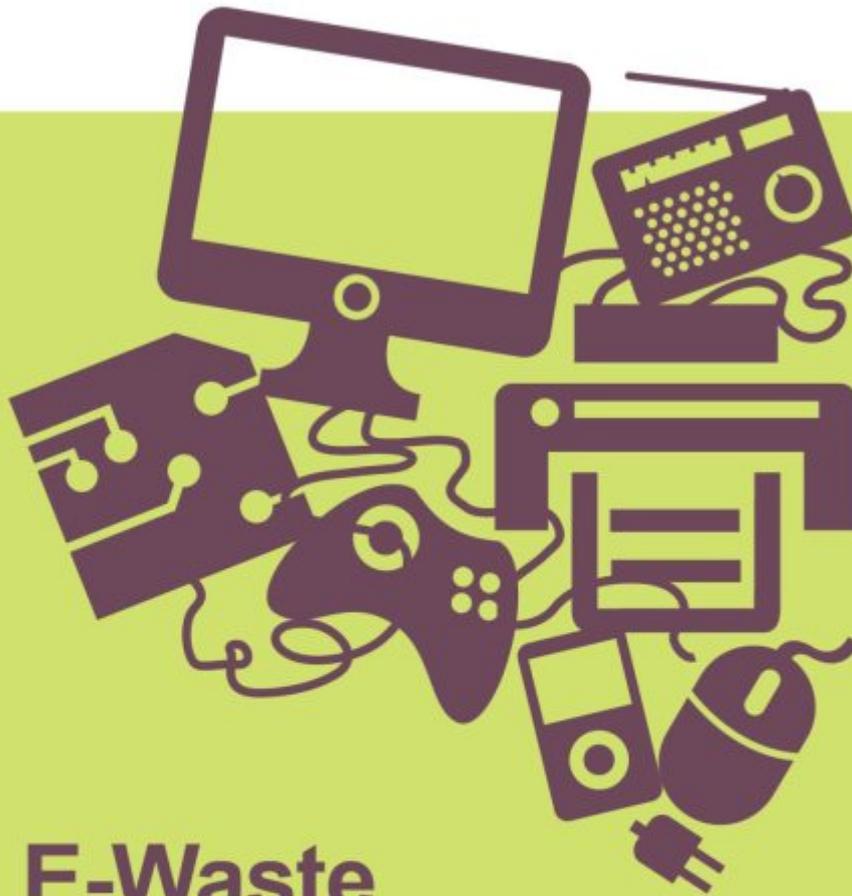




सत्यमेव जयते  
Ministry of Electronics  
and Information Technology  
Government of India



# E-Waste Awareness for Bulk Consumers



# Manual for Training of Trainers

(2018)

Sponsored by:  
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# Imprint

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# 1. About the Project

The Ministry of Electronics and Information Technology (MeitY) has initiated the project “Awareness Programme on Environmental Hazards of Electronic waste” on March 31, 2015. This project is under the ‘Digital India’ initiative of the Government of India. The project is expected to have far reaching and significant impact on the growth of the country as it focuses on reuse and recycling of e-waste, which has the potential to conserve natural resources. The project has three components viz., Content Development, Inventory Assessment and Awareness Generation amongst different stakeholders. The project will help in effective implementation of E-waste (Management) Rules, 2016.

The primary focus of the project is to create awareness among different stakeholders in order to reduce the adverse impact on environment and health due to improper disposal of e-waste. MeitY has played a key role in dissemination of knowledge on e-waste rules in the past and wishes to engage all key stakeholders during this exercise. During the project duration of 5 years, a city in each of the 10 identified states viz. Madhya Pradesh, Uttar Pradesh, Jharkhand, Orissa, Goa, Bihar, Pondicherry, West Bengal, Assam and Manipur has been covered in phase I. In phase II, the same has been enhanced to cover more than 30 cities across 30 states and union territories in India. The activities include organising awareness workshops for RWAs/Localities, Schools, Colleges, Bulk Consumers (including corporate & Govt. sectors), Informal Sector, Dealers, Refurbishers, Manufacturers, etc. so as to build capacities of the target groups to channelize e-waste in a manner that the rules are effectively implemented. Suitable course curriculum has also been framed for schools/colleges. Effort would be made to prepare the content in local language.

This project has also stressed on adopting best practices for e-waste recycling available globally, so that the unorganised sector can generate jobs as well as viable business prospects thereby mitigating the impact of improper recycling on the environment. Recycling of e-waste will help in creating jobs and recovery of valuable components and materials through dismantling. The valuable metals recycled from old electronic items can also be used in manufacturing of new products. As a result, this will save energy, reduce pollution, mitigate greenhouse gas emissions, and reduce extraction of finite natural resources through mining. The project will also emphasize on the responsibilities of the producers and convey the message that they must inculcate the principle of Extended Producer Responsibility (EPR) and follow the mechanism for channelisation of e-waste from ‘end of life’ products to registered dismantlers or recyclers.

The tools and dissemination material for creating awareness are developed by MAIT to create awareness among various stakeholders in the value chain. The awareness workshops will help to present the current situation on e-waste disposal and practices thereby creating awareness on the issue; its recycling as well as the legal provisions and the responsibilities of the stakeholders.

The program has been able to enhance its reach to cities across each state during the course of 5 years of its implementation. This will help to inculcate better disposal practices amongst all stakeholders thereby reducing the environmental impacts of improper handling and recycling of e-waste.

## 2. Framework of the Manual

The objectives of the manual are the following:

**To act** as a tool for enhancing the understanding of the trainers who would be involved in conducting the training for bulk consumers on the subject of e-waste.

**To serve** as a ready reference for trainers to design and organize trainings on the subject of e-waste for bulk consumers.

**To serve** as a compilation of information on the following issues related to the subject of e-waste:

- What is e-waste?
- What are the categories of e-waste?
- What is the generation of E-waste globally and in India?
- What are hazardous substances?
- What are the hazardous substances in E-waste?
- What are health impacts of unscientific processing of E-waste?
- What are the methods used at present by the informal sector for treating E-waste?
- What is the National Environment Policy of India?
- The E-waste (Management) Rules, 2016 and the challenges of implementing the Rules.
- Defining sustainable consumption and Lifestyles of Health and Sustainability (LOHAS)
- Guidelines for setting up of collection centres of e-waste.
- What is carbon footprint?
- How to measure carbon footprint?
- What are the strategies to reduce carbon footprint?

**To serve** as a guide for implementing initiatives by bulk consumers that contribute to safe e-waste management in India.

### Objectives of the training of trainers:

The training of trainers has been designed with the objective to enhance the understanding on the subject of e-waste amongst bulk consumers. This will be achieved by a training of trainers on the subject of e-waste and providing them with adequate tools to organize trainings for bulk consumers.

The training of trainers will be followed by trainings for bulk consumers so that they can contribute to effective handling and management of e-waste.

The training provided will increase knowledge amongst bulk consumers about the generation of e-waste, hazardous substances in e-waste, present status of generation and disposal in India, regulation on management and handling of e-waste in India, role of bulk consumers as consumers and efforts like setting up of e-waste collection centres that can be undertaken by them. In addition they will be introduced to concepts of secondary resources, sustainable consumption, LOHAS and carbon footprint.

The manual uses different methods to achieve the change objective including the Donna E. Walker's 'Learning Cycle' that has five steps including Mind Jog, Personal Connection, Information Exchange, Information Application and Real World Connection. This method takes into account that different learners have different learning abilities and at least one of the steps of the cycle would be able to transfer the learning effectively.

In addition it uses Harvard case method that involves presenting a case to bulk consumers where they associate themselves with a role as they read through the situation and identify the problem. The next step is to perform the necessary analysis to determine the cause and possible solutions to the problem. The manual

provides essential information and situations that form cases that can be discussed with the bulk consumers by the trainer.

## How to use the manual:

This manual has 3 major components to it with of the objective of providing experiential learning to its users.

Component 1 is the Harvard case study which tries to rake the issue with the specific stakeholders as the key protagonist. This is done to help identify the present scenario with respect to the problem of e-waste and how it impacts the protagonist's daily life and future. The case study can be enacted in schools to ensure that bulk consumers are able to learn through this experience and enable them to question on the subject to enhance understanding. Enhancement of understanding will lead to imbibing the learning into practice.

Component 2 is on the learning cycle which has been adopted from the finest techniques available for experiential learning today. The sessions help to unpack the subject at hand and enable to gain a better understanding of solutions in order to solve the problem. It also ensures that engagement is built with participants so that the training sessions are not just monologues from the trainer to the participants but allows the space for dialogue in order to enhance understanding of the subject of e-waste.

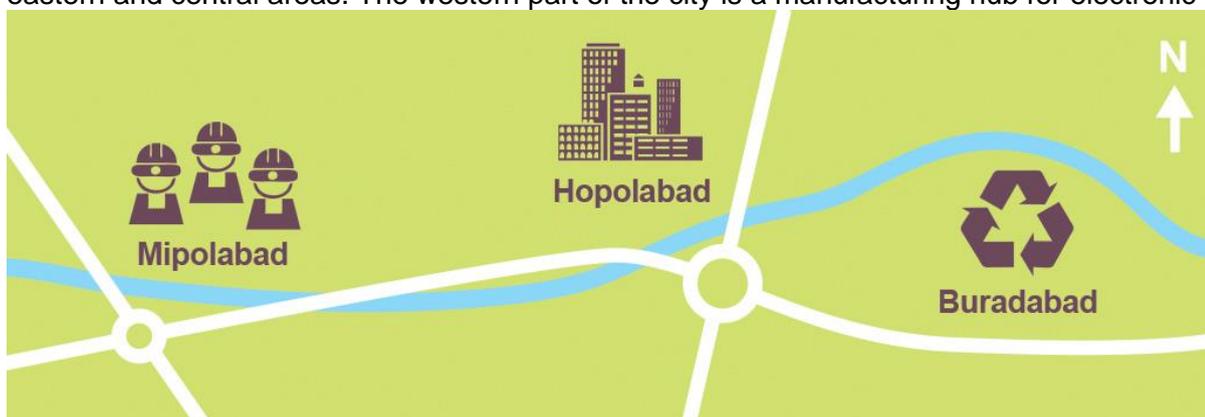
Component 3 includes references

which have been extensively researched from material available through secondary sources. This includes work which has been done in India as well as around the world and has been published in renowned journals and publications. The links to the material have also been provided so that interested readers can enhance their understanding of the subject of e-waste.

In order to use the manual, the trainer has to go through the case study in order to relate to the problem and read in detail about the different issues that are discussed. For each session as elaborated, the trainers will discuss the subject at length in the time provided in order to ensure that their understanding is enhanced and they can pass the message to the relevant stakeholders during training workshops and activities that they are a part of during the course of the project.

### 3. Screenplay for a conversation between 2 bulk consumers who purchase electronic products for their companies. One of the companies is state owned while the other is privately owned.

This fictitious conversation is based in the city of Hopolabad. The city of Hopolabad is a business hub of the country and has thriving businesses in the manufacturing and service sectors. Mipolabad is a mining hub situated to the west of Hopolabad and Buradabad is a recycling hub which is located to its east. The city is surrounded on the northern and southern sides by agricultural farmland. Hopolabad has a domestic product of INR 72,000 crores annually and has a PPP of INR 7,20,000 (high income population). It has a population of 10 lakh people (big metropolis). The city is dotted with apartment complexes, malls and office buildings in the eastern and central areas. The western part of the city is a manufacturing hub for electronic items and vehicles.



Buradabad, which is located to the east of Hopolabad, is a recycling hub and is dotted with formal recycling industries as well as informal (kabadis in local parlance) shops which extract material from waste. The Blue river flows from Buradabad through the city of Hopolabad and then into Mipolabad. Over the last 15 years, the river flow has almost stagnated which has caused floods in these 3 cities in the rainy season.

#### Introducing the actors:

**Shankar:** A procurement manager at Mipolabad Mining Company which is a government owned behemoth. Shankar has a fondness for collecting items made out of waste and is a recycling champion. He has lead several initiatives to build capacity within the organisation and in the cities of Hopolabad and Buradabad.

**Prakash:** A procurement manager in one of the largest IT company in Hopolabad. His organisation has more than 3000 employees and are major exporters of software around the world. He is grappling with the new e-waste rules which have been notified since he has to dispose off old computers and laptops. The company has purchased new ones recently due to upgrades in software and licensing requirements. He is presently trying to speak to experts and attend conferences and workshops so that he can learn about the issue and offer the best possible solution to the management at the company.

**Sarvesh:** He is the CEO of the IT company which Prakash works for in Hopolabad. After the notification of the rules, he has tasked Sarvesh with finding the best possible solutions from experts.

## About the conversation:

**This conversation** has 3 acts to it. ACT 1 is the conversation at a conference which is being attended by Shankar and Prakash. The conference is on the topic of extended producer responsibility of those who are manufacturers of electronics and of those who produce electronic waste. Shankar is one of the speakers at the conference and shares with the audience the steps that his company has taken to comply with the rules. Prakash speaks to Shankar during lunch to understand the steps that his company can take so that he can address the problem of e-waste in his organisation.

**The second part** of the conversation, Prakash comes back to Sarvesh with a plan to tackle the problem of e-waste management in the organisation. Sarvesh then asks him to prepare a plan and present it to some experts by organising a workshop so that they can comment on the same. He also asks Shankar to invite manufacturers and recyclers to this workshop so that there is consensus within the respective stakeholders on this issue.

**The third part** of the conversation, Shankar organises the workshop on e-waste management and present his company's plan to tackle the issue. Experts, manufacturers and recyclers comment on the plan to make it robust so that it complies with the rules.

## ACT I

*Shankar and Prakash meet up at a conference in Hopolabad which is discussing the issues on extended producer responsibility in the e-waste sector. During lunch they strike up a conversation after Shankar has demonstrated during the just concluded session how his company has set up systems which have lead to better e-waste management and in compliance with the rules.*

It is 1.30 pm and Shankar meets Prakash over lunch at the conference.

**Prakash:** Hi Shankar, I am Prakash from Hopolabad Software. I was very keenly following your presentation.

**Shankar:** I hope you found something useful in the same.

**Prakash:** Of course, I did. In fact if you have a few minutes, I would like to ask you about your journey in setting up these systems and processes in your organisation.

**Shankar:** Of course, I will be happy to share our experience with you.

**Prakash:** So tell me. When did you start thinking about having a process set in place for e-waste disposal?

**Shankar:** You see, in 2012 when the e-waste rules were first published, I went through the same and realised the importance that this subject, the increasing quantities of e-waste being generated in India, the likely adverse impact it may have on environment and health, if safe disposal practices are not implemented. I also chanced upon some research regarding the materials which go into manufacturing of electronics. It was only then that I decided that as one of the largest government organisations in the city, we ought to do something to show the way.

**Prakash:** Was this decision driven by environment concerns or compliance to the rules?

**Shankar:** In fact both. You see compliance with the rules was the starting point but once I got to know about the environment issues that are related to better e-waste management, I took it upon myself to ensure that we disposed off our e-waste properly.

**Prakash:** What kind of systemic changes you brought about in your organisation?

**Shankar:** You see to start with, we collected a whole lot of data.

**Prakash:** What kind of data?

**Shankar:** We first collated data on all the electronic items which we had procured over the last 5 years. Once we had done this inventORIZATION exercise, we then chose to focus on the procurement which we had to do to either replace electronic items which were not functioning properly or fresh procurement which had to be done keeping in mind the growth projections of the company for the coming year.

**Prakash:** How did this data help you?

**Shankar:** Once we got to know the total amount of procurement that had to be done in the year, we focussed on defining the procurement contracts in a manner that would comply with the e-waste rules.

**Prakash:** But how did you manage to link procurement with e-waste disposal?

**Shankar:** You see like in any large organisation, we procure in bulk quantities, and hence manage to get service contracts embedded in purchase contracts with the suppliers. This helps us to ensure that the items we procure are in sound working condition till they reach end of life, or have expired the duration of the service contract.

**Prakash:** But after that the supplier himself takes away the items or we tender for disposal of the waste items and get rid of them.

**Shankar:** Yes, we used to do something like that. But now we have made some changes to comply with the rules.

**Prakash:** Ok, and what are these changes?

**Shankar:** We have included in the contracts that the supplier has to ensure that all the items that he takes back from us which have reached end of life, he will ensure that these are handed over to a proper recycler. The recycler has to be authorised by our pollution control board and is supposed to provide a certificate for our records of proper dismantling and recycling of the electronic items.

**Prakash:** Well, we just tender for the sale of these items which have reached end of life and whosoever bids the highest takes them away.

**Shankar:** Yes, that was the norm and in some cases still is. But its not complying with the rules. What you need to do is to ensure that these items go back to a proper recycler. Environmentally, it is important because the unauthorized recyclers dismantle and recycle your products in ways which leads to environment pollution. This not only has impacts on our health but the material recovery that happens from these items is less than what should be.

**Prakash:** But isn't it their livelihood as well.

**Shankar:** It is, but there is nothing stopping them from becoming authorized to carry on with their trade. You see, we live in a world which has finite resources and we need to ensure that our coming generations and also lay their hands on the same so that they are able to grow as well. If we keep losing materials and not recovering them properly, then we might leave nothing for them.

**Prakash:** I agree. I have read about crude oil and the fact that we might finish the reserves for petroleum in the next 50 years. But I think you will also agree that not many people are thinking about resources from the point of conserving them and using them optimally.

**Shankar:** You know that was the second step as part of our process. We even encouraged employees to dispose off their electronics in a manner that was environmentally sound. We have tied up with NGOs to ensure that they conduct e-waste collection drives in our offices and whatever is collected is channelised to the formal recyclers. This helps us to create some social impact as well.

**Prakash:** That's great. I never thought of it in that manner.

**Shankar:** You see in large organisations, departments work in silos which is why we never think of solving problems which have a larger social and environment impact holistically.

**Prakash:** But how did you get so many departments in your organisation on board.

**Shankar:** You see, I organised a workshop of all departmental heads and requested a couple of experts to guide us on setting up these processes in systems. This helps to create awareness in the organisation on the issue. The department heads then took it upon themselves to ensure that employees in their respective work streams were made aware about the issue at hand and that is how we created this change.

**Prakash:** But how did you ensure that the external agencies were complying with the rules.

**Shankar:** We have contracts and conduct due diligence at regular intervals. These include onsite inspections with suppliers and their recyclers. We also speak to their employees to ensure that they are aware of the rules and regulations so that compliance is taking place at all levels.

**Prakash:** This has been a really informative discussion. Can I please have your business card so that I can write to you in case there are any queries that I may have?

**Shankar:** Yes, sure.

Shankar and Prakash exchange business cards and enter the conference hall for the start of the next session

(ACT I completed)

# ACT II

*Prakash has prepared a plan with help from Shankar and will present the same to Sarvesh.*

**Prakash:** Good afternoon Sarvesh! Can we start the presentation?

**Sarvesh:** Yes Prakash. Since the time you told me about this issue I have done some reading on the same as well. I think this will be really interesting. Please go ahead.

