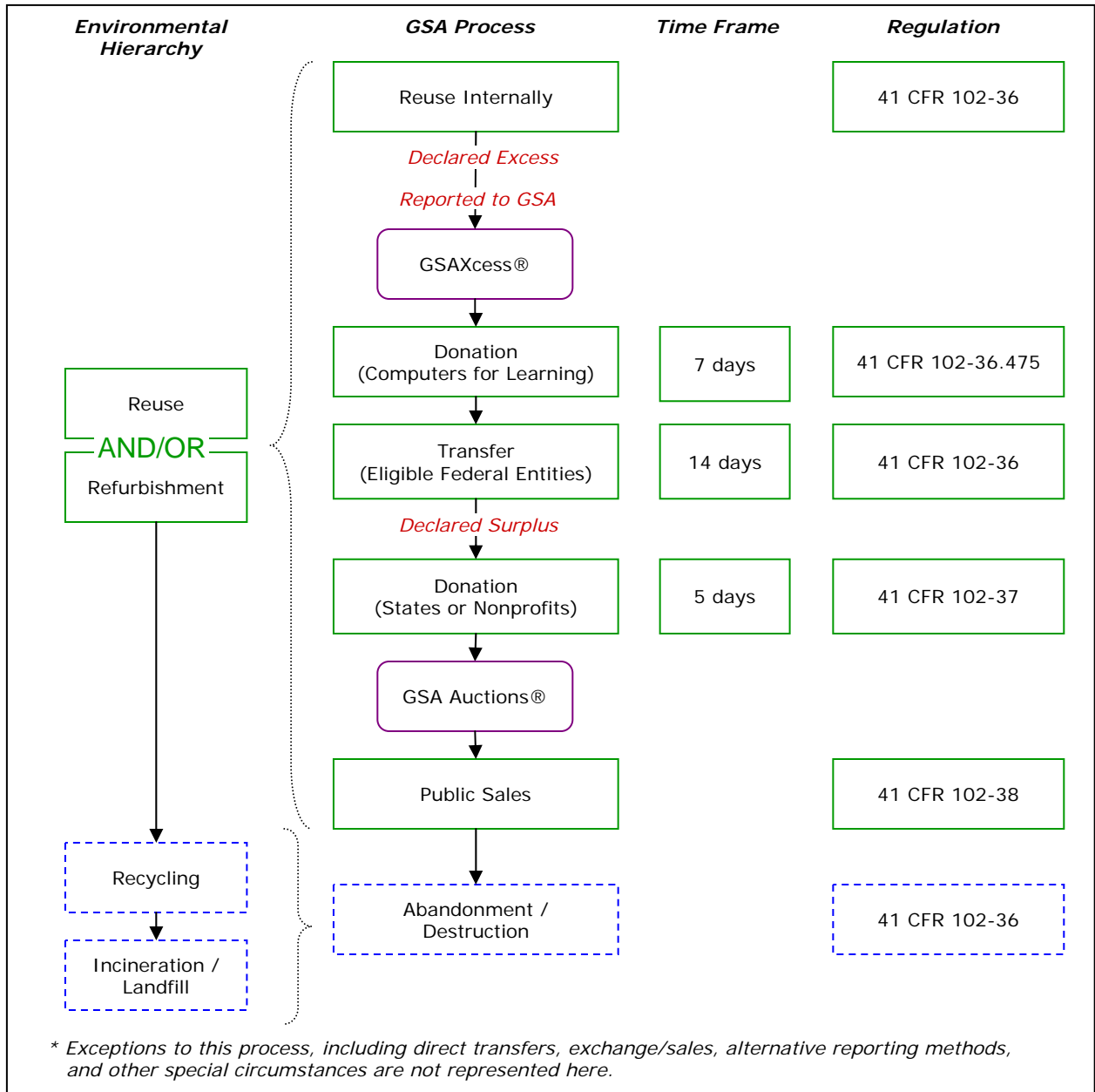
(continued)

- a. Agencies shall comply with GSA procedures for the transfer, donation, sale and recycling of electronic equipment, provided at [www.federalelectronicschallenge.net/resources/docs/gsa\\_eofact.pdf](http://www.federalelectronicschallenge.net/resources/docs/gsa_eofact.pdf), as well as any applicable Federal, State and local laws and regulations

# Implementing Instructions

(continued)

- c. Agencies shall comply with GSA's Computers for Learning Program (CFL) under E.O. 12999 when transferring their computers and other eligible equipment and shall use GSA's CFL website, [www.computers.fed.gov](http://www.computers.fed.gov), to affect the transfer



# Reuse Internally

- “Internally” is within your facility or agency
- First option for used electronics
- Some federal entities have processes in place to track and redistribute used electronics
- Check for opportunities to give your electronics another life

# Declared Excess / Reported to GSA

- Used electronics that can not be reused inside your agency are considered excess
- Excess personal property generally must be reported to GSA
- GSAXcess® facilitates reporting and distribution of excess equipment

# Donation through CFL

- The Computers for Learning (CFL) program allows transfer of excess federal computer equipment to schools and educational nonprofit organizations per E.O. 12999
- Excess electronics may be offered to eligible recipients through the CFL program via:
  - GSAXcess®
  - Direct transfer

# Transfer to Eligible Federal Entities

- Excess electronics that are not transferred under the CFL program are offered to eligible federal entities through:
  - GSAXcess®
  - Direct transfer
- Agencies are required to use existing agency property or obtain excess property from other federal agencies in lieu of new procurements