**Prakash:** You see the organisation procures electronics in bulk every year depending upon the request for replacement as well as the projected growth of the company and the addition of new employees.

**Sarvesh:** True. I guess everyone works in the same manner.

**Prakash:** Yes, but we have never bothered to ensure that all the material which has reached end of life or is being replaced for other purposes is disposed off in an environmentally sound manner.

**Sarvesh:** Yes, I agree.

**Prakash:** So what we should do is to ensure that we take the environment impact into consideration of improper disposal of e-waste and incorporate a policy in our organisation which will ensure that we comply with the rules as well.

**Sarvesh:** I hope it is not too complicated.

**Prakash:** No it is not. In fact, I have consulted a few experts on the matter as well as with the procurement chief at Global IT, which is the largest government IT organisation in Hopolabad.

**Sarvesh:** That's great. I am sure this will be interesting. Please go ahead.

**Prakash:** You see, what we have been doing till date is procuring items from manufacturers or their authorised suppliers. Having used these items till a point where they are not useful to us anymore, we have been disposing them off to the highest bidder through an open tender process.

**Sarvesh:** But that is common practice. Isn't it?

**Prakash:** Yes, but it is not environmentally sound. In order to ensure that we are disposing them in an environmentally sound manner, we should dispose it off to the authorised recycler so that he can recycle the e-waste properly while complying with the rules.

**Sarvesh:** Yes, I read about the rules and the responsibilities that we have as bulk consumers.

**Prakash:** In fact information on those recyclers who have been authorised for proper handling and management of e-waste is available on the website of the central pollution control board.

**Sarvesh:** Ok. So does that mean that from now onwards we will have to give away our e-waste to only these recyclers and not to anyone else who comes and bids in an open tender process that we follow.

**Prakash:** Yes but there are other ways to manage this as well. We need to ensure that there are guidelines which we draw up in these tenders which ensures that all the items which we dispose off are recycled in a manner which is environmentally sound and complies with the rules. In most cases, we can exchange these items for news ones from our existing suppliers, but we need to ensure that all contracts will specifically mention that the old items which have been replaced will be sent across to authorised recyclers only and we need to be provided with evidence that the items have been properly recycled in compliance with the standards that have been set in the e-waste rules.

**Sarvesh:** What about items which we purchased afresh and not under any exchange?

**Prakash:** In that case, these items will be under service contract and post the expiry of the contract we directly dispose it off to an authorised recycler

**Sarvesh:** What is the entire logic behind disposing off in this manner?

**Prakash:** You see, the electronic items which we use, contain hazardous materials as well along with plastics, metals and even rare earths. The recycling process that is followed by the informal sector is not adept at dealing with the hazardous materials in end of life electronic products. This leads to pollution of the environment and creates health hazards for people working in this sector as well as those who are residents of areas where this work takes place. A case in point is Buradabad in our neighbourhood.

**Sarvesh:** But why isn't the government doing anything in this regard?

**Prakash:** You see the new e-waste rules actually are meant to ensure that we as bulk consumers and hence disposers of e-waste are able to guide the material back through proper channels so that they have an incentive to formalise in order to gain access to materials.

**Sarvesh:** That's a good step that way.

**Prakash:** It is also important that we are able to check the process that is followed at the end of the recycler to be able to understand that the material that we are disposing is properly recycled and the material is recovered

to the maximum extent possible. We need to ensure that we include conditions like visitation rights to their facilities so that we can monitor that the e-waste is being recycled in an environmentally sound manner, the material that is recovered is channelled through proper sources and we get a certificate for the material that we have disposed stating that it has been recycled as per the norms laid down by the central pollution control board.

**Sarvesh:** Doesn't that increase our work a great deal?

**Prakash:** It does in the first phase but we need to ensure that we have guidelines set for our organisation regarding proper disposal of e-waste. Once this is done, we shall be monitoring the process which will only breed efficiency within our organisation as well.

**Sarvesh:** What other support will you need from the organisation?

**Prakash:** I would like to organise a workshop with all departmental heads including you if possible so that I am able to guide everyone regarding the steps which we wish to take in order to set up this process. I will also be inviting a couple of experts who will be able to advise on what we can do in order to ensure that we are complying with the rules.

**Sarvesh:** Please send me an email regarding the same and I will have it communicated to all departmental heads as something where their attendance is mandatory.

**Prakash:** Thank you Sarvesh.

(ACT II completed)

## ACT III

*Prakash has organised a workshop with departmental heads of his organisation. He has roped in Shankar to play the role of an expert who has knowledge of proper e-waste disposal having set up the process in his organisation.*

**Prakash:** Good morning everyone. Let me introduce you to Mr Shankar who is the procurement head at Global IT which has set up processes for proper e-waste disposal. We are also in the process to draft guidelines for our organisation and today we have invited him to help us understand the key issues and guide us further keeping in mind the compliance to the rules of e-waste handling and management. I will now make a presentation on e-waste and the affects of its improper disposal. Post that we can take questions from all of you which can be answered by Shankar and myself.

(Prakash makes a 15 minute presentation on the subject)

**Sarvesh:** Thank you for the presentation Prakash. I am sure all of us here have been enlightened on the subject. My question is, what are the agencies which will support us in ensuring that we are able to manage our e-waste properly?

**Shankar:** Thank you Sarvesh. That is a very important question. You see there is a lifecycle for an electronic product. It starts from mining of the metals, manufacturing of the material till it is sold through different channels to different kinds of consumers. Post its usefulness to the consumer, it is then disposed off. At the disposal stage there are different kinds of actors like a local kabadiwala who dismantles the product and then sells whatever he can't handle or a proper authorised recycler who takes away the disposed material and uses proper means and methods to recycle the material in an environmentally sound manner. The pollution control board monitors a lot of these activities and we need to ensure that we follow the guidelines that are set by them and the environment ministry in order to comply with the rules. Further more, we can ensure that at stages of procurement and rules we have contracts which ensure that compliance of rules is adhered to by the agencies who we are procuring from or disposing to.

**Sarvesh:** How do we sensitize employees to ensure that they adhere to the rules as well since they are also consumers of electronic items

**Shankar:** In fact this meeting of departmental heads is a stepping stone for the same. Each one of you use electronic products in your respective departments. You can organise small workshops or training sessions on this subject. In my organisation, this lead to employees coming back to us and asking us on how to dispose electronic products from their households since no recycler would come to take a single product. We set up collection drives in partnership with a NGO with the condition that the products would be channelised to an authorised recycler. This also helped to garner support for the social cause that the NGO upheld.

**Sarvesh:** What are the key aspects that we need to consider while disposal of items?

**Shankar:** You see all electrical and electronic items have different compositions. Some contain hazardous materials as well. In order to ensure that these are not mixed, you should have a defined space for collection of products which have reached end of life and will be disposed. This inventorization has to be duly recorded so that you are ensure that hazardous items are not mixed with non hazardous ones. Second, you must ensure that you have checked all certifications of agencies you are dealing with and monitor their activities so that you are absolutely sure of the compliances which need to be met as per the rules.

**Sarvesh:** Thank you Shankar and Prakash for organising this workshop and guiding us. We will certainly set up our processes for e-waste disposal in this manner and ensure that employees are also sensitized about these issues.

(ACT III completed)

*Shankar has now set up a process for e-waste disposal and has tied up with agencies which follow the rules for proper disposal of e-waste. Over the last 3 months, employees have contributed 500 kgs of e-waste in a drive that was organised with a NGO.*

# 4. References:

a) What is e-waste, its impact and generation status in India?

## Electronic waste or e-waste:

'e-waste' means waste electrical and electronic equipment whole or in part or rejects from their manufacturing, refurbishment and repair process which are intended to be discarded as waste.

**Source:**

Indian Ministry of Environment and Forests & Climate Change 2016. E-waste (Management) Rules, 2016.

<https://cpcb.nic.in/displaypdf.php?id=RS1XYXN0ZS9FLVdhc3RITV9SdWxlcl8yMDE2LnBkZg==>

[https://cpcb.nic.in/uploads/Projects/E-Waste/e-waste\\_amendment\\_notification\\_06.04.2018.pdf](https://cpcb.nic.in/uploads/Projects/E-Waste/e-waste_amendment_notification_06.04.2018.pdf) Central Pollution Control Board (CPCB)

<http://cpcb.nic.in/>

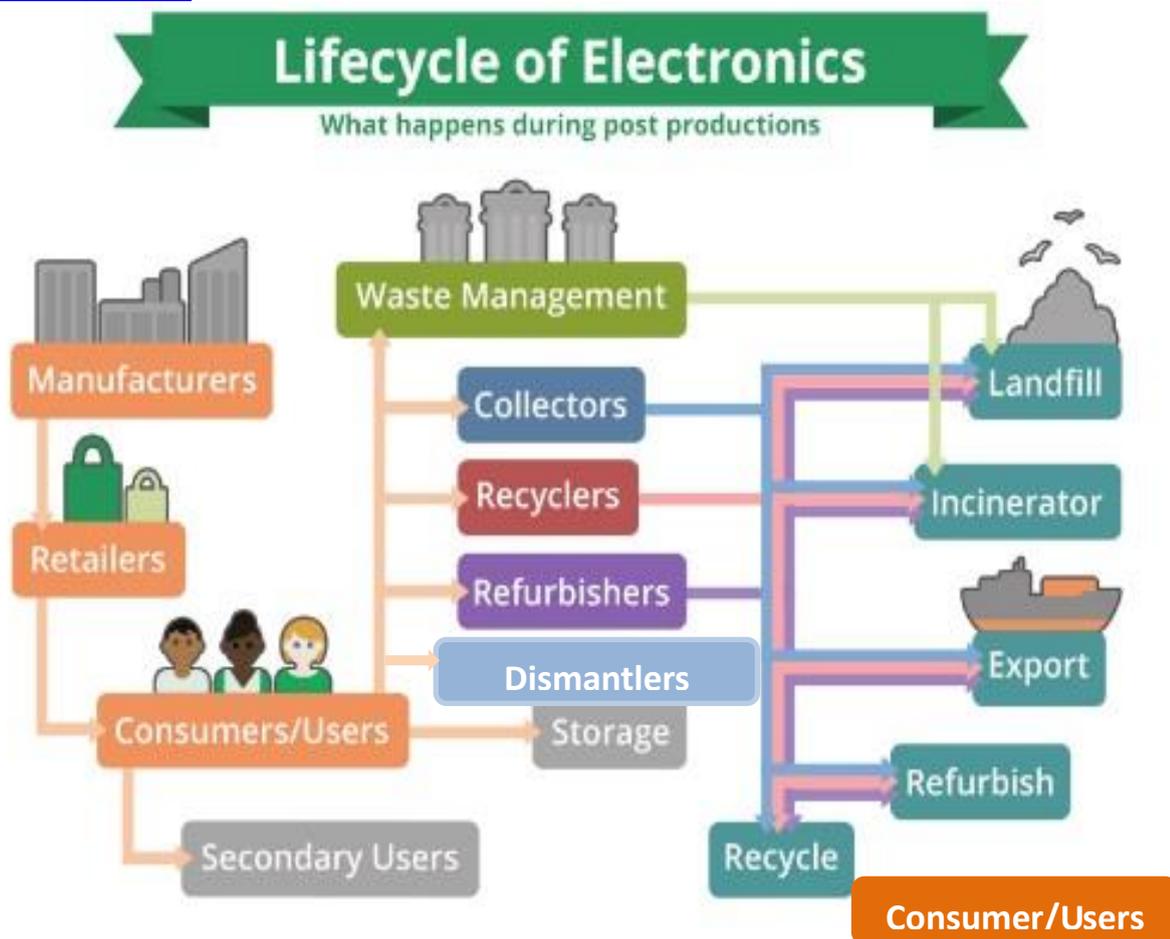


Figure 1: Lifecycle of electronics

**Source:**

<http://greatforest.com/sustainability101/uncategorized/e-waste-recycled-video/>

India plays an important role in the domestic generation of e-waste (2 Mt in 2016) due to the large population

Around 2 million tonnes of e-waste is generated in India in 2016 (Global E-waste monitor, 2017). The main sources of electronic waste in India are the government, public and private (industrial) sectors, which account for almost 70 per cent of total waste generation. The contribution of individual households is relatively small at about 15 per cent; the rest being contributed by manufacturers. Though individual households are not large contributors to waste generated by computers, they consume large quantities of consumer durables and are, therefore, potential creators of waste. An Indian market Research Bureau (IMRB) survey of 'E-waste generation at Source' in 2009 found that out of the total e-waste volume in India, televisions and desktops including servers comprised 68 per cent and 27 per cent respectively. Imports and mobile phones comprised of 2 per cent and 1 per cent respectively (Rajya Sabha Secretariat 2011). In countries like China and India, though annual generation per capita is less than 1 kg, it is growing at an exponential pace. The increasing "market penetration" in developing countries, "replacement market" in developed countries and "high obsolescence rate" make WEEE/E-waste one of the fastest waste streams. Main contributors of e-waste includes It includes computer and its accessories, monitors, printers, keyboards, central processing units; typewriters, mobile phones and chargers, remotes, compact discs, headphones, batteries, LCD/Plasma TVs, air conditioners, refrigerators and other household appliances (Rajya Sabha Secretariat 2011).

**Source:**

[https://collections.unu.edu/eserv/UNU:6341/Global-E-waste\\_Monitor\\_2017\\_electronic\\_single\\_pages\\_.pdf](https://collections.unu.edu/eserv/UNU:6341/Global-E-waste_Monitor_2017_electronic_single_pages_.pdf)

WEEE Recycle & CSE. E-Waste Training Course for Policymakers and Regulators – Facilitator’s Manual,

<http://greene.gov.in/wp-content/uploads/2019/08/2019082625.pdf>

Rajya Sabha Secretariat 2011: E-waste in India. New Delhi. [http://rajyasabha.nic.in/rsnew/publication\\_electronic/E-Waste\\_in\\_india.pdf](http://rajyasabha.nic.in/rsnew/publication_electronic/E-Waste_in_india.pdf)

## Composition of e-waste:

The composition of e-waste is very diverse and contains products across different categories. A typical electronic and electrical item consists of more than 1000 different substances which can fall under hazardous and non-hazardous categories. The major constituents are ferrous and non-ferrous metals, plastics, glass and plywood, printed circuit boards, concrete and ceramics, rubber and other items. Iron and steel constitutes about 50% of the WEEE followed by plastics (21%), non-ferrous metals (13%) and other constituents. Non-ferrous metals consist of metals like copper, aluminium and precious metals like silver, gold, platinum, palladium etc.

Pollutant/ Element	Occurrence
<b>Arsenic</b>	Semiconductors, diodes, microwaves, LEDs (light emitting diodes), solar cells
<b>Barium</b>	Electron tubes, filler for plastic and rubber, lubricant additives
<b>Brominated flame –proofing agent</b>	Casing, circuit boards (plastic), cables and PVC cables
<b>Cadmium</b>	Batteries, pigments solder, alloys, circuit boards, computer batteries, monitor cathode ray tubes (CRTs)
<b>Chrome</b>	Dyes/pigments, switches, solar
<b>Cobalt</b>	Insulators
<b>Copper</b>	Conducted in cables, copper ribbons, coils, circuitry, pigment
<b>Lead</b>	Lead rechargeable batteries, solar, transistors, lithium batteries PVC(polyvinyl chloride ) Stabilizers, lasers, LEDs, thermoelectric elements, circuit boards
<b>Liquid crystal</b>	Displays
<b>Lithium</b>	Mobile telephones, photographic equipment, video equipment (batteries)
<b>Mercury</b>	Components in copper machines and steam irons; batteries in clocks and pocket calculators, switches, LCDs
<b>Nickel</b>	Alloys, batteries, relays, semiconductors, pigments
<b>PCBs (Polychlorinated biphenyls)</b>	Transformers, capacitors, softening agent for paint, glue plastic
<b>Selenium</b>	Photoelectric cells, pigments, photocopiers, fax machine
<b>Silver</b>	Capacitors, switches (contacts), batteries, resistors
<b>Zinc</b>	Steel, brass, alloys, disposable and rechargeable batteries, luminous substances.

**Table 1: Pollutants and their occurrence in e-waste**

Source:

Rajya Sabha Secretariat, 2011

**Table 2: Hazards substances in e-waste (CPCB, 2008)**

Hazardous Substance	Danger
<b>Lead</b>	A neurotoxin that affects the kidneys and the reproductive system, high quantities can be fatal. It affects mental development in children. Mechanical breaking of CRTs (cathode ray tubes) and removing solder from microchips release lead as powder and fumes.
<b>Plastic</b>	Found in circuit boards, cabinets and cables, they contain carcinogens. BFRs or Brominated flame retardants give out carcinogenic Brominated dioxins and furans Dioxins can harm reproductive and immune systems. Burning PVC, a component of plastics, also produces dioxins BFR can leach into landfills Even the dust on computer cabinets contains BFR.
<b>Chromium</b>	Used to protect metal housings and plates in a computer from corrosion, inhaling Hexavalent chromium or chromium 6 can damage liver and kidney and cause bronchial maladies including asthmatic bronchitis and lung cancer.
<b>Mercury</b>	Affect the central nervous system, kidneys and immune system. It impairs foetus growth and harms infants through mother's milk. It is released while breaking and burning of circuit boards and switches mercury in water bodies can form methylated mercury through microbial activity. Methylated mercury is toxic and can enter the human food chain through aquatic.
<b>Beryllium</b>	Found in switch boards and printed circuit boards. It is carcinogenic and causes lung diseases.
<b>Cadmium</b>	A carcinogen. Long-term exposure causes Itai-Itai disease, which causes severe pain in the joints and spine. It affects the kidneys and softens bones. Cadmium is released into the environment as powder while crushing and milling of plastics, CRTs and circuit boards. Cadmium may be released with dust, entering surface water and groundwater.
<b>Acid</b>	Sulphuric and hydrochloric acids are used to separate metals from circuit board's furnes contain chlorine and sulphur dioxide, which cause respiratory problems. They are corrosive to the eye and skin.
<b>PBB</b>	Polyhalogenated derivatives which can cause pre and post natal complications and can lead girls to menarche at an early age. They can also cause acne.
<b>PBDE</b>	Leads to restriction in development of kids between the age of 1 and 6 years.

**Table 3: Possible Hazardous substances in e-waste components (CPCB, 2008)**

E-Waste Source	E-Waste Component	Environmental Hazard	Effects on Human
<b>CRTs (used in TVs, Monitors, ATM, Video Camera, etc), Batteries, PVC cables, Paints</b>	Lead, barium & other heavy metals	These metals leaching into the ground water and release of toxic phosphor	Anemia, Renal Toxicity, Insomnia
<b>Batteries, Housing &amp; Medical equipment</b>	Mercury	Air emissions as well as discharge into rivers of glass dust	Renal Toxicity, Muscle Tumors, Mental retardation

			cerebral palsy
<b>Plastics from printers, keyboards, monitors etc</b>	Plasticizer bisphenol-A(or BPA) as well DEHP and DBP Plastic compound known as phthalates	Chlorinated plastic release harmful chemicals into the surrounding soil, which seep into ground water or other surrounding water sources which cause serious harm to the species that drink this water.	Risk in developing heart problems, obesity reproductive disease
<b>PVC &amp; Polymer, Paints, Printing inks, electrical transformers &amp; Capacitors</b>	Polychlorinated Biphenyls (PCBs)	Include extreme pollution from production, toxic chemical exposure during use, hazards form fires	Suppression of immune system damage to the liver nervous and reproductive systems

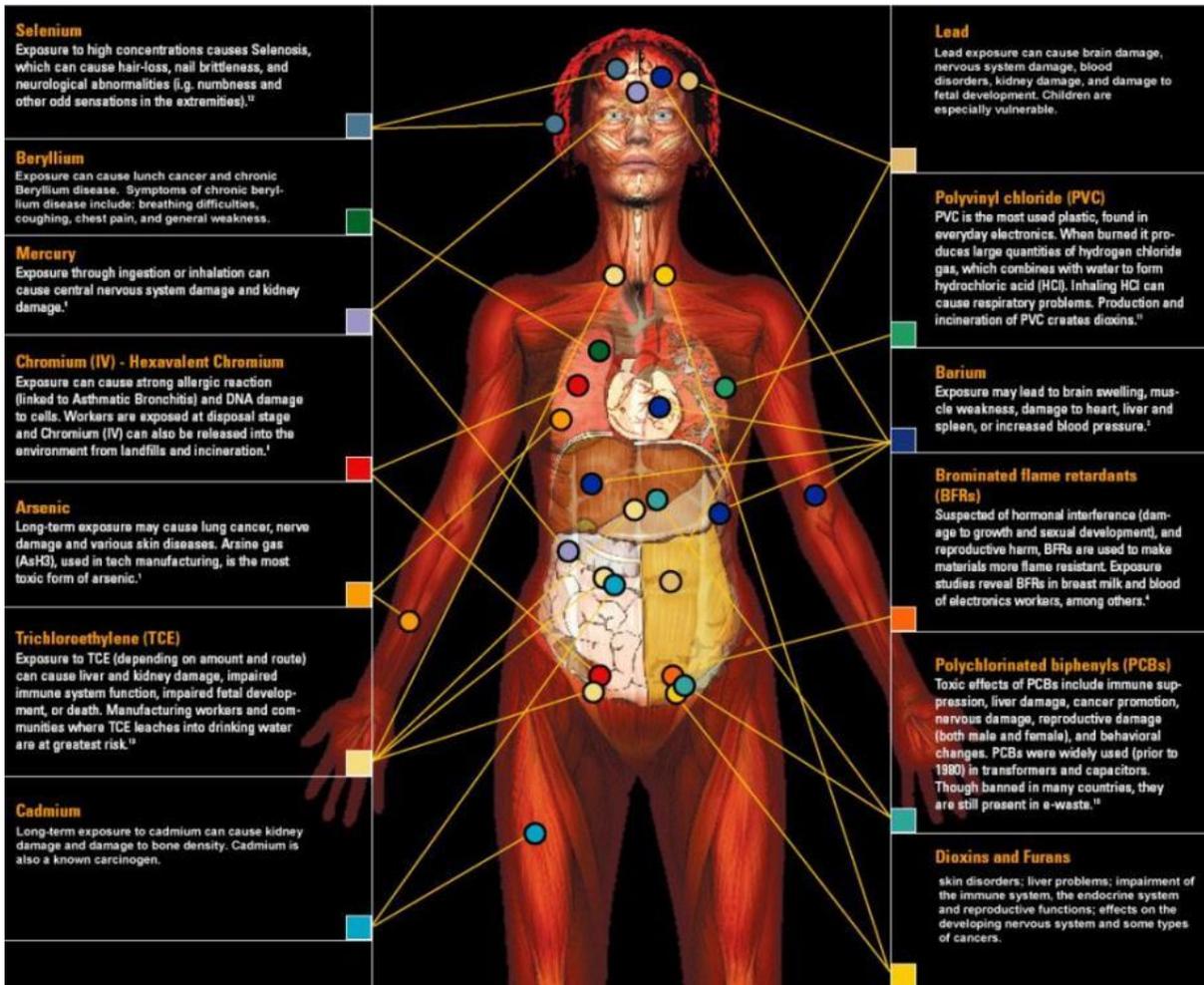


Figure 2: Adverse Impact of e-waste

Exposure to e-waste may lead to changes in thyroid function, changes in cellular expression and function, adverse neonatal outcomes, changes in temperament and behaviour, and decreased lung function. Boys aged 8–9 years living in an e-waste recycling town had a lower forced vital capacity than did those living in a control town. Significant negative correlations between blood chromium concentrations and forced vital capacity in children aged 11 and 13 years were also reported. Findings from most studies showed increases in spontaneous abortions, stillbirths, and premature births, and reduced birthweights and birth lengths associated

with exposure to e-waste. People living in e-waste recycling towns or working in e-waste recycling had evidence of greater DNA damage than did those living in control towns.

**Table 4: Component and possible hazardous content**

Component	Possible Hazardous Content
<b>Metal</b>	
<b>Motor/compressor</b>	
<b>Cooling</b>	Ozone Depleting Substances (ODS)
<b>Plastic</b>	Phthalate plasticize, BFR
<b>Insulation</b>	Insulation ODS in foam, Asbestos, refractory ceramic fiber
<b>Glass</b>	
<b>CRT</b>	Lead, antimony, mercury, phosphors
<b>LCD</b>	Mercury
<b>Rubber</b>	Phthalate plasticizer, BFR
<b>Winning/electrical</b>	Phthalate plasticizer, lead , BFR
<b>Concrete</b>	
<b>Transformer</b>	
<b>Circuit Board</b>	Lead Beryllium , antimony, BFR
<b>Fluorescent Lamp</b>	Mercury, Phosphorus, Flame retardants
<b>Incandescent Lamp</b>	
<b>Heating element</b>	
<b>Thermostat</b>	Mercury
<b>BFR – containing plastic</b>	BFRs
<b>Batteries</b>	Lead, lithium, Cadmium, Mercury
<b>CFC, HCFC , HFC , HC</b>	Ozone depleting substances
<b>External electric cables</b>	BFRs, plasticizers
<b>Electrolyte capacitors (over L/D 25mm)</b>	Glycol, other unknown substances

## b) What are the Building blocks of a policy on e-waste disposal?

Building blocks of a policy on e-waste requires identification of responsibilities of each of the stakeholders involved in the value change from manufacturing of EEE to its safe recycling. Some instruments that serve as building blocks include:

‘Extended Producer Responsibility’ means responsibility of any producer of electrical or electronic equipment, for channelisation of e-waste to ensure environmentally sound management of such waste. Extended Producer Responsibility may comprise of implementing take back system or setting up of collection centres or both and having agreed arrangements with authorised dismantler or recycler either individually or collectively through a Producer Responsibility Organisation recognised by producer or producers in their Extended Producer Responsibility - Authorisation;

e-waste exchange’ means an independent market instrument offering assistance or independent electronic systems offering services for sale and purchase of e-waste generated from end-of-life electrical and electronic equipment between agencies or organisations authorised under these rules;

‘Extended Producer Responsibility Plan’ means a plan submitted by a producer to Central Pollution Control Board, at the time of applying for Extended Producer Responsibility - Authorisation in which a producer shall provide details of e-waste channelisation system for targeted collection including detail of Producer Responsibility Organisation and e-waste exchange, if applicable;

‘Producer Responsibility Organisation’ means a professional organisation authorised or financed collectively or individually by producers, which can take the responsibility for collection and channelisation of e-waste

generated from the 'end-of-life' of their products to ensure environmentally sound management of such e-waste;

### Salient Features of the E-waste (Management) Rules, 2016 and its likely implication

E-Waste (Management & Handling Rules), 2011	E-Waste (Management Rules, 2016	Reasons/ and Likely implications
<b>Title</b>		
E-Waste (Management & Handling Rules), 2011	E-Waste (Management Rules, 2016	
<b>Applicability</b>		
Producer, Consumer or bulk consumer, collection centre, dismantler and recycler	Expanded to manufacturer, dealer, refurbisher and Producer Responsibility Organization (PRO)	To address leakage of e-waste to informal sector at all the stages of channelization.
Only to electrical and electronic equipment (EEE)	Extended to components, consumables, spares and parts to EEE in addition to equipment as listed in Schedule	Bulk of e-waste comprises of components, consumables, spares and parts of EEE which were not getting addressed in previous rules entailing to the scope of their channelization to informal sector.
	Compact Fluorescent Lamp (CFL) and other mercury containing lamp brought under the purview of rules.	Taking into account the lack of any regulation for management of CFL and other mercury containing lamp, CFL has been included in Schedule I which provide the list of EEE to which this rules is applicable.
<b>Exemption</b>		
Micro and Small industry sector as defined in Micro small and Medium Development Act, 2006	Micro enterprises as defined in the Micro, Small and Medium Enterprises Development Act, 2006	Exemption Continues for micro enterprises, however small enterprises, which have been referred as one of the major source of generation of e-waste, have been included in the rules for responsibility as manufacturer, <b>without burdening them with EPR responsibility as applicable to Producers.</b>
<b>Collection Mechanism</b>		
Collection centers can be set up by producer or by any person or agency or Association for the purpose of collecting e-waste.	Collection is now exclusively Producer's responsibility, which can set up collection centre or point or even can arrange buy back mechanism for such collection.	The rules Provide for setting up of individual collection centres which were not necessitated as part of EPR Authorization, thus giving leeway to producers for not setting

Separate authorization from SPCBs for setting up of such collection centres was necessary.	No separate authorization for such collection will be required, which will be indicated in the EPR Plan of Producers.	up such collection centres. Shift from collection centre to collection mechanism approach and removal of need of separate authorization will ensure effective collection simultaneously ensuring flexibility for Producers for implementation. This will check leakage of flow of e-waste to unauthorized players.
<b>Extended Producer Responsibility (EPR)</b>		
The Producers are required to obtain authorization from SPCBs/PCCs for implementing their Extended Producer Responsibility for effective channelization of E-waste to the registered dismantlers/recyclers	<p>Single EPR Authorization for Producers is now being made CPCBs responsibility to ensure pan India implementation.</p> <p>Procedure for seeking the authorization and for effective implementation has now been elaborated with various kinds of flexibilities provisions.</p>	<p>Need for separate EPR authorization from each state lead to significant delays and thus failure in implementation of EPR</p> <p>There had been significant lack of initiatives from Producers wrt implementation of EPR and for capacity building and awareness initiative, though mandated in the rules due to lack of elaborate procedure for the same in the rules which has now been elaborated step-wise</p>
<b>Flexibility for ease of implementation of EPR</b>		
No Provisions	Option has been given for setting up of PRO e-waste exchange, e-retailer, Deposit Refund Scheme as additional channel for implementation of EPR by Producers to ensure efficient channelization of e-waste	These are various non-mandatory options for ease of implementation of EPR
<b>Target based approach for collection under EPR</b>		
No such Provision	<p>Collection and channelization of e-waste in Extended Producer Responsibility- Authorisation shall be in line with the targets prescribed in Schedule III of the Rules.</p> <p>The Phase wise collection Target for e-waste which can be either in number or weigh shall be 30% of the quantity of waste generation as indicated in EPR Plan during first two year of implementation of rules followed by 40% during third and fourth years, 50% during fifth and sixth</p>	<p>Target based approach for implementation of EPR has been Adopted on the basis of existing international best practices which indicate higher success rate for implementation of EPR in those countries having target based EPR Mechanism.</p> <p>Target Based approach (Minimum) is being used in many countries like Japan (recycling rate 50%) to 60%), South Korea</p>

	years and 70% during seventh year onwards.	<p>(Recycling rate 55% To 70%), UK (Recycling and recovery rate 50% to80%) and Netherlands (recycling rates 45% to 75%).</p> <p>As it may be noted in all these countries target is with reference to successful recycling rate, whereas in India we have just began with adoption of successful collection rate to begin with., Further, the minimum target has been 45-55% internationally. Whereas, in India in order to gain experience the target has been kept as collection rate of 30% of the total e-waste generated as per the EPR plan submitted by Producer themselves.</p> <p>In order to ascertain the annual quantity of waste generated, category wise average life and the weight shall be used and this will be applied tom sales figure of the producers to arrive at the quantity of e-waste generation. All the details will be prescribed in the CPCB guidelines.</p>
<b>Simplification of Permission</b>		
<p>Authorization for collection centre, Dismantler and Recyclers to obtain Authorization and Registration, separately.</p> <p>Separate EPR authorization by all the states.</p>	<p>No separate authorization for collection centre which shall be part of EPR now</p> <p>Registration/authorization for dismantling and recycling through one system i.e. Authorization instead of both registration and authorization</p> <p>Pan India EPR authorization by CPCB</p>	<p>Simplification of various permissions to avoid delays.</p>
<b>Economic Instrument for implementation of the rules</b>		
<p>No specific citation</p>	<p>Deposit Refund Scheme has been introduced as an additional economic instrument wherein the producer charges an additional amount As a deposit at the time of sale of the electrical and electronic equipment and returns it to the consumer along with interest when the end-of-life</p>	<p>As optional financial mechanism for effective implementation of EPR</p>

	electrical and electronic equipment is returned.	
<b>E-waste Exchange</b>		
No specific citation	The e-waste exchange as an option has been provided in the rules.	The e-waste exchange as an option has been provided in the rules as an independent market instrument offering assistance or independent electronic systems offering services for sale and purchase of e-waste generated from end-of-life electrical and electronic equipment between agencies or organizations authorized under these rules.
<b>Responsibilities of Manufacturer</b>		
No Provision	To collect e-waste generated during the manufacture of any electrical and electronic equipment and channelize it for recycling or disposal and seek authorization from SPCB.	To check the leakage to informal sector.
<b>Responsibilities of dealers</b>		
No Provision	In the case the dealer has been given the responsibility of collection on behalf of the producer, the dealer shall collect the e-waste by providing the consumer a box.  Dealer or retailer or e-retailer shall refund the amount as per take back system or Deposit refund Scheme of the producer to the deposition of e-waste	This will provide flexibility to producer for channelization and ensure ease of implementation by consumers for depositing the e-waste at end of life.
<b>Responsibilities of the Refurbisher</b>		
No Provision	Collect e-waste generated during the process of refurbishing and channelise the waste to authorised dismantler or recycler through its collection centre and seek one time authorization from CPCB.	To check the leakage to informal sector.
<b>Obligations for Bulk Consumer</b>		
Bulk consumer means bulk users of electrical and electronic equipment such as Central Government or State Government Departments, public sector undertakings, banks, educational institutions, multinational organizations, international agencies, partnership and	Bulk Consumer is being redefined by adding and health care facilities which have turnover of more than one crore or have more than twenty employees.  They need to file annual returns.	To bring clarity in respect of definition and to put obligations on bulk consumers who are major generators and whose compliance was non satisfactory due to lack of any concrete obligation on reporting

<p>public or private companies that are registered under the Factories Act, 1948(63 of 1948) and the Companies Act, 2013 (18 of 2013)</p> <p>No provision on annual return</p>		
<p><b>Responsibility of State Government</b></p>		
<p>No Provision</p>	<p>The roles of the State Government has been also introduced in the Rules in order to ensure safety, health and skill development of the workers involved in the dismantling and recycling operations. These responsibilities are as given below;</p> <ul style="list-style-type: none"> <li>(i) Department of Industry in State or any other government agency authorised in this regard y the State Government in to ensure earmarking or allocation of industrial space or shed for e-waste dismantling and recycling in the existing and upcoming industrial part, estate and industrial clusters;</li> <li>(ii) Department of Labour in the State or any other government agency authorised in this regard by the State Government need to ensure recognition and registration of workers involved in dismantling and recycling; assist formation of groups of such workers to facilitate setting up dismantling facilities; undertake industrial skill development activities for the workers involved in dismantling and recycling, and undertake annual monitoring and to ensure safety &amp; health of workers</li> </ul>	<p>Involvement of state government for effective implantation of the rules and simultaneously ensure welfare, safety and health of the workers involved in this e-waste management sector.</p>

	involved in dismantling and recycling (iii) State Government to prepare integrated plan for effective implementation of these provisions, and to submit annual report to Ministry of Environment, Forest and Climate Change.	
<b>Reduction of Hazardous Substances (RoHS) during manufacturing stage</b>		
Every producer of electrical and electronic equipment and their components or consumables or parts or spares listed in Schedule I shall ensure that, new Electrical and Electronic Equipment and their components or consumables or parts or spares do not contain Lead, mercury, Cadmium, Hexavalent Chromium, Polybrominated biphenyls and Polybrominated diphenyl ethers beyond a maximum concentration value of 0.1% by weight in homogenous materials for lead, mercury, hexavalent chromium, Polybrominated biphenyl and Polybrominated diphenyl ethers and of 0.01% by weight in homogenous materials for cadmium.	The procedure for implementation of RoHS has been elaborated and made explicit Provision on Reduction of Hazardous Substances (RoHS) And related schedule II has been revised in line with existing EU regulatory framework which forms the basis of the provision.  In case the products not comply with the RoHS provision, has been introduced to withdraw or recall the product from market and take corrective measures to bring the product into compliance.	For effective implementation  In line with existing international best practices.  Stringent compliance mechanism
<b>Transportation of E-waste</b>		
No provision	The transportation of e-waste shall be carried out As per the manifest system whereby the transporter shall be required to carry a document (three copies) prepared by the sender, giving the details as per Form-6;	To prevent leakage of e-waste to informal sector during transportaiton
<b>Liability provision</b>		
No provision	Liability for damages caused to the environment or third party due to improper management of e-waste including provision for levying financial penalty for violation of provisions of the Rules has also been introduced.	For effective implementation
<b>Responsibility of Urban Local Bodies</b>		
No specific citation	Urban Local Bodies (Municipal	To bring clarity in the rules

	Committee/Council/Corporation) has been assign the duty to collect and channelized the orphan products to authorized dismantler or recycler.	for effective implementation and prevent leakage to informal sector
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## **Guidelines for Producer Responsibility Organization (PRO) [Under E-waste (Management) Amendment Rules, 2018]**

### **1. Background:**

In the E-waste (M) Rules, 2016, Producers of Electrical and Electronic Equipment (EEE) have been given options to manage their extended producer responsibility (EPR) either individually or collectively through a producer responsibility organisation (PRO) recognised by the producer or producers in their EPR-Authorisation. As per Rule 13 (1) (xvii) of E-Waste (Management) Amendment Rules, 2018, a PRO shall apply to the Central Pollution Control Board for registration to undertake the activities prescribed for Producer Responsibility Organisations under these Rules. The said rules prescribed the activities to be carried out by the PRO in the definition of the PRO. However, in the said rules procedure of registration and criteria for registration has not been detailed out. In view of the above, this document has been prepared to provide a framework for registering PRO.