# Direct Transfers

- In lieu of reporting to excess equipment to GSA, used electronics may be directly transferred to eligible:
  - CFL recipients
  - Federal entities
- Certain restrictions and reporting requirements apply

# Donation to States / Nonprofits

- Used electronics that are not transferred under the CFL program and can not be reused by another federal entity are surplus
- Surplus personal property is generally offered through the State Agencies for Surplus Property (SASPs) for further distribution

# Provide Recipients Disposition Information

- If donating to a nonfederal entity, consider notifying recipients of their disposition options when their donated electronics become obsolete
- FEC's *Fact Sheet for Recipients of Donated Electronics*:  
[http://www.federalelectronicschallenge.net/resources/docs/recpnt\\_factsheet.pdf](http://www.federalelectronicschallenge.net/resources/docs/recpnt_factsheet.pdf)

# Exchange Sales

- When replacing personal property with similar items, the value of the old items may be used to reduce the cost of the replacement item either by exchange (trade-in) or sale
- Certain restrictions and reporting requirements apply

# Public Sales / Auctions

- Surplus electronics that are not donated may be offered to the public for sale
- GSA Auctions® facilitates public sales of surplus equipment
- **IMPORTANT NOTE**
  - Electronics sold to the public, including electronics sold to electronics recyclers, may not be handled in an environmentally sound manner
  - Federal agencies and facilities must exercise due diligence when selling used electronics

# Abandonment / Destruction

- Abandonment/destruction of property is considered only when reuse, transfer, donation, or sale has been found to be impractical or not cost effective
- Obsolete and broken electronics may also be labeled for abandonment/destruction prior to going through the GSA disposition process
- Electronics that have been labeled for abandonment/destruction should be recycled, following environmentally sound practices

# Donating to UNICOR

- In lieu of abandonment/destruction, federal entities may donate used electronics to a public body without GSA approval
- Federal agencies may donate their used electronics to UNICOR for environmentally sound reuse and recycling

# Manufacturer Take-Back

- One of two methods
  - Exchange/Sales
    - When used to reduce the cost of new procurements
  - Abandonment/Destruction
    - If the manufacturer is willing to take-back obsolete and/or broken equipment
- **IMPORTANT NOTE**
  - Electronics taken-back by a manufacturer may not be handled in an environmentally sound manner
  - Federal agencies and facilities must exercise due diligence when returning used electronics to manufacturers

# Manufacturer Take-Back of EPEAT-Registered Products

- If a federal entity is using a manufacturer's take-back service that is provided because the product is registered with EPEAT, there is no need for further due diligence
- Take-back programs for EPEAT-registered equipment are required to meet EPA's *Guidelines for Materials Management for Plug-In To eCycling* partners

# Implementing Instructions

## (continued)

- b. Agencies shall use national standards, best management practices, or a national certification program for recyclers. In the absence of national standards, best management practices, or a national certification program for recyclers, agencies shall use EPA's *Guidelines for Materials Management* for Plug-In To eCycling partners found at [www.epa.gov/epaoswer/osw/consERVE/plugin/guide.htm](http://www.epa.gov/epaoswer/osw/consERVE/plugin/guide.htm)

# Responsible Recycler (R2) Voluntary Standards

- Stakeholder group has come to an agreement on remaining major issues
- Editorial edits are being completed
- EPA is examining implementation options
- Public release of the standard is expected soon
- R2 will replace the *Guidelines for Materials Management*

# Selecting a Recycler

- Requires no further due diligence
  - Recycling of Electronics and Asset Disposition (READ) Services Contract
  - UNICOR
  - Manufacturer take-back services for EPEAT-registered equipment
- EPA has already conducted due diligence activities for READ and UNICOR
- Manufacturers of EPEAT-registered equipment are required to follow the *Guidelines for Materials Management* when taking back registered equipment

# Selecting a Recycler

## (continued)

- Requires further due diligence
  - Manufacturer take-back services unrelated to EPEAT-registered equipment
  - Another environmentally responsible electronics recycler
- FEC's *Guidelines for On-Site Reviews of Electronics Recyclers*  
[http://www.federalelectronicschallenge.net/resources/docs/onsite\\_review.pdf](http://www.federalelectronicschallenge.net/resources/docs/onsite_review.pdf)

# Implementing Instructions

(continued)

- d. Agencies shall ensure applicable IT contracts for leased equipment incorporate adequate language to require that, at the end of the lease period, the equipment is reused, donated, sold, or recycled using environmentally sound management practices

# Example Contract Language

- In accordance with (Agency's) Environmental Management System, the Federal Electronics Challenge and the President's Executive Orders for Greening the Government, the provider shall ensure environmentally-sound management of electronics throughout their lifecycle:
  - End-of-Life:
    - Ensure that all excess supplies, materials, or equipment are reused or recycled (where possible); and
    - Coordinate disposal of excess equipment in accordance with the procedures outlined by the Agency's Personal Property Policy and Procedure Manual

# References

- Executive Order 13423

[http://ofee.gov/eo/eo13423\\_main.asp](http://ofee.gov/eo/eo13423_main.asp)

- FEC End-of-Life Management Resources

[http://www.federalelectronicschallenge.net/resources/eo\\_lmngt.htm](http://www.federalelectronicschallenge.net/resources/eo_lmngt.htm)

- GSA Personal Property Disposition

<http://www.gsa.gov/property/>

# Contact Information

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# Federal Electronics Challenge

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