### **2. Definition of PRO:**

As per rule 3(dd), 'Producer Responsibility Organisation (PRO) means a professional organisation Authorised or financed or collectively or individually by producers, which can take the responsibility for collection and channelization of e-waste generated from the 'end-of-life' of their products to ensure environmentally sound management of such e-waste.

### **3. Role of PRO:**

A PRO Can assist a producer or producers in meeting their legal obligations (Achieving collection targets, setting up of collection centres/points/implementing take back, carrying awareness programmes etc.), only if producer (S) engage that PRO.

- PRO shall have an agreement with producer (s) or a consortium of producers. Such agreement shall outline the role and responsibility of PRO for managing EPR.

### **4. Activities of PRO:**

1. Collection and Channelization of e-waste on behalf of authorised producers for environmentally sound management of such waste. Producers may engage PROs for specific or multiple tasks relating to management of their EPR
2. The activities of PRO may include one or more of the following tasks.
  - I. Establishment of collection mechanism (door to door collection/collection campaign/e-waste exchange platform/procurement form individuals)
  - II. Implementation of buy back/take back/DRS/e-waste exchange
  - III. Establishment of collection centres/points this may include setting up of collection godowns or operating through warehouses as per the guidelines of CPCB
  - IV. Implementation of take back
  - V. Logistics arrangements
  - VI. Ensuring traceability of the e-waste collected and channelized
  - VII. Ensuring Environmentally sound dismantling and recycling of e-waste
  - VIII. Conducting awareness programme among consumer's/bulk consumer/producers for collection and channelisation of e-waste
  - IX. Helping producers in filling of quarterly/annual returns as per the rules.

**CENTRAL POLLUTION CONTROL BOARD  
WASTE MANAGEMENT-III DIVISION**

**Date: 06.06.2019**

**Kind Attention: Custom/Port Authorities, State Pollution Control Boards, Pollution Control Committees, Manufacturers, Consumers and Bulk Consumers.**

**Sub: Clarification Regarding Non-Applicability of EPR Authorization under E-waste (Management) Rules, 2016 as amended thereof – Regarding**

A. EPR Authorization is **NOT** required in case;

1. The Electrical and Electronic Equipment (including their spare components, consumables) not listed in the **Schedule-I E-waste (Management) Rules, 2016**.
2. The import of Electrical Equipment is for the purpose of selling to EPR Authorized Producers. Provided that the importer submits the following documents to Customs/Port Authorities;
  - i. Copy of agreements with EPR Authorised Producers for whom the importer is importing.
  - ii. Copy of EPR Authorization of the Producer (s) for whom the importer is importing.
  - iii. Letter from EPR- Authorised Producers that Importer is importing on behalf of EPR- Authorised Producer.
3. Import of spares (old or new) by **actual users\*** from original equipment manufacturers (OEM) for the purpose of warranty replacement, provided equal number of defective or non-functional parts are exported back within a year in accordance to document verification by **Custom Authorities** as specified under **Schedule VIII (4-e)** of Hazardous waste and Other wastes (Management and Transboundary Movement) Rules, 2016

**\*Actual user from OEM is the warranty service provider from OEM**

B. EPR Authorization is **NOT** applicable to;

4. Consumers or Bulk Consumers if they import Electrical and Electronic Equipment (EEE) for self or captive use. Provided that the consumer or Bulk consumer submits self-declaration on stamp paper declaring that EEE item being imported are intended for sale for captive use and not for sale to Customs/Port Authorities.

5. Manufacturers of Electrical and Electronic Equipment (including their spare components, consumables) listed in the Schedule-I of E-waste (Management) Rules, 2016 if they Are manufacturing and/or importing for the purpose of selling exclusively to EPR-Authorised producers. Provided that the manufacturer submits the following documents to Customs/Port Authorities;

- (i) Copy of agreements with EPR Authorised Producers for whom it is manufactured or imported.
- (ii) Copy of EPR Authorisation of the Producer (s) for whom it is manufactured and/ or imported.
- (iii) Letter from EPR-Authorised Producers stating that the EEE is manufactured and/ or imported on behalf of EPR-Authorised Producer.

**Central Pollution Control Board  
WM-III Division**

**F .No. B-29016/ (EPR)/ 18/WM-III Div.**

**Dated: 04/12/2018**

**Kind Attention:  
EPR Authorized Producers**

**Sub: Maintenance of documents for compliance of rule 16 of E-waste (Management) Rules, 2016 related to Reduction in the use of Hazardous Substance (RoHS) in the Manufacture of Electrical electronic Equipment and their Components or Consumables or parts**

It is to inform that CPCB has started inspection of EPR Authorized Producers for verification of documents and activities for implementation of Extended Producer Responsibility (EPR)

It has been observed that many of the Producers were not maintaining records related to RoHS compliance for which they had submitted self-declarations to CPCB while seeking EPR authorization.

EPR Authorized Producers are hereby advised and informed that they have to maintain technical documents pertaining to RoHS compliance, failing which EPR Authorisation shall be suspended/cancelled.

**Attention: Authorised Recyclers of E-waste documents to be retained for verification for compliance of collection targets**

- Copy of destruction certificate issued to producers
- Form-6; E-waste Manifest (Pink Copy)
- Form-2 for maintaining records of E-waste handled, dismantled and recycled
- Dharma kanta (Weigh Bridge) receipt and pictures of the vehicle showing their registration number as proof of transportation of e-waste
- E-bay Bill
- Details of different items (Category wise) after segregation.
- Transaction details of funds a proof that dismantled e-waste has been further recycled
- Authorisation certificate in original;
- Pass book in original
- Consent to operate in original
- Authorization under Hazardous and other wastes (Management an transboundary Movement) / Rules, 2016 for disposal of Hazardous and other wastes

**Steps for making an application for EPR- Authorisation**

**Step-1**

- Make application in Form-1, of E-waste (Management) Rules, 2016
- For downloading Form-1, one has to go to CPCB web Site.
- The web link is <http://cpcb.nic.in/index.php>
- On the home page of CPCB website first go to 'Projects' and in the drop down menu select 'Waste Management' then in the next drop down menu select 'E-Waste'. Under 'E-Waste and under the rules following two items are available.
  - E-waste Rules, 2016
  - Form – 1 of E-Waste Rules, 2016
- The Form- 1 is available at <http://cpcb.nic.in/e-waste/>

**Step-2**

**Filling of Form-1 of E-waste (Management) Rules, 2016**

Application can be filled up with the help of guidelines (Final Guidelines on Implementation of E-Waste) Rules 2016- available at link <http://cpcb.nic.in/technical-guidelines-4/> and procedures of processing application (Final Procedure for Processing EPR Application under e-waste Rules 2016- available at link <http://cpcb.nic.in/application-for-epr-authorization-under-rule-13/>)

**Additional Information:**

**EPR- Authorization** is required by producers of notified equipments (their components or consumables or parts or spares) listed in Schedule I of E-waste (Management) Rules, 2016 And is A permission to A producer for managing Extended Producer Responsibility with Implementation Plans and targets outlined in such authorisation.

**EPR- Plan** means a plan submitted by a producer at the time of applying for Extended Producer Responsibility- Authorisation in which a producer shall provide details of e-waste channelization system for targeted collection.

**Documents to required:**

- EPR Plan (Complete as per guidelines and procedures for processing application)
- Self-declaration for compliance of Reduction of Hazardous Substance (RoHS) provision As per the format given in the guidelines And in the procedures of processing application.
- Copies of agreement document with dismantlers, recyclers, and Treatment, Storage & Disposal Facilities (TSDFs) etc.
- Declaration for availability of the technical documents as per EN 50581 of EU
- Copy of the permissions/licences from the relevant ministry/department for marketing various products or for doing the business such;

i) GST details, ii) PAN details, iii) Copy of Incorporation Certificate, if applicable, iv) Copy of IEC in case of importers

- Self- attested copy of authorisation of dismantlers/recyclers
- List of producers attached with the dismantlers/recyclers along with producer's collection targets

### c) How and where can you get information on the locally available collection, dismantling and recycling services for e-waste?

All manufacturers, producers and dealers should provide information about locally available collection, dismantling and recycling services through their web platforms, outlets. The information should also be available at the SPCB web platforms. Regular awareness campaigns and advertisements should be organized for providing information about locally available collection, dismantling and recycling services.

### d) What questions should you ask the manufacturers when you do bulk procurement of electrical and electronic goods? What conditions can you introduce in your tender specification to enable easy disposal of e-waste?

The questions that can be asked from the manufacturers and conditions that can be introduced in tender are:

1. Ask whether 'Extended Producer Responsibility - Authorisation' is available with the manufacturer. It means a permission given by Central Pollution Control Board to a producer, for managing Extended Producer Responsibility with implementation plans and targets outlined in such authorisation including detail of Producer Responsibility Organisation and e-waste exchange, if applicable. This can be a mandatory condition in tender.
2. Ask if manufacturer has submitted the 'Extended Producer Responsibility Plan' means a plan submitted by a producer to Central Pollution Control Board, at the time of applying for Extended Producer Responsibility - Authorisation in which a producer shall provide details of e-waste channelisation system for targeted collection including detail of Producer Responsibility Organisation and e-waste exchange, if applicable. This can be a mandatory condition in tender.
3. Ask if manufacturer has 'facility' or any location wherein the process incidental to the collection, reception, storage, segregation, refurbishing, dismantling, recycling, treatment and disposal of e-waste are carried out. This can be a mandatory condition in tender.
4. Ask if the manufacturer has set up 'deposit refund scheme' means a scheme whereby the producer charges an additional amount as a deposit at the time of sale of the electrical and electronic equipment

and returns it to the consumer along with interest when the end-of life electrical and electronic equipment is returned. This can be a mandatory condition in tender.

5. Ask regarding tie up with dismantlers and recyclers. This can be a mandatory condition in tender.

## e) What questions should you ask the e-waste collector/ dismantler/ recycler when you dispose of your e-waste?

The following questions can be asked from the e-waste collector/ dismantler/ recycler:

1. Does the organization or individual has authorization from the CPCB or SPCB for collecting, dismantling or recycling the e-waste.
2. Does it has safe working conditions, tools and equipment to ensure safe treatment and disposal of e-waste.

## f) How can you engage your employees in such an awareness and collection drive and what are the additional interesting concepts that can be used to introduce the idea of depositing e-waste for recycling?

By providing a short presentation on the harmful effects of e-waste on environment and its social and economic dimensions it should be possible to motivate employees for participating in collection and awareness drive. Information leaflets, emails with links to more information about e-waste management can be shared with employees to increase their engagement.

## g) LOHAS:

LOHAS is acronym for Lifestyles of Health and Sustainability and is based on the work of US sociologist Paul H. Ray. LOHAS consumers' lifestyle and purchasing decisions are informed by their values regarding personal, family and community health, environmental sustainability and social justice. These values and attitudes are driving the markets for products as diverse as renewable energy, solar hot water, organic foods, recycled and sustainable homewares, domestic rainwater tanks, sustainable timbers, natural cleaning products, alternative medicine, yoga and eco-tourism.

### Source:

LOHAS, (2016), Introduction, <http://www.lohas.com.au/what-lohas>

## Personal Action Plan of LOHAS:

According to the Ellen Macarthur Foundation, today's linear 'take, make, dispose' economic model is reaching its physical limits or is unsustainable. Therefore there is a need to adopt a circular economy that is an attractive and viable alternative as it is restorative and regenerative by design, and aims to keep products, components, and materials at their highest utility and value at all times. As envisioned by the originators, a circular economy is a continuous positive development cycle that preserves and enhances natural capital, optimises resource yields, and minimises system risks by managing finite stocks and renewable flows. It works effectively at every scale.

LOHAS contributes to the concept of circular economy by ensuring that products are used keeping in mind the aim of reducing the adverse environmental and social impacts. LOHAS aims at moving consumers from being purchasers to participants for making a difference in terms of environmental and social impact of the product.

Personal action plan should start with finding and knowing more about the environmental and social impact of the product during manufacturing, use and end of life. For example if we use a television we can find what all

metals, minerals and other substances were used to manufacture it and what was the environmental and social impact of the product.

LOHAS consumers actively seek green and sustainable products, support the principle of reduce, reuse and recycle in their day to day life and purchase decisions. Therefore, after the product's impact is known the person should compare the impact of this product with that of similar products available in the market. He or she should actively ask questions about the environmental management system and recycling program of the company. After comparison the consumer adopting LOHAS should opt for the most eco-friendly and recyclable product even if it costs slightly higher. For example, given a choice that you can buy a computer with 50% less harmful materials and made out of recycled plastic, you should buy it even if it is costing more than the computer with high percentage of harmful material and on use of recycled plastics.

For tackling e-waste challenge LOHAS consumers should demand from manufacturers that products should be made with minimum amount of harmful substances and they should ensure that e-waste is collected and managed in an environmentally and socially responsible manner. This will motivate the companies to change their manufacturing process to more sustainable options and implement recycling programs.

**Source:**

Natural Marketing Institute, (2007), Understand the LOHAS Consumer. [http://www.lohas.se/wp-content/uploads/2015/07/Understanding-the-LOHAS-Consumer-11\\_LOHAS\\_Whole\\_Foods\\_Version.pdf](http://www.lohas.se/wp-content/uploads/2015/07/Understanding-the-LOHAS-Consumer-11_LOHAS_Whole_Foods_Version.pdf)

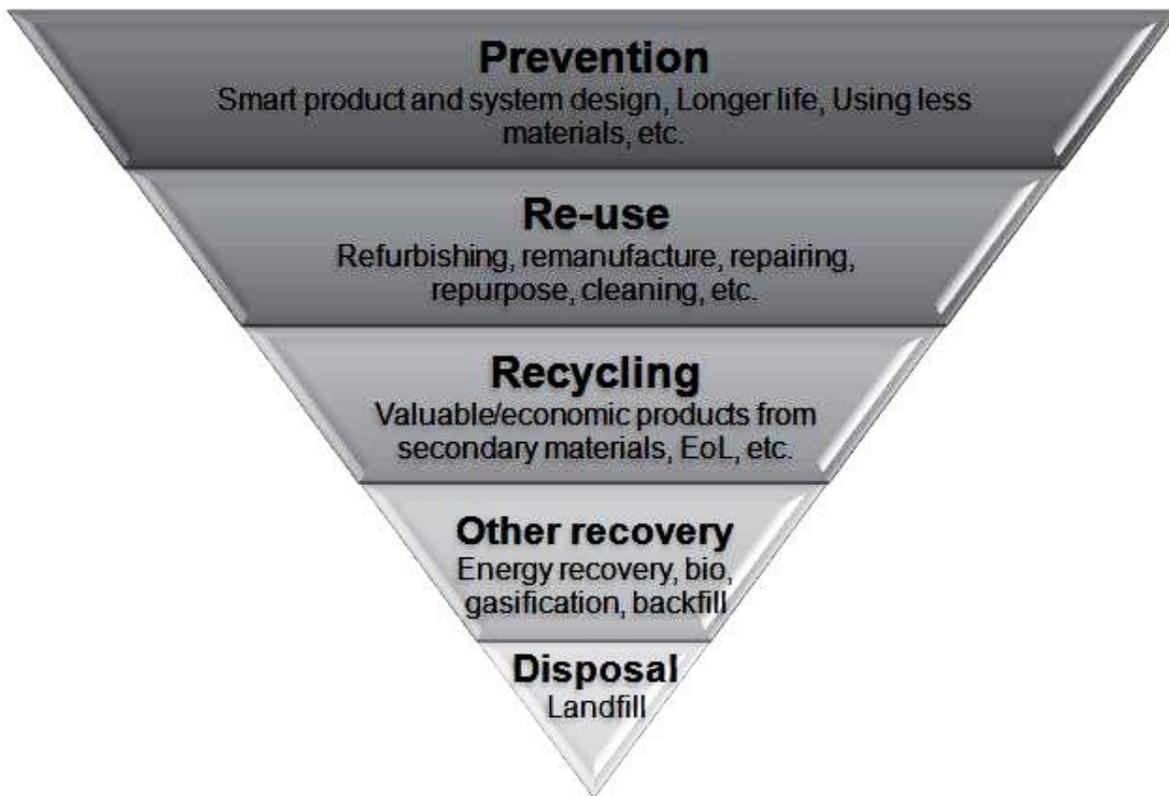
Ellen Macarthur Foundation, (2015), Concept of circular economy, <http://www.ellenmacarthurfoundation.org/circular-economy/overview/concept>

## Secondary resources:

A secondary resource is something created by the process or consumer of products at their end-of-life for further processing, obviously if it is economically viable to do so. It really is the economic value of secondary resources that drives the recycling system, and the basis of the circular economy. Thus treating secondary resources is principally a matter of considering the economic value that it contains and also the form in which this value is present i.e. the mineralogy, the combinations of materials, linkages etc. The figure below gives a succinct overview of a circular economy

**Source:**

EC Brussels, 2.7.2014 COM(2014)



**Figure 3: Steps towards a circular economy**

The figure very clearly highlights through the “Raw Materials” and “Recycling” sections that process metallurgy is a key aspect in the realization of a closed-loop society. It really is the economic value of secondary resources that drives the recycling system, and the basis of the circular economy.

On the other hand primary resources are mostly extracted through mining operations leading to high economic, social and environmental costs. Use of secondary resources that use waste as a source of materials for building useful products leads to reduction in mining and prevents harmful environmental and social impacts.

Companies have already begun to transform themselves as participants of circular economy by design products that can more readily be recycled and reused. For example, Dell has introduced first computer made with plastics from recycled old electronics.

# Dell's Closed-loop Recycling Process

Dell becomes the first to offer a computer made via the UL Environment certified closed-loop process with the launch of the OptiPlex 3030 All-in-One. By using plastics collected through our existing takeback and recycling programs to build new systems, we are helping drive a circular economy for the IT industry.

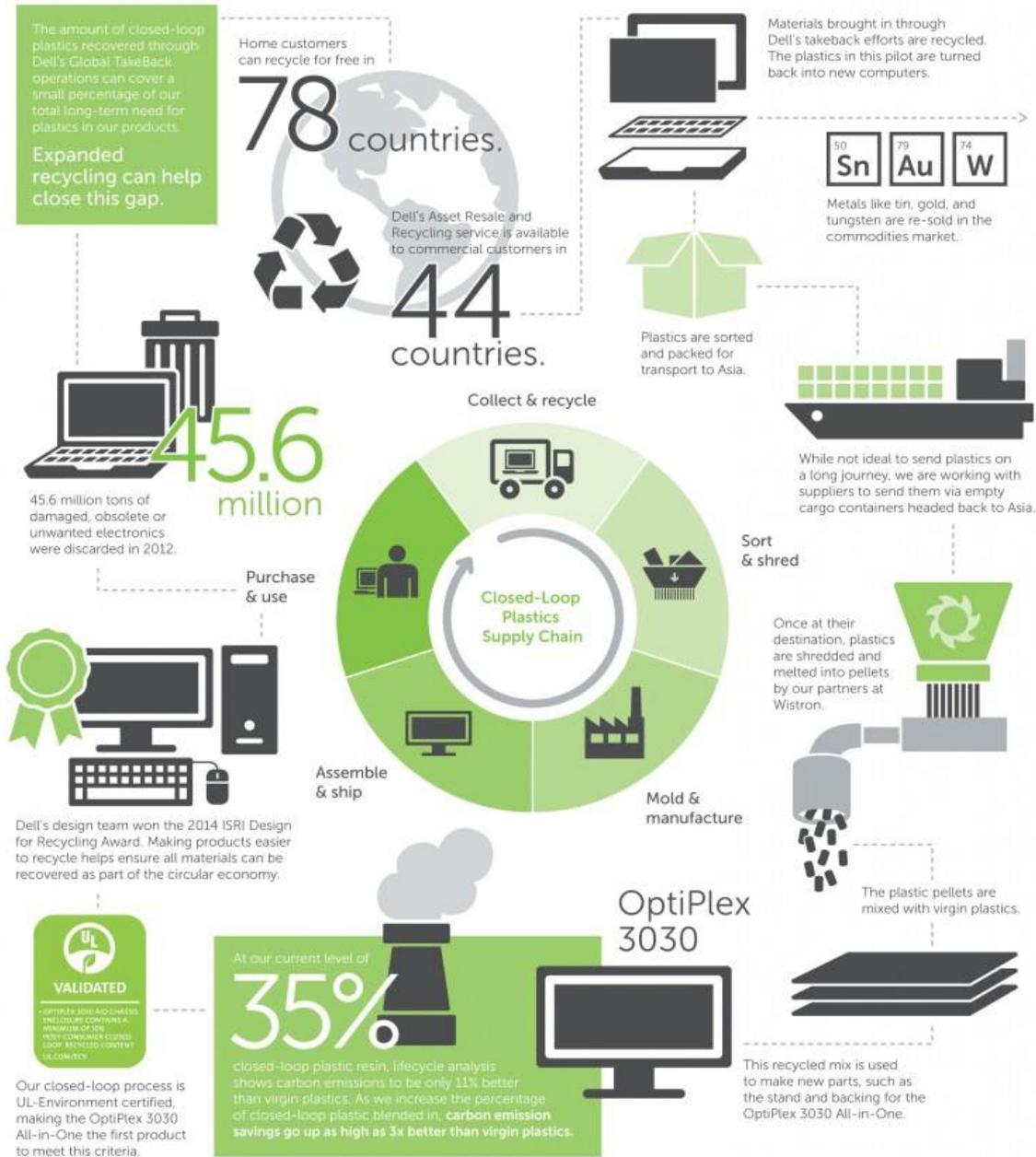


Figure 4: Closed loop recycling process

Source:

USING SECONDARY RESOURCES – TOWARDS SYSTEM INTEGRATED METAL PRODUCTION (SIMP), 30/01/2015, by: Markus Reuter <http://www.outotec.com/en/About-us/Blogs/Experts-thinking-ahead/Metal-and-material-recycling/Dates/2015/1/Using-secondary-resources--towards-System-Integrated-Metal-Production-SIMP/>

Dell, (2014), Dell has introduced first computer made with plastics from recycled old electronics.  
<http://www.electronicstakeback.com/2014/06/12/dell-introduces-first-computer-made-with-plastics-from-recycled-electronics/>

## h) How can you organize a collection drive for e-waste in your organization? Which agencies can support you in organizing such a collection and awareness drive? How to set up a collection centre?

A collection drive for e-waste can be organized by contacting manufacturer or dealers who would then refer to the authorized collector, dismantler and recycler of e-waste. A record of each item collected in the drive should be maintained and provided to the collector, dismantler and recycler. The local pollution control board officer can be informed about the drive and the e-waste collected during the drive so that they can audit if safe recycling of the collected e-waste has been conducted.

All manufacturers, dealers and government's environment department could support collection and awareness drive. In addition national, international and local environmental NGOs can be partners for such a drive.

### Setting up a collection center for e-waste:

As per the e-waste management and handling rules to set up a collection center there is a need to apply for authorization from the State Pollution Control Board or Pollution Control Committee as per FORM – 1(a). There is a need to have agreements with producers who are willing to get the e-waste covered under their EPR collected at your center as well as with dismantlers and recyclers who will be taking the e-waste from the collection center for further processing. It should be ensured that systems for record keeping and training for safe handling and storage of e-waste is provided to the people who will be managing the collection center.

### Responsibilities of Collection Centers include:

- (1) Ensure that the facilities are in accordance with the standards or guidelines prescribed by the Central Pollution Control Board from time to time;
- (2) The e-waste collected by them is stored in a secured manner till it is sent to registered dismantler or recycler as the case may be;
- (3) Ensure that no damage is caused to the environment during storage and transportation of e-waste;
- (4) Maintain records of the e-waste handled in Form 2 and make such records available for scrutiny by the State Pollution Control Board or the Pollution Control Committee concerned.

### Amount of e-waste and recycling

The increased use of electrical and electronic equipment (EEE) and their high rate of obsolescence is leading to around 44.7 million tons of e-waste generation globally and only 20% was recycled through appropriate channel.. From the developed countries around 75% to 80% of e-waste is shipped to countries in Asia and Africa for “recycling” and disposal where majority of imported e-waste is managed through informal unsafe recycling channels (Perkins et al., (2014): 287).

Around 2 million tonnes of e-waste is generated in India (Global E-waste Monitor) According to Central Pollution Control Board (CPCB) (2019) list of registered e-waste dismantler/recycler in the country as on 27-06-2019 the total recycling capacity is 782080.62MTA.

For example, around 170,000 tons of electronic waste is generated from scrapped television alone in India every year. If each ton has a value of INR 10,000 then the recycling industry turnover would be INR 170 Crores. The total market is worth INR 1700 Crores despite considering a conservative value of e-waste.

Graphic: Kannan Sundar

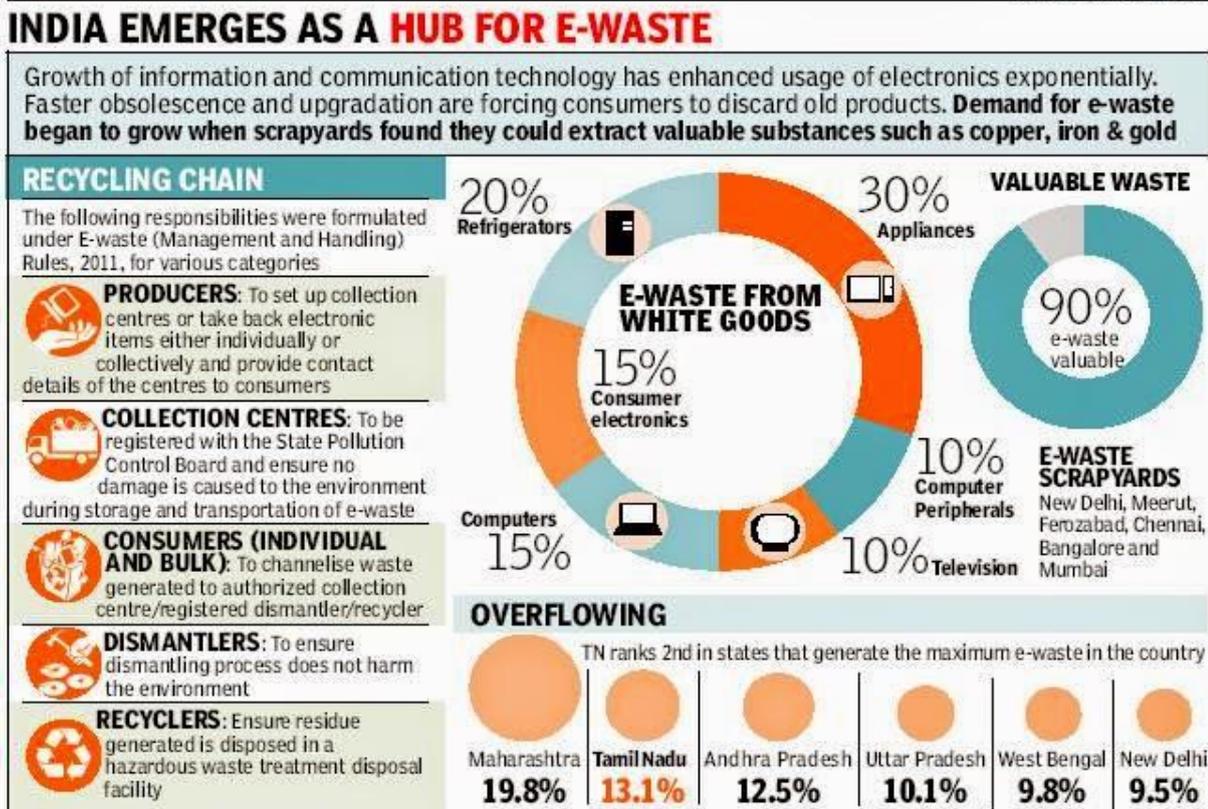


Figure 5: e-waste generation in India

The e-waste recycling sector revenue in 2015 was estimated at Euro 2.5 billion and is expected to grow to 3.5 billion by 2020 (Cucchiella et al., (2015)).

Source:

Central Pollution Control Board (CPCB) (2019), List of e-waste recyclers in India, [https://cpcb.nic.in/uploads/Projects/E-Waste/List\\_of\\_E-waste\\_Recycler.pdf](https://cpcb.nic.in/uploads/Projects/E-Waste/List_of_E-waste_Recycler.pdf)

Cucchiella, Federica, D'Adamo, Idiano, Koh, S.C. Lenny, Rosa, Paolo, (2015), Recycling of WEEEs: An economic assessment of present and future e-waste streams, Renewable and Sustainable Energy Reviews, Volume 51, November 2015, Pages. 263-272.

# TRACKING THE WORLD'S E-WASTE

In conjunction with Solving the E-Waste Problem Initiative (StEP), the United Nations and various organizations are tracking the generation, collection and export of used electronics.

**E-WASTE GENERATED BY COUNTRY** (2012 total, in millions of tons)

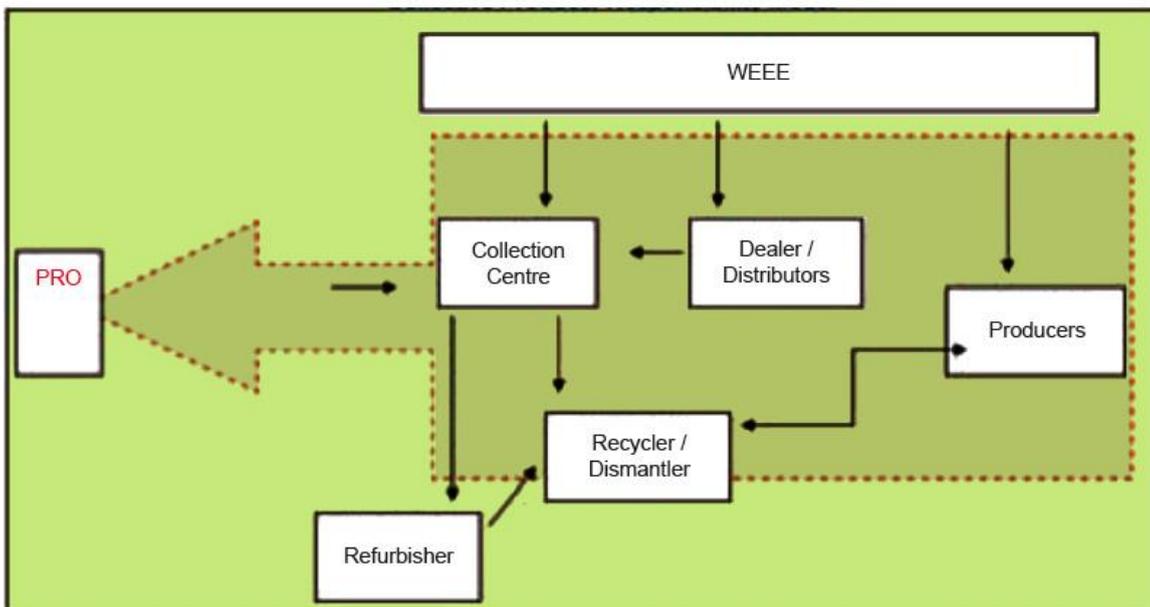


**Figure 6: e-waste generation across the world**

## Setting up a collection center for e-waste:

As per the e-waste management and handling rules to set up a collection center there is a need to apply for authorization from the State Pollution Control Board or Pollution Control Committee as per FORM – 1(a). There is a need to have agreements with producers who are willing to get the e-waste covered under their EPR collected at your center as well as with dismantlers and recyclers who will be taking the e-waste from the collection center for further processing. It should be ensured that systems for record keeping and training for safe handling and storage of e-waste is provided to the people who will be managing the collection center.

**Collective Producer Responsibility Model**



**Figure 7: Collective Producer Responsibility Model representation with role of collection center**

**Responsibilities of Collection Centers include:**

- (1) Ensure that the facilities are in accordance with the standards or guidelines prescribed by the Central Pollution Control Board from time to time;
- (2) The e-waste collected by them is stored in a secured manner till it is sent to registered dismantler or recycler as the case may be;
- (3) Ensure that no damage is caused to the environment during storage and transportation of e-waste;
- (4) Maintain records of the e-waste handled in Form 2 and make such records available for scrutiny by the State Pollution Control Board or the Pollution Control Committee concerned.

**FORM-2**

[See rules 4(4), 5(4), 6(5), 8(7), 9(2), 10(7), 11(8), 13 (1) (xi), 13(2)(v), 13(3)(vii) and 13 (4)(v)]

**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 authoriser
- (3) \*\* For producers this information has to be provided state-wise

**Figure 8: Form for amount of e-waste generated in a year**

**FORM 2**

*[See rules 4(4), 5(4), 8(5), 9(2), 12(2)(v)]*

**/ GENERATED**

**Quantity in Metric Tonnes (MT) or Kilograms (Kg) per year**

1.	Name & Address: Producer /Collection Centre/Dismantler/ Recycler/ Bulk consumer *	
2.	Date of Issue of Authorisation* Registration *	
3.	Validity of Authorisation* /Registration*	
4.	Types & Quantity of e- waste handled/ generated	Category   Quantity
		Item Description
5.	Types & Quantity of e-waste stored	Category   Quantity
		Item Description
6.	Types & Quantity of e-waste sent to authorised collection centre/ registered dismantler or recycler	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	Item Description

**Figure 9: Form for quantity of e-waste generated in a year**

**FORM 3**

[See rules 4(2)(5), 5(5), 7(4), 8(4), 9(4), 10(7), 11(5), 14(9)]

**FORM FOR FILING ANNUAL RETURNS**

[To be submitted by producer/collection centre/manufacturer/dealers/ refurbishers/Micro and Small Enterprises/ dismantler/recycler by 30<sup>th</sup> June following to the financial year to which that return relates].

**Quantity in Metric Tonnes (MT) or Kilograms (Kg)per year**

1	Name and address of the producer/ collection centre/ manufacturer/ dealer/ refurbishers/dismantler/recycler		
2	Name of the authorised person and complete address with telephone and fax numbers and e-mail address		
3	Total quantity e-waste sold/purchased/ sent for processing during the year for each category of electrical and electronic equipment listed in the Schedule I (Attach list)		
	Details of the above	TYPE	QUANTITY
3 (A)*	<b>DEALERS:</b> Quantity of e-waste sold/purchased/sent to:		
3(B)*	<b>BULK CONSUMERS:</b> Quantity of e-waste sold/ sent to:		
3(C)*	<b>REFURBISHER:</b> Quantity of e-waste purchased/sent to:		
3(A)*	<b>DISMANTLERS:</b> Quantity of e-waste in MT purchased & processed and sent to (category wise):		
3(B)*	<b>RECYCLERS:</b> Quantity of e-waste in MT purchased/processed (category wise):		
4	Name and full address of the destination with respect to 3 (A-B) above		
5	Type and quantity of materials segregated/ recovered from e-waste of different categories as applicable to 3(A) &3(B)	Type	Quantity

Note: The applicant shall provide details of funds received (if any) from producers and its utility with an audited certificate.

**Figure 10: Form for filing returns of amount of e-waste generated in a year**

## Occupational Health and Safety (OHS) issues around improper handling of e-waste

e-waste contains a wide range of hazardous compounds that may be released during improper handling thereby becoming a threat to humans and the environment. In addition, in some processes used, new hazardous compounds, such as dioxins, may be formed as the original e-waste components are degraded. Most risks arise during the uncontrolled e-waste recycling activities using rudimentary methods. These include manual disassembly and sorting; heating and acid leaching of printed circuit boards (PC-boards); shredding, melting and extrusion of plastics; open burning of plastic coated wires and other components; and sweeping and collection of toners from toner cartridges. These activities are mostly carried out directly on the ground in open air or in poorly ventilated workshops, and involve minimal emission control systems and personal protection for the workers.

Humans and the environment in the areas where this is carried out may therefore be highly exposed to the emissions generated. The recycling workers and the local residents are particularly exposed via dust generated during dismantling and shredding processes, and fumes and smoke generated during acid digestion processes and various high temperature processes, such as open burning and heating, melting, and extrusion processes. The environment is mainly contaminated from the open burning processes and through leakage from dumped residue of various recycling activities, e.g. stripped cathode ray tubes (CRTs) and PC-boards, spent acids from the digestion processes and residual ashes. On the whole, lead seems to be particularly problematic among the metals, and dioxins (chlorinated and brominated) and polybrominated diphenyl ethers (PBDEs) among the organic compounds. These compounds are all very toxic and may potentially be emitted in large amounts during rudimentary e-waste recycling activities. Lead and PBDEs because they both are highly abundant in e-waste, and dioxins because the formation conditions many times are ideal in the processes used. As a consequence, extremely high levels (in some cases the highest ever measured) of these compounds have been measured in environmental as well as human samples collected in areas where uncontrolled e-waste recycling is taking place. Risks also arise when e-waste is treated as general municipal solid waste. During incineration, a wide variety of hazardous compounds may be emitted to the atmosphere via the smoke and exhaust gases, both in gaseous form and bound to particles.

The compounds emitted may be those that were present in the original waste, but probably more important are those compounds that may be formed during the incineration processes, e.g. PCDD/Fs and PBDD/Fs. This is because the e-waste, being a complex fuel, may function as precursors for many different compounds in thermal processes. In fact, the conditions for dioxin formation are many times ideal when e-waste is incinerated, which is partly due to the presence of PVC-plastics and BFRs as dioxin precursors and partly due to the presence of copper and antimony as very potent catalysts in the transformation reactions. In modern incineration facilities the emission of these and other compounds may be minimized by process optimization and flue gas treatment systems. However during landfilling, hazardous compounds may leak to the surrounding environments, including nearby surface water and groundwater reservoirs, and also evaporate to the atmosphere. Leakage may occur for most compounds in the waste due to the long time span involved, but of particular concern are the leakage of lead and various other metals, as well as PBDEs and phthalate plasticizers. Evaporation mainly occurs for volatile compounds, of which mercury and its methylated derivatives are of most concern. The extent of leakage and evaporation from a landfill depends on the properties of the contaminants in question, but also on the design of the landfill (i.e. if it is open or sealed), the properties of the material being stored (e.g. type of waste, if it has been pre-treated in some way etc.), and on various environmental factors such as the ambient temperature and pH and humic content in the infiltrating water (SEPA, (2011)).

### Source:

Swedish Environmental Protection Agency, (2011), Recycling and disposal of electronic waste Health hazards and environmental impacts, Report 6417.

## i) Carbon Footprint

The total amount of greenhouse gases produced to directly and indirectly support human activities, usually expressed in equivalent tons of carbon dioxide (CO<sub>2</sub>). In other words: When you drive a car, the engine burns fuel which creates a certain amount of CO<sub>2</sub>, depending on its fuel consumption and the driving distance. (CO<sub>2</sub> is the chemical symbol for carbon dioxide). When you heat your house with oil, gas or coal, then you also generate CO<sub>2</sub>. Even if you heat your house with electricity, the generation of the electrical power may also have emitted a certain amount of CO<sub>2</sub>. When you buy food and goods, the production of the food and goods also emitted some quantities of CO<sub>2</sub> (TFC (2016)).

### **Source:**

Time for Change (TFC), (2016), Definition of Carbon Footprint,  
<http://timeforchange.org/what-is-a-carbon-footprint-definition>

Free Online Tool to calculate Carbon Footprint:  
<http://www.nature.org/greenliving/carboncalculator/>

## 5. Session Plans:

### E-Waste Curriculum: Training of Trainers

This curriculum has used Donna E. Walker's 'Learning Cycle' to design each of the sessions. Each step of the Walker's cycle serves a specific purpose thus ensuring that the learning effectiveness is maximized. The details of the five steps of the Walker's Cycle are explained below:



**Mind Jog:** This step helps to start the session on a positive note and arouse curiosity about the issue the session relates to. Mind jogs need to be short and crisp, and lead into the topic.



**Personal Connection:** This step helps to bring out the 'what's in it for me' connection and prepares the participants for absorbing new knowledge. The exercises used at this stage try to make the session relevant to learner's real world 'as is'.



**Information Exchange:** The focus of this stage is to build new knowledge, facilitate exchange of information between and among the participants and deduce some key concepts through discussion and presentation to supplement participants' information. In this stage, the facilitators allow the participants to come up with concepts instead of downloading it for them and allow extensive peer discussion and learning. The facilitators here need to concentrate on refining and building on participants' inputs.



**Information Application:** The purpose of this stage is to build confidence in the participants about new knowledge, support them to apply the key concepts learnt to realistic scenarios (thereby reconfirming the learning of the previous stages), and to facilitate a multi-perspective view. This stage also seeks to add fresh insights into the concepts and apply the skills to real life situations without taking real risks. For this curriculum, we have tried to ensure that the activities are drawn from the participants' background and experiences and enough complexity has been built into it in order to get a variety of responses.



**Real World Connection:** The activities in this stage seek to elicit personal learning and satisfy the participants that new knowledge will lead to a better performance. The design of this stage enables participants to connect personal learning to learning from the session, as the facilitator helps them set up clear performance oriented goals, which are also specific, measurable and realistic. This way both the facilitators and the participants get a chance to informally assess how effective the participants' learning has been.

# Session 1: What is E-Waste?

## Purpose

The primary function of this session is to introduce the participants to the methodology that would be used in facilitating the course .

The session aims to give an overview of the entire course .It will build an understanding of participants on electronic waste: Definition of electronic waste, its generation in India and across the world. In addition , the session will introduce the participants to the 4 core thematics of the E-waste course , which will equip the participants to develop an enhanced understanding on the subject of electronic waste; enable the trainers to reflect upon themselves and identify their current lifestyle choices that is generating more e-waste; inform participants about the regulatory frameworks for management of electronic waste in India and finally help participants to learn the methods , skills and techniques of facilitation that will make them a Greene Champion.

## Session Objectives

**At the end of the session participants will be able to :**

- Define electronic waste
- Explain the composition of electronic waste
- Recall the categories of Electronic and electrical equipment's
- Analyze the e-waste situation across the globe
- Name the states /cities in India that generate maximum electronic waste

## Summary Session Plan

Flow Step	Key Idea/Description	Methodology/ Tools	Duration
<b>Mind Jog</b> 	Making connections with the term Electronic waste	Activity: Word Association E-waste Participant workbook	10 mins

<b>Personal Connect</b> 	Connecting personal experiences with Electronic waste	Individual reflection Group work  E-waste participant Awareness workbook	20 mins
<b>Information Exchange</b> 	Identifying the core themes of the E-waste curriculum 1) Electronic waste and its hazards  2) Sustainable consumption and production  3) E-waste Regulatory framework  4) Facilitation skills .	Case study Analysis Quiz on E-waste Film Analysis Powerpoint Presentation  E-waste participant Awareness Workbook; Bulk Consumer Case Study; Films ; Powerpoint slides Link to the website <a href="http://www.greene.gov.in">www.greene.gov.in</a> Link to the Case study  <a href="http://greene.gov.in/wp-content/uploads/2018/01/Bulk-Consumers-ilovepdf-compressed.pdf">http://greene.gov.in/wp-content/uploads/2018/01/Bulk-Consumers-ilovepdf-compressed.pdf</a>	40 mins
<b>Information Application</b> 	Applying the learnings to create prototype awareness projects on electronic waste	Group work Presentations	40 mins
<b>Real World Connect</b> 	Making of Greene Champion	Make a Chain ( Game)	10 minutes

## Howto run the Session?

<b>Mind Jog</b>   Slide 1.1 Making connections with the word electronic waste	<p><b>Ask</b> The participants to make a big circle</p> <p><b>SAY</b> Now we will play a game . Throw a plastic ball to any one of the participant and ask her/him to state the first word that s/he associates with electronic waste</p> <p>Note down the word on the board</p> <p>Ask her/him to throw the ball to another player, and ask the catcher to share another term associated with electronic waste.</p>
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	<p><b>SAY</b> This is how the activity will go on and let it continue for a while . Ensure that the ball is passed very quickly from one participant to another, and that each participant gets a chance to make a word association.</p> <p>Sum up the various words on e-waste that come up through this game. End the session with a Film Screening : <b>Promotional film on E-Waste</b> <a href="https://www.youtube.com/watch?time_continue=17&amp;v=y7xhgSCqu5q">https://www.youtube.com/watch?time_continue=17&amp;v=y7xhgSCqu5q</a> <a href="https://www.youtube.com/watch?v=3qDF_mMkUDc">https://www.youtube.com/watch?v=3qDF_mMkUDc ( English)</a></p>
<p><b>Personal Connect</b></p>  <p>Slide 1.2. What is your current understanding of E-waste?</p> <p>1.3 What is your aspiration as a Greene champion?</p>	<p><b>SAY:</b> Lets do an activity . You have to reflect on two questions individually and write the responses:</p> <p>The questions are: “What is your current understanding of electronic waste?” “What is your aspiration as a Greene Champion ?”</p> <p>You have 5 minutes to complete this activity.</p> <p><b>SAY:</b> Now, let’s get into five groups. We will do a group activity.</p> <p>The process for the group activity is explained below:</p> <ul style="list-style-type: none"> <li>- Sit in a circle .</li> <li>- Each participant gets a chance to speak about their current understanding and aspiration for 30 seconds .</li> <li>- The sharing is followed by capturing the discussions on the chart paper provided to you .</li> <li>- Once the group activity is completed . We will have group presentations</li> <li>- You have 10 mins to complete the group activity</li> </ul> <p><b>After the group activity is completed</b></p> <p><b>INSTRUCT:</b> Now we will have group presentations . One member from each group will share their groups’ discussion. Other group members can support the presenter.</p> <p><b>Facilitator note:</b> As the groups are sharing, capture what they are saying on a chart or white board</p> <p><b>EXPLAIN:</b> All of us have a basic understanding of electronic waste. Also as</p>

	<p>participants attending this workshop we have an aspiration to gain new knowledge and skills so that we can engage other persons in our community on this important issue . Therefore, through this course we will work on addressing the learning expectations and aspirations of all participants to take the E-waste awareness forward in their networks.</p>
<p><b>Information Exchange</b></p>  <p><b>Power point slides</b>  1.4 Definition of e-waste  1.5 Composition of E-waste  1.6 Categories of Electronic and electrical equipment's  1.7 E-waste generation across the world  1.8 E-waste generation in India</p> <p><b>Quiz</b>  Which country generates maximum E-waste? Which state in India generates maximum e-waste? Which city in India generates maximum e-waste?</p>	<p><b>CASE STUDY ANALYSIS :</b> Link to the case study is <a href="http://greene.gov.in/wp-content/uploads/2018/01/Bulk-Consumers-ilovepdf-compressed.pdf">http://greene.gov.in/wp-content/uploads/2018/01/Bulk-Consumers-ilovepdf-compressed.pdf</a></p> <p>Facilitator Note: Give the case study , with participants reading the part of different characters . If the group is a mixed Hindi/English group, run in one Hindi group and one English group.</p> <p><b>INSTRUCT:</b>  Get into 5 groups.  Each group is given a case study .  Read the case study in your group  Analyze the case study with the help of the following questions :  <ul style="list-style-type: none"> <li>- What is the Challenge in the case study ?</li> <li>- What are the actions taken?</li> <li>- What are your learnings from the case study?</li> <li>- What are the different themes which the case study brings out?</li> </ul> Prepare a presentation based on the questions  You have 20 mins to complete this activity .</p> <p><b>After 20 mins ,</b></p> <p><b>INSTRUCT:</b>  Now we will have group presentations. One member from each group will share their groups' discussion. Other group members can support the presenter.</p> <p><b>EXPLAIN:</b>  The case study highlights challenges and also possible solutions of e-waste management in the bulk consumer setting . In addition it also highlights the different themes which an e-waste facilitator needs to understand in order to facilitate workshops with employees in their office. The facilitator reiterates the four themes and says that all are critical to become an E-waste facilitator.</p> <p>During the course of the next 2 days we will be referring to the case study to highlight different themes:</p> <p>Theme 1 – Electronic waste and its hazards  Theme 2 – Sustainable consumption and production  Theme 3 – E-waste regulatory framework in India  <ul style="list-style-type: none"> <li>• Theme 4 – Facilitation skills for a Greene champion</li> </ul> </p>

In this session we are discussing the first theme i.e. Understanding E-waste . The Bulk Consumer Case study Analysis is followed by

An E waste Quiz and

- Film screening & Analysis ( Snappy and Lappy film ) . The links to the films are :

[https://www.youtube.com/watch?time\\_continue=13&v=YlvrLmjJHKw](https://www.youtube.com/watch?time_continue=13&v=YlvrLmjJHKw)  
( Hindi)

[https://www.youtube.com/watch?time\\_continue=10&v=mv5GATREkj](https://www.youtube.com/watch?time_continue=10&v=mv5GATREkj)  
(English)

### **ASK**

What is the challenge in the film?

What are the solutions offered?

What are your learnings from the film?

The session is closed with the Presentation slides.

### **EXPLAIN:**

Electronic waste is one of the fastest growing waste streams in the country and has assumed gigantic proportions. The discarded and end of life electronics products ranging from computers , equipment used in information and communication technology ( ICT), home appliances , audio and video products and all of their peripherals are popularly known as electronic waste.

**Information Application**



**SAY**

Now we will apply the learnings from the case study, presentations and films in the previous session to develop prototype E-waste awareness projects for our offices.

**INSTRUCT**

Make 5 small groups.

Each group has to develop an E-waste awareness project for their office .

The projects could be either in the form of workshop or any creative medium such as theatre , roleplay, film screenings. Games, poster etc that can be used to build the awareness of your officeemployees on the issue of electronic waste.

**SAY**

Now we will have the presentations by each group

The presentations will be followed by the feedback by 1or 2 group members and the facilitators .

Post the presentation each group will incorporate the feedback and the suggestions and finalize their projects to be implemented in their office.

**EXPLAIN**

These are just indicative projects to build awareness in your office . You can discuss with your colleagues in your office and come up with more interesting project ideas to address the issue of e-wastealigned to your organization's needs.

**Real World Connect**



**INSTRUCT**

Make a big circle to play a game called Make a chain.

Ask for one volunteer from the group .

**Explain the Rules of the game**

The volunteer will try to chase the other participants of the game and attempt to catch them.

If a player gets touched or caught they need to hold hands with the "volunteer" and the chase goes on until everyone is caught.

**ASK**

How was the game ?

What was your learning from the game?

Get some responses.

**Ask**

The participants to fill the reflection about the game in the workbook.

**EXPLAIN:**

While we are all here to learn about the issue of E-waste and bring awareness in our networks . However , it will not be easy when we go out from this workshop to make people aware about the issue of e-waste . Initially we will face resistance from them as it requires mindset shift about their lifestyle choices , actions and behaviours. Just like in this game , people outside will avoid you and would not like to learn but we need to be persistent to engage with them and make all possible efforts to spread knowledge and awareness in our networks on the environmental and health hazards of electronic waste.

# Session 1 Summary

The information technology has revolutionized the way we live work and communicate bringing countless benefits to all of us. However, with these benefits it has also brought in a new stream of waste called the electronic waste. E-waste consists of all waste from electronic and electrical appliances which have reached their end of life period or are no longer fit for their original intended use and are destined for recovery , recycling and disposal. It includes computers and its accessories monitors , printers , keyboards , central processing units ; typewriters , mobile phones and chargers , remotes , compact discs , headphones , batteries , LCD/plasma TVs air conditioners , refrigerators and other household appliances

## Session 1 Transition Note:

In the last session, we discussed about e-waste through a case study. In this session we will dive deeper into the issue and understand the harmful effects of e-waste on environment and human health and also learn about actions which can help us prevent the hazards resulting from these substances.

## Session 2: Hazardous substances in electronic waste and its effects on environment and human health

### Purpose

This session explains the harmful effects of e-waste. The focus will be on understanding the hazardous substances found in e-waste and the risks associated with them on human health and environment.

### Session Objectives

**Upon completion of this session , participants will be able to:**

- List the hazardous substances found in e-waste
- Explain the risks associated with hazardous substances on human health and environment

## Summary Session Plan

Flow Step	Description Key Idea	Methodology/Tools	Duration
<b>Mind Jog</b> 	Familiarization with toxic substances and their hazards	Game	10 minutes
<b>Personal Connect</b> 	Connecting personal experiences with Toxic substances and hazards	Individual Reflections + Group work E-waste participant Awareness workbook	20 minutes
<b>Information Exchange</b> 	Understanding the toxic substances in electronic waste and their impact on health and environment	Case study analysis Film analysis Power Point presentation  E-waste participant Awareness Workbook; Bulk consumer Case Study; Films ; Powerpoint slides	40 mins
<b>Information Application</b> 	Applying the learnings to create a poster highlighting the impact of e-waste on health and environment for your office	Group Work	40 mins
<b>Real World Connect</b> 	Committing to taking responsible actions while disposing e-waste	Reflection and sharing E-waste participant Awareness Workbook	10 mins

## How to run the Session?

<p><b>MIND JOG</b></p> 	<p><b>INSTRUCT</b>          Make a circle          Each one of you has a paper slip with either a name of a toxic substance/hazard written on it. You have to move around the room and find your partner  <b>EXPLAIN:</b>          All of us have some idea about toxic substances and their related hazard. In the course of next 2 hours, we will be engaging more deeply with the subject and get to build a more informed understanding on the issue.</p>
<p><b>PERSONAL CONNECT</b></p>  <p>Slide 2.1 One experience wherein your lack of awareness of a toxic substance and hazard caused by it resulted in an injury to you or someone else?</p>	<p><b>SAY:</b>          Take a minute to reflect on "One experience wherein your lack of awareness of a toxic substance and hazard caused by it resulted in an injury to you or someone else. Describe the experience and what has been your key learning from that experience. and write down for yourself on a card. (Give participants 5 minutes for this)  <b>SAY:</b>          Now, let's get into three groups.          Within your groups, take a look at your reflections and as a group capture the challenges and learnings  <b>ASK</b>          Will one person from each group share their groups' chart with the larger group?          As the groups are sharing, capture what they are saying on a chart or white board</p>
<p><b>INFORMATION EXCHANGE</b></p>	<p>A) Case Study Analysis          Give the RELEVANT SECTION from the case study with participants reading the part of different characters. If the group is a mixed</p>

 <p>Slide 2.2 Composition of electronic waste</p> <p>Slide 2.3 Negative impacts of e-waste on air, water and soil</p> <p>Slide 2.4 Hazardous substances in e-waste</p> <p>Slide</p>	<p>Hindi/English group, run in one Hindi group and one English group.  <b>ASK</b></p> <ul style="list-style-type: none"> <li>- What is the Challenge in the case study ?</li> <li>- What are the actions taken?</li> <li>- What are your learnings from the case study?</li> <li>- What are the different themes which the case study brings out?</li> </ul> <p>Prepare a presentation based on the questions          You have 20 mins to complete this activity</p> <p><b>CASE STUDY EXCERPT</b>  <b>Prakash:</b> Good afternoon Sarvesh! Can we start the presentation?  <b>Sarvesh:</b> Yes Prakash. Since the time you told me about this issue I have done some reading on the same as well. I think this will be really interesting. Please go ahead.  <b>Prakash:</b> You see the organisation procures electronics in bulk every year depending upon</p>
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the request for replacement as well as the projected growth of the company and the addition of new employees.

**Sarvesh:** True. I guess everyone works in the same manner.

**Prakash:** Yes, but we have never bothered to ensure that all the material which has reached end of life or is being replaced for other purposes is disposed off in an environmentally sound manner.

**Sarvesh:** Yes, I agree.

**Prakash:** So what we should do is to ensure that we take the environment impact into consideration of improper disposal of e-waste and incorporate a policy in our organisation which will ensure that we comply with the rules as well.

**Sarvesh:** I hope it is not too complicated.

**Prakash:** No it is not. In fact, I have consulted a few experts on the matter as well as with the procurement chief at Global IT, which is the largest government IT organisation in Hopolabad.

**Sarvesh:** That's great. I am sure this will be interesting. Please go ahead.

**Prakash:** You see, what we have been doing till date is procuring items from manufacturers or their authorised suppliers. Having used these items till a point where they are not useful to us anymore, we have been disposing them off to the highest bidder through an open tender process.

**Sarvesh:** But that is common practice. Isn't it?

**Prakash:** Yes, but it is not environmentally sound. In order to ensure that we are disposing them in an environmentally sound manner, we should dispose it off to the authorised recycler so that he can recycle the e-waste properly while complying with the rules.

**Sarvesh:** Yes, I read about the rules and the responsibilities that we have as bulk consumers.

**Prakash:** In fact information on those recyclers who have been authorised for proper handling and management of e-waste is available on the website of the central pollution control board.

**Sarvesh:** Ok. So does that mean that from now onwards we will have to give away our ewaste to only these recyclers and not to anyone else who comes and bids in an open tender process that we follow.

**Prakash:** Yes but there are other ways to manage this as well. We need to ensure that there are guidelines which we draw up in these tenders which ensures that all the items which we dispose off are recycled in a manner which is environmentally sound and complies with the rules. In most cases, we can exchange these items for news ones

from our existing suppliers, but we need to ensure that all contracts will specifically mention that the old items which have been replaced will be sent across to authorised recyclers only and we need to be provided with evidence that the items have been properly recycled in compliance with the standards that have been set in the e-waste rules.

**Sarvesh:** What about items which we purchased afresh and not under any exchange?

**Prakash:** In that case, these items will be under service contract and post the expiry of the

contract we directly dispose it off to an authorised recycler

**Sarvesh:** What is the entire logic behind disposing off in this manner?

**Prakash:** You see, the electronic items which we use, contain hazardous materials as well

along with plastics, metals and even rare earths. The recycling process that is followed by

the informal sector is not adept at dealing with the hazardous materials in end of life

electronic products. This leads to pollution of the environment and creates health hazards for

people working in this sector as well as those who are residents of areas where this work

takes place.

B) Film screening and Analysis : **User Experience**

<https://www.youtube.com/watch?v=ipBh4emmzwc> ( English)

<https://www.youtube.com/watch?v=ipBh4emmzwc> ( Hindi)

### **ASK**

What was the challenge in the film?

What were the actions taken to address the problem?

What are your learnings from the film?

The facilitator sums up the discussion by sharing the impacts with the participants

### **EXPLAIN**

The ill-effects of e-waste could be on soil through leaching of hazardous contents from land-fills ; in water due to contamination of rivers, well and other water sources ; in air due to emission of gases and burning of e-waste. . Therefore it is important to dispose and recycle the waste using scientific methods. However, 95 percent of the ewaste is managed in the informal sector. The workers employed in the informal sector adopt rudimentary methods to dismantle and extract the precious metals under dangerous conditions without any safeguards and get exposed to

	<p>the toxic gases and emissions released during the process of recovery and extraction .</p> <p>The hazardous elements of the highest order are Lead, Titanium, Mercury , Cadmium, Chromium, Beryllium and Arsenic .</p>
<p><b>INFORMATION APPLICATION</b></p> 	<p><b>INSTRUCT</b></p> <p>Make 4-5 small groups</p> <p>Each group prepares an advertisement, skit or a social media campaign in their small groups in order to generate a discussion with employees on e-waste and its harmful effects.</p> <p>This is followed by group presentations.</p>
<p><b>REAL WORLD CONNECT</b></p> 	<p>Write 5 actions you will undertake to minimize the impacts of e-waste on health and environment</p>

## Summary session 2

The E-waste because of its complex composition comprising of hazardous substances is non-biodegradable and therefore characterized as a red category waste which is a threat to human health and environment , when disposed and managed by rudimentary methods in the informal sector. Some of the hazardous substances present in the EEE are lead, mercury, cadmium , Chromium , Arsenic , Beryllium etc. In India more than 95% of the E-waste is being managed in the informal sector by unskilled workers who are working in dangerous conditions without any safety measures that result in environmental and health hazards via inhalation of gases during recycling, contact of the skin of the workers with hazardous substances and contact during acid treatment used in recovery processes..

# Transition Note: Session 2

In the previous session, we discussed the harmful effects of e-waste on health and environment. In this session, we will talk about the e-waste policies and rules in India, responsibilities of different stakeholders and challenges in policy implementation.

## Session 3: What are the E-waste Rules 2016 ?

### Purpose

This session seeks to build an understanding of the participants about the E-waste Rules 2016. The session also helps participants identify the responsibilities of different stakeholders for effective implementation of the rules.

### Session Objectives

**Upon completion of this topic, participants will be able to:**

- Explain the need for e-waste rules
- List down the stakeholders and their responsibilities
- Identify the challenges in implementing the Rules

### Summary Session Plan

Flow Step	Description	Methodology/ Tools	Duration
<b>Mind Jog</b> 	Experiencing how all of us have a role to play in managing e-waste	Game : Drape a shape	10 minutes
<b>Personal Connect</b> 	Reflecting on our responsibility as a consumer of EEE	Individual reflection E-waste participant Awareness workbook	20 minutes

<b>Information Exchange</b> 	Understanding the E-waste rules 2016 and actions that can be undertaken to manage e-waste in your office .	Film analysis E-waste presentation E-waste participant Awareness Workbook; Bulk Consumer Case Study; Films ; Powerpoint slides	40min
<b>Information Application</b> 	Developing a plan to understand the compliances and authorizations required for bulk consumers to set up an e-waste disposal system	Group work	40 min
<b>Real World Connect</b> 	Writing actions that my office will have to undertake to follow the rules .	E-waste participant Awareness Workbook;	10 mins

## How to run the session ?

<b>MIND JOG</b> 	<p><b>STATE:</b>          Before we begin our session let's play a game          Divide the participants in to 3-4 groups          Share that all of the groups have to do things you ask them to, and that they will be judged according to which group acts first and best.          Give them the following instructions</p> <ul style="list-style-type: none"> <li>• Stand in the form of an alphabet A</li> <li>• Stand in the form of number 7</li> <li>• Make a moving train</li> <li>• Form a line in order of age</li> </ul> <p><b>Repeat the instruction 5-6 times</b>          ASKthe participants what factors played a role in determining the end result.</p> <p>How was the game?          What was your learning from the game          Note : It will be seen that the participants use different ways to make the formations . However the group where all the members contribute and take responsibility will be fast and will complete the task with less confusion.</p> <p><b>EXPLAIN:</b></p> <ul style="list-style-type: none"> <li>• Just like contribution of all the participants was critical to the completion of the tasks in the game , similarly the management of e-waste requires the contribution of all the stakeholders in the e-waste value chain to manage e-waste. In this session we will try to understand the importance of e waste rules in managing ewaste and the responsibility of the different stakeholders.</li> </ul>
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<p><b>PERSONAL CONNECT</b></p>  <p>Slide 3.1 What do you think is your responsibility as a Bulk consumer to contribute towards e-waste management ?</p>	<p><b>Before we go into the details of the rules, let us understand our own responsibility as a bulk consumer:</b></p> <p>ASK : What do you think is your responsibility as a Bulk consumer to contribute towards e-waste management ?</p>
<p><b>INFORMATION EXCHANGE</b></p>  <p>Film Presentation Slide 3.2 E-waste management scenarios Slide 3.3 E-waste Rules 2016 <a href="http://greene.gov.in/wp-content/uploads/2018/01/EWM-Rules-2016-english-23.03.2016.pdf">http://greene.gov.in/wp-content/uploads/2018/01/EWM-Rules-2016-english-23.03.2016.pdf</a> Slide 3.4 Stakeholder definitions Slide 3.5 Stakeholder responsibilities Slide 3.6 Collection centre Slide 3.7 Extended producer responsibility</p>	<p>A) Case study Analysis Give the RELEVANT SECTION from the case study with participants reading the part of different characters. If the group is a mixed Hindi/English group, run in one Hindi group and one English group.</p> <ul style="list-style-type: none"> <li>- What is the Challenge in the case study ?</li> <li>- What are the actions taken?</li> <li>- What are your learnings from the case study?</li> </ul> <p>Prepare a presentation based on the questions You have 20 mins to complete this activity</p> <p><b>Prakash:</b> Hi Shankar, I am Prakash from Hopolabad Software. I was very keenly following your presentation. <b>Shanker:</b> I hope you found something useful in the same. <b>Prakash:</b> Of course, I did. In fact if you have a few minutes, I would like to ask you about your journey in setting up these systems and processes in your organisation. <b>Shanker:</b> Of course, I will be happy to share our experience with you. <b>Prakash:</b> So tell me. When did you start thinking about having a process set in place for ewaste disposal? <b>Shanker:</b> You see, in 2012 when the e-waste rules were first published, I went through the same and realised the importance that this subject, the increasing quantities of e-waste being generated in India, the likely adverse impact it may have on environment and health, if safe disposal practices are not implemented. I also chanced upon some research regarding the materials which go into manufacturing of electronics. It was only then that I decided that as one of the largest government organisations in the city, we ought to do something to show the way. <b>Prakash:</b> Was this decision driven by environment concerns or compliance to the rules? <b>Shanker:</b> In fact both. You see compliance with the rules was the starting point but once I got to know about the environment issues that are related to better e-waste management, I took it upon myself to ensure that we disposed off our e-waste properly. <b>Prakash:</b> What kind of systemic changes you brought about in your organisation? <b>Shanker:</b> You see to start with, we collected a whole lot of data. <b>Prakash:</b> What kind of data? <b>Shanker:</b> We first collated data on all the electronic items which we had procured over the last 5 years. Once we had done this <b>inventorization exercise</b>, we the chose to focus on the</p>

procurement which we had to do to either replace electronic items which were not functioning properly or fresh procurement which had to be done keeping in mind the growth projections of the company for the coming year.

**Prakash:** How did this data help you?

**Shankar:** Once we got to know the total amount of procurement that had to be done in the year, we focussed on defining the procurement contracts in a manner that would comply with the e-waste rules.

**Prakash:** But how did you manage to link procurement with e-waste disposal?

**Shankar:** You see like in any large organisation, we procure in bulk quantities, and hence manage to get service contracts embedded in purchase contracts with the suppliers. This helps us to ensure that the items we procure are in sound working condition till they reach end of life, or have expired the duration of the service contract.

**Prakash:** But after that the supplier himself takes away the items or we tender for disposal of the waste items and get rid of them.

**Shankar:** Yes, we used to do something like that. But now we have made some changes to comply with the rules.

**Prakash:** Ok, and what are these changes?

**Shankar:** We have included in the contracts that the supplier has to ensure that all the items that he takes back from us which have reached end of life, he will ensure that these are handed over to a proper recycler. The recycler has to be authorised by our pollution control board and is supposed to provide a certificate for our records of proper dismantling and recycling of the electronic items.

**Prakash:** Well, we just tender for the sale of these items which have reached end of life and whosoever bids the highest takes them away.

**Shankar:** Yes, that was the norm and in some cases still is. But its not complying with the rules. What you need to do is to ensure that these items go back to a proper recycler. Environmentally, it is important because the unauthorized recyclers dismantle and recycle your products in ways which leads to environment pollution. This not only has impacts on our health but the material recovery that happens from these items is less than what should be.

**Prakash:** But isn't it their livelihood as well.

**Shankar:** It is, but there is nothing stopping them from becoming authorized to carry on with their trade. You see, we live in a world which has finite resources and we need to ensure that our coming generations and also lay their hands on the same so that they are able to grow as well. If we keep losing materials and not recovering them properly, then we might leave nothing for them.

**Prakash:** I agree. I have read about crude oil and the fact that we might finish the reserves for petroleum in the next 50 years. But I think you will also agree that not many people are thinking about resources from the point of conserving them and using them optimally.

**Shankar:** You know that was the second step as part of our process. We even encouraged employees to dispose off their electronics in a manner that was environmentally sound. We have tied up with NGOs to ensure that they conduct e-waste collection drives in our offices and whatever is collected is channelised to the formal recyclers. This helps us to create some social impact as

well.

B) Film Analysis

**SAY**

Lets watch a film and do a film Analysis. The link to the film is [:https://www.youtube.com/watch?time\\_continue=6&v=c83EQXaQ1-4](https://www.youtube.com/watch?time_continue=6&v=c83EQXaQ1-4)

**ASK**

What is the challenge in the film?

What are the actions being taken?

What are your learnings from the film?

**INSTRUCT**

Divide in 4-5 groups.

The groups then discuss the challenge, response , action taken and the learning from the film .

Post that the facilitator makes a power point presentation

Explain :

Since e-waste constitutes various hazardous substances its management is a big challenge. In the Indian context more than 90 percent of the ewaste is being managed in the informal sector and therefore there is critical need for laws to regulate such illegal activities that harm our health and environment.

The E-waste is managed by 4 methods: 1) dumping in the landfills2) burning of the e-waste items 3) Re-using of the electronic items 4) re-use of electronic items.

In India municipal bodies are primarily responsible for managing waste including E-waste. Three laws regulate e-waste 1) the environment protection act , 1986; the hazardous and other wastes( Management and transboundary movement ) Rules 2016; 3) The E-waste management Rules , 2016. The E-waste management Rules , 2016 enacted on October 2017 is a comprehensive set of guidelines that strengthened its predecessors. It provides a comprehensive regulatory framework to segregate , collect and manage e-waste.

<p><b>INFORMATION APPLICATION</b></p> 	<p><b>INSTRUCT:</b> Divide in 5 groups for a group activity</p> <p>Each group will take on a role of a stakeholder ( Consumer , producer , Bulk consumer , informal sector, NGO worker.</p> <p>Develop a plan for the effective implementation of E-waste rules enforcement in their office .</p> <p>Identify compliances and authorizations required for bulk consumers to set up an e-waste disposal system</p> <p>The group activity is followed by presentations by the groups.</p>
<p><b>REAL WORLD CONNECT</b></p> 	<p>Facilitate a discussion around :</p> <p>Do you think that you have a role to play in the enforcement of E-waste Rules 2016?</p> <p>What actions can you or your office take to follow the E-waste Rules, 2016?</p>

## Summary session 3

India is bound by the international regulations for e-waste including Basel , Rotterdam and Stockholm. In addition to this the Government has set its own E-waste management rules 2016 that holds the various stakeholders in the E-waste value chain responsible for the scientific disposal of E-waste . Extended producer responsibility is a clause that has been added in the newly formulated E-waste rules . This holds the producer responsible for the entire lifecycle of the electronic and electrical item.

## Session 3

### Transition Note:

In the last three sessions we have learnt about the concept of e-waste, harmful effects and also polices and rules governing the sector in India to address and manage the e-waste problem in the country. In this session, we will discuss dismantling and recycling methods.

# Session 4: Dismantling and Recycling of E-waste

## Purpose

This session seeks to build an understanding of the participants about the dismantling and recycling practices in the formal and the informal sector .

The session also helps participants identify the responsibilities of the dismantlers and the recyclers and also learn about the best practices in the management for E-waste.

## Session Objectives

**Upon completion of this topic, participants will be able to:**

Explain how E-waste is managed in the informal sector

Understanding the working of the formal recyclers and dismantlers

Learn about the best practices for e-waste management

## Summary Session Plan

Flow Step	Description	Methodology/ Tools	Duration
<b>Mind Jog</b> 	Identifying electronic/electrical item which you/your family is planning to replace with a new one and why ?	Activity	10 mins
<b>Personal Connect</b> 	Reflecting on how do you plan to dispose the item and what will be its negative environmental and health impacts .	Individual reflection E-waste participant Awareness workbook	20 mins
<b>Information Exchange</b> 	Comparative analysis of E-waste management in the formal and the informal sector	Film analysis Recycle karo .com E-waste presentation E-waste participant Awareness Workbook; Bulk Consumer Case Study; Films ; Powerpoint slides	40mins

<b>Information Application</b> 	Developing a plan to dispose off E-waste from your office to an authorized recycler	Group work	40 mins
<b>Real World Connect</b> 	Learning from the experiences of 5 Bulk consumers about how they are managing E-waste in their offices.	E-waste participant Awareness Workbook;	10 mins

## How to run the session?

<b>MIND JOG</b> 	<p><b>SAY :</b>  <b>Form 2 lines and stand facing each other to play a game.</b>  <b>Share the following :</b></p> <p>The two lines are called Line 1 and Line 2 and the players facing each other in the two lines are partners .          The partners have to share with each other about any electronic/electrical item which they /their family is planning to replace with a new one/ones and why?          Once all the partners have shared they are asked to take their seats .          The facilitators asks 2 questions          How was the game?          What was your learning from the game?</p>
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<p><b>PERSONAL CONNECT</b></p> 	<p>SAY</p> <p>We all of have plans to replace our existing EEE items with new ones and we all have reasons for it too.</p> <p>ASK</p> <p>What item do you want to dispose and how ?</p> <p>What do you think will be its negative environmental and health impact?</p> <p>Explain :</p> <p>The informal sector has a historical role in waste management and recycling in India and it is well known that e-waste recycling is no exception to this . With an estimated 95 percent of the e-waste being recycled in the informal sector, environmental concerns regarding the operations in the informal sector occur at the different stages of the -e-waste recycling chain . Most severely the illegal extraction of precious metals is causing highly dangerous and toxic emissions such as dioxins , heavy metals , lead ,cadmium , mercury etc. Additionally the discharges and smudges from e-waste processing leads to contamination of water bodies and soils due to residues eg acids and fluid /chemicals . The contact with the chemicals used during the operations , improper ventilation and working without use of personal protection equipment lead to direct exposure to hazardous chemicals . Apart from this , workers are also exposed to other hazards leading to physical injuries and chronic ailments such as asthma , malnutrition , skin diseases , eye -irritations etc and in some cases even to long term and incurable diseases .</p>
<p><b>INFORMATION EXCHANGE</b></p>  <p>Film Presentation Slide 4.1E-waste management scenarios Slide 4.2 E-waste Rules 2016 Slide 4.3 Stakeholder definitions</p>	<p>A) Film Analysis</p> <p>SAY</p> <p>We will watch a film <a href="https://www.youtube.com/watch?v=FQnJFaH_Quo">https://www.youtube.com/watch?v=FQnJFaH_Quo</a> to understand the management of E-waste in the formal sector</p> <p>INSTRUCT</p> <p>Divide in 4-5 groups.</p> <p>The groups then do a film analysis based on the following questions and capture it in the chart .</p> <p><u>How was the film ?</u></p> <p><u>What are your learnings from the film?</u></p> <p>The group work is followed by presentations by each group .</p>

Slide 4.4 Stakeholder responsibilities  
Slide 4.5 Collection centre  
Slide 4.6 Extended producer responsibility

**Facilitator Note**

The facilitator connects the discussions with the Bulk consumer case study relevant section described below and closes the session with the power point presentation .

Prakash: You see the new e-waste rules actually are meant to ensure that we as bulk consumers and hence disposers of e-waste are able to guide the material back through proper channels so that they have an incentive to formalise in order to gain access to materials.

Sarvesh: That's a good step that way.

Prakash: It is also important that we are able to check the process that is followed at the end of the recycler to be able to understand that the material that we are disposing is

properly recycled and the material is recovered to the maximum extent possible. We need to ensure that we include conditions like visitation rights to their facilities so that we can monitor that the e-waste is being recycled in an environmentally sound manner, the material that is

recovered is channelled through proper sources and we get a certificate for the material that we have disposed stating that it has been recycled as per the norms laid down by the central pollution control board.

Sarvesh: Doesn't that increase our work a great deal?

Prakash: It does in the first phase but we need to ensure that we have guidelines set for our organisation regarding proper disposal of e-waste. Once this is done, we shall be monitoring the process which will only breed efficiency within our organisation as well.

Sarvesh: What other support will you need from the organisation?

Prakash: I would like to organise a workshop with all departmental heads including you if possible so that I am able to guide everyone regarding the steps which we wish to take in order to set up this process. I will also be inviting a couple of experts who will be able to advise on what we can do in order to ensure that we are complying with the rules.

Sarvesh: Please send me an email regarding the same and I will have it communicated to all departmental heads as something where their attendance is mandatory.

Prakash: Thank you Sarvesh.

Explain:

The informal sector recycles material at an efficiency rate between 20 to 30 percent . Provision of technology to these informal actors who are willing to formalize will allow benefits in the socio-economic and environmental space. Social benefits to the informal sector can accrue from formalized livelihoods in E-waste recycling by use of technology. Proper registration of their units allows them to reach out to disposers of e-waste both individuals and bulk consumers . The recognition also help in the upliftment of social status from being at the lowest rung in the value chain for e-waste To authorized and formal recyclers

	pursuing their livelihoods to add value to materials and being resource- efficient.
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<p><b>INFORMATION APPLICATION</b></p> 	<p><b>INSTRUCT:</b>          Divide in 5 groups          Each group will develop a plan to develop a collection point for their college. The plan will comprise of the following points :</p> <ul style="list-style-type: none"> <li>- Overall goal</li> <li>- Activities to be undertaken</li> <li>- Strategies to be adopted</li> <li>- Timelines for setting up the collection point</li> <li>- Partnerships and linkages to be established with people ,</li> <li>- Possible challenges</li> <li>- Permissions to be taken for the employer</li> </ul> <p>This is followed by presentations by the groups .</p>
<p><b>REAL WORLD CONNECT</b></p> 	<p><b>SAY</b></p> <p>Talk to 5 Bulk consumers in your city and learn about their experience of managing waste in their office.</p>

## Summary session 4

Dismantling and recycling is happening both in the informal and the formal sector. However, the need of the hour is to integrate the two streams of E-waste. The integration can protect the livelihoods of thousands of men and women engaged in the informal sector . This would also require educating the informal sector and sharing with them the harmful effects of the \_E-waste on their health and environment. At the same time , it is important that more youth join the e-waste value chain to bring in fresh ideas and perspectives to create entrepreneurial initiatives that can address the problem of e-waste management in the country at the same time address the issues of unemployment and poverty.

# Session 4

## Transition Note:

In the last four sessions we have learnt about the concept of e-waste, harmful effects , recycling practices and also polices and rules governing the sector in India to address and manage the e-waste problem in the country. In this session, we will discuss sustainable consumption and lifestyles of health and sustainability.

# Session 5: Sustainable consumption and Lifestyles of Health and Sustainability (LOHAS) and carbon footprint

## Purpose

This session seeks to give an introduction into Sustainable consumption and Lifestyles of Health and Sustainability (LOHAS).

## Session Objectives

**Upon completion of this topic, participants will be able to:**

- Explain sustainable consumption and Lifestyles of Health and Sustainability
- Explain the concept of circular economy and the principles of 3Rs
- Learn about carbon footprint
- To apply strategies to mitigate e-waste in personal life

## Summary Session Plan

Flow Step	Description	Methodology/ Tools	Duration
<b>Mind Jog</b> 	Linking personal experiences of consumption and buying behavior with e-waste	Quiz	10 minutes

<b>Personal Connect</b> 	Reflecting on lifestyle choices that have positive or negative impacts on the environment	Role play for lifestyle choices	20 mins
<b>Information Exchange</b> 	Defining sustainable consumption and Lifestyles of Health and Sustainability (LOHAS)	Film on Sustainable consumption and Production Film on carbon footprint	40 mins
<b>Information Application</b> 	Learning about the strategies to mitigate e-waste with changes in my lifestyle choices	Individual reflection matrix My current life style choices and my future life style choices	40 mins
<b>Real World Connect</b> 	My commitment for a healthier environment	Pledge	10 mins

## How to run the session?

<b>MIND JOG</b> 	<p><b>INSTRUCT:</b></p> <p>We are going to play a quiz , about your favorite gadgets that you use on a daily basis such as TV , Refrigerator , mobile phones , washing machine etc</p> <p>Quiz</p> <p>What is the average life span of a phone ?</p> <p>What is the average life span of a laptop?</p> <p>What is the average life span of a feature phone?</p> <p>What is the average life span of a washing machine?</p> <p>What is the average life span of a television?</p> <p>What is the average life span of a refrigerator?</p> <p>What is the average life span of an Air conditioner ?</p> <p><b>Explain the rules of the game:</b></p> <ul style="list-style-type: none"> <li>- Every participant will play this game individually</li> <li>- When I will ask the question each person will write the response in their Workbook.</li> <li>- After a minute 1 will take a poll of the response</li> </ul>
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	<ul style="list-style-type: none"> <li>- I will announce the correct answer</li> <li>- I will announce the winner for each question</li> <li>- Start with the first question</li> <li>- Play the quiz for 10 mins</li> </ul> <p><b>ASK:</b>  What was this quiz about?  What is the learning from the quiz?</p> <p><b>EXPLAIN:</b>  Just like human beings have an average life span ,our favorite gadgets too have an average life span. However, we keep changing our EEE much before their average life . The generation of E-waste is directly related to our consumption pattern . therefore we need to buy responsibly.</p>
<p><b>PERSONAL CONNECT</b></p> 	<p><b>SAY</b>  We are going to play an interesting activity called Dumb charades.</p> <p><b>Explain the rules of the activity:</b>  I have chits with statements written on each of them .  Each person comes and picks up the chit.  The person has to dramatically perform what is written on the chit .  The person is not allowed to speak or give any verbal cue. The rest of the group has to guess what was written on the chit.  The statements are:</p> <ul style="list-style-type: none"> <li>- When I carry water with me, it's in a reusable (not just recyclable) water bottle.</li> <li>- If no one else is in the room, I turn off the lights as I leave.</li> <li>- When shopping, I bring and use my own bags.</li> <li>- I turn off the water while brushing my teeth.</li> <li>- I don't drink beverages from disposable cups.</li> <li>- I walk, bike, carpool, or ride the bus to work or school.</li> <li>- I keep electronic devices (e.g., computers, toasters, printers, chargers, etc.) unplugged when not in use.</li> <li>- I only print documents when I absolutely need to</li> <li>- I shut off my computer completely when not in use.</li> <li>- I take short showers (less than 10 minutes long).</li> <li>- I eat a plant-based (rather than meat-based) diet.</li> </ul> <p><b>ASK</b>  How was the activity?  What did you learn from this activity?</p> <p><b>EXPLAIN</b>  There are varied lifestyle choices we make on a daily basis which have either a positive or negative impact on our environment. LOHAS is a concept that promotes the idea of sustainable lifestyles .LOHAS consumers seek green and sustainable products and lifestyle that support the principle of reduce, reuse and recycle in their day to day life and purchase decisions . For example the LOHAS consumers buy responsibly and only when there is a need , this small but impactful decision have far reaching positive effects on our health and sustainability.</p>

## INFORMATION EXCHANGE



Slide 5.1 What is sustainable development goals ?

Slide 5.2 What is sustainable consumption and production ?

Slide 5.3 What is Circular economy , principles of 3Rs, LOHAS & carbon footprint ?

### A) Case Study Analysis and Discussion

Give the case study to the participants reading the part of different characters + individual recording after each section. If the group is a mixed Hindi/English group, run in one Hindi group and one English group.

**Prakash:** Good morning everyone. Let me introduce you to Mr Shankar who is the procurement head at Global IT which has set up processes for proper e-waste disposal. We are also in the process to draft guidelines for our organisation and today we have invited him to help us understand the key issues and guide us further keeping in mind the compliance to the rules of e-waste handling and management. I will now make a presentation on e-waste and the affects of its improper disposal. Post that we can take questions from all of you which can be answered by Shankar and myself.

(Prakash makes a 15 minute presentation on the subject)

**Sarvesh:** Thank you for the presentation Prakash. I am sure all of us here have been enlightened on the subject. My question is, what are the agencies which will support us in ensuring that we are able to manage our e-waste properly?

**Shankar:** Thank you Sarvesh. That is a very important question. You see there is a lifecycle for an electronic product. It starts from mining of the metals, manufacturing of the material till it is sold through different channels to different kinds of consumers. Post its usefulness to the consumer, it is then disposed off. At the disposal stage there are different kinds of actors like a local kabadiwala who dismantles the product and then sells whatever he can't handle or a proper authorised recycler who takes away the disposed material and uses proper means and methods to recycle the material in an environmentally sound manner. The pollution control board monitors a lot of these activities and we need to ensure that we follow the guidelines that are set by them and the environment ministry in order to comply with the rules. Further more, we can ensure that at stages of procurement and rules we have contracts which ensure that compliance of rules is adhered to by the agencies who we are procuring from or disposing to.

**Sarvesh:** How do we sensitize employees to ensure that they adhere to the rules as well

since they are also consumers of electronic items

**Shankar:** In fact this meeting of departmental heads is a stepping stone for the same. **Each one of you use electronic products in your respective departments. You can organise small workshops or training sessions on this subject. In my organisation, this lead to employees coming back to us and asking us on how to dispose electronic products from their households since no recycler would come to take a single product.** We set up collection drives in partnership with a NGO with the condition that the products would be channelized to an authorised recycler. This also helped to garner support for the social cause that the NGO upheld.

**Sarvesh:** What are the key aspects that we need to consider while

	<p>disposal of items?  <b>Shankar:</b> You see all electrical and electronic items have different compositions. Some contain hazardous materials as well. In order to ensure that these are not mixed, you should have a defined space for collection of products which have reached end of life and will be disposed. This inventorization has to be duly recorded so that you are ensure that hazardous items are not mixed with non hazardous ones. Second, you must ensure that you have checked all certifications of agencies you are dealing with and monitor their activities so that you are absolutely sure of the compliances which need to be met as per the rules.</p> <p><b>B) Film Analysis &amp; Discussion</b>  <a href="https://www.youtube.com/watch?v=jpf7lyxgy5l&amp;t=166s">https://www.youtube.com/watch?v=jpf7lyxgy5l&amp;t=166s</a> ( Sustainable consumption)  <a href="https://www.youtube.com/watch?v=8q7_aV8eLUE">https://www.youtube.com/watch?v=8q7_aV8eLUE</a>(carbon footprint )</p> <p>What is the challenge discussed in the film ?  What are the solutions suggested?  What are your learnings from the film?</p>
<p><b>INFORMATION APPLICATION</b></p> 	<p>SAY:  We will do a group activity on lifestyle choices  You have 5 sets of choices . For each choice there are 2 options : Option and Option B.  In your groups you need to think and explain the impact of the option you have chosen.</p> <p>Set 1  Option A: Local Apple  Option B: Washington Apple</p> <p>Set 2  Option A: Disposing garbage bag to the kachrawala  Option B: Segregating and composting wet waste</p> <p>Set 3  Option A Washing hair with shikakai  Option B Washing hair with imported branded shampoo</p> <p>Set 4  Option A Buying a seasonal local vegetable that you may not find too tasty</p>

	<p>Option B Buying an exotic vegetable (like broccoli or avocado) that is yummy but expensive</p> <p>Set 5</p> <p>Option A Taking a walk to your friends home and spending time with him or her</p> <p>Option B Sending a whatsapp messages or chatting with the friend from home</p> <ul style="list-style-type: none"> <li>- Ask each group to make its presentation</li> <li>- Encourage the members of the other group to question and add their inputs /insights into each presentation</li> <li>- Facilitate a discussion with the groups on what would happen in the future if the life style choices mentioned continue</li> <li>- Ask the groups whether they think that these choices are impacting sustainable development</li> </ul>
<p><b>REAL WORLD APPLICATION</b></p> 	<p>SAY</p> <p>Ask the participants to make an action plan for themselves ie what they can do to make difference in their lifestyle choices and share it with their colleagues in office.</p>

## Summary Session 5

The generation of e-waste is directly related to our consumption patterns. The more we consume the more e-we generate. Circular economy focusses on reducing consumption, re-using the EEE by increasing longevity of the products and finally recycle the products for material extraction and creation of new resources. It follows the principles of 3Rs- reduce , re-

use and recycle. LOHAS contributes to the concept of circular economy as LOHAS consumers adopt lifestyles and make decisions that are sustainable and contribute towards community health, environment sustainability and social justice. LOHAS consumers promote that work on renewable energy , solar power, organic foods, eco-tourism, natural cleaning products and yoga.

# Transition Note:

Thus far the course has focused on building the understanding the participants on the concept of e-waste, impact of e-waste on health and environment, sustainable consumption and lifestyles of health and sustainability. Going forward, this session will delve deep into learning about the engagement skills to become a Greene Champion.

## Session 6: What are the skills required to become a Greene Champion?

### Purpose

This session seeks to equip the participants with Facilitation skills that will help them to facilitate engaging sessions with their target audiences

### Session Objectives

Upon completion of this topic, participants will be able to:

- Explain the IGNITE Model of facilitation
- Demonstration of the facilitation skills

### Summary Session Plan

Flow Step	Description	Methodology/ Tools	Duration
<b>Mind Jog</b> 	Understanding the role of a facilitator	Game: Hot and Cold E-waste participant awareness workbook	10 minutes

<b>Personal Connect</b> 	<p>Learning from my training experience</p> <p>Remember the best training you have attended in the past 6 months which was interesting as well as effective ?</p> <p>What made it so interesting and effective?</p>	<p>Reflection</p> <p>E-waste participant awareness workbook</p>	<p>20 mins</p>
<b>Information Exchange</b> 	<p>Understanding the IGNITE model of facilitation</p>	<p>Treasure Hunt</p> <p>Color coded chits for the following words: Inspiring, Group atmosphere, Not controlling , Involving participants , Time optimization, effective training</p> <p>E-waste participant workbook,</p>	<p>20 mins</p>
<b>Information Application</b> 	<p>Demonstrating facilitation skills for required for a Greene Champion</p>	<p>Practice sessions</p>	<p>20 mins</p>
<b>Real World Connect</b> 	<p>Learning to give feedback to each other</p>	<p>Feedback template</p>	<p>10 mins</p>

## How to run the session?

<b>MIND JOG</b> 	<p><b>ASK:</b></p> <p>A person to volunteer. Ask the volunteer to give his / her favorite object available with him/ her. Take the volunteer out of the room. The group is asked to choose a place in the room to hide the object. The volunteer enters back the room and needs to figure out / find the object. The group assists the volunteer with verbal clues. If the volunteer is not at all close to the item as he searches, group says, “Cold,” but as the volunteer gets closer to the hidden item, Group responds, “Getting warmer...” ; “Hot”.</p> <p>When he she is very close to the item, group says, “You’re hottest!”. The objective is to help the volunteer find the object/ item.</p> <p><b>ASK</b></p> <p>What was happening in the game?</p>
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	<p>What is your learning from the game ?  Get few responses  Explain  The role of the facilitator is the similar to what role you all were playing to help the volunteer. You were trying to guide the volunteer to find the item . Similarly in training programmes the role of the facilitator is to guide the participants such that they are able to maximise their learning outcomes.</p>
<p><b>PERSONAL CONNECT</b></p> 	<p>Remember the best training you have attended in the past 6 months which was interesting as well as effective ?  What made it so interesting and effective?  Write the responses : games , activities , inspiring teacher etc. there are various ingredients to a good or an effective training programme. Now all of us have come here to become trainers and we would in this sessions certain skills and techniques that will enable us to become world class trianers</p>
<p><b>INFORMATION EXCHANGE</b>  Slide 6.1 What is IGNITE Model ?  What are the skills of a Greene Champion ?</p> 	<p>Facilitator Note: The facilitator hides the items/ colour coded chits for the treasure hunt in the room. The group has to find the hidden items/ chits and combine them to make the complete word/ concept.  We are going to play a game called treasure hunt.  There are few chits which are hidden in this room with words written on them . You have to find those chits .  There are few words that are single words and complete in themselves and then there are others which are combination words . The combination words are written on similar color chits .  Your time starts now.....  After the participants have found all the chits  The facilitator asks them to arrange the chits on a table  <b>SAYS</b>  Now let us look at each of these words one by one . Lets start with Inspiring – What do you understand by the word inspiring ?  How do you think a facilitator can inspire the participants ?  Get few responses , write on the board.  What do you understand by the word Group atmosphere ?  What all facilitators need to do for creating a good group atmosphere?  Get few responses , write on the board.</p> <p>What do you understand by the word Not controlling ?  How can we assess that a facilitator is working in a not controlling manner  Get few responses , write on the board.</p> <p>What do you understand by the word involving participants?  What can a facilitator do to elicit the involvement of the participants?  Get few responses , write on the board.</p> <p>What do you understand by the word time optimisation?  What can a facilitator do in order to ensure that time is being utilized efficiently?  Get few responses , write on the board.</p>

	<p>What do you understand by the word effective learning ?          What can a facilitator do to elicit the involvement of the participants?          Get few responses , write on the board.</p> <p>EXPLAIN          When we look at the first alphabet of each of the words below .          we get the word called IGNITE. <b>I</b>NSPIRING  <b>G</b>ROUP ATMOSPHERE  <b>N</b>OT CONTROLLING  <b>I</b>NVOLVING PARTICIPANTS  <b>T</b>IME  <b>E</b>FFECTIVE LEARNING</p>
	<p>IGNITE means spark . The role of the facilitator is to ignite the learning in the participants. This happens only when the facilitator is able to follow the entire IGNITE model. This model helps in engaging the participants on the issue of E-waste and initiate the process of change .</p>
<p><b>INFORMATION APPLICATION</b></p> 	<p>Participants will develop demo session plans based on the E-waste topics covered in the previous sessions . The sessions will be facilitated by the participants in pairs in small groups . The pairs will be assessed by the audience on the basis of IGNITE parameters.</p>
<p><b>REAL WORLD APPLICATION</b></p> 	<p>Participants will develop their self-learning plans on the feedback received from the group to become a Greene Champion.</p>

## Summary Session 6

The Walkers cycle and the IGNITE Model complement each other Therefore for an effective training programme , the design needs to be robust and take into account all the steps of the Walkers' cycle. Once the design is engaging, the facilitation will be excellent and it will help in achieving the desired learning outcomes for any E-waste session or intervention you plan to implement. Learning facilitation skills is an ongoing process and you become better at it with practice. While IGNITE is the core model of facilitation, other skills that enable you to become excellent facilitator are Listening , responding and questioning skills.

# Transition Note:

Thus far the course has focused on building the understanding the participants on the concept of e-waste, impact of e-waste on health and environment, sustainable consumption and lifestyles of health and sustainability and skills required for a Greene Champion.. Going forward, this session will enable the participants to design the E-waste actions projects in their office settings.

## Session 7: What's my E-waste action project idea?

### Purpose

The purpose of the E-waste action project is to provide an opportunity to the participants to apply the learnings from the E-waste course to the real life settings. A successful action project will build the confidence and capacities of the participants to build awareness on the E-waste issue . The action project could be designed and implemented within the college premises as well as modified to suit other environment such as neighborhood, marketplace etc.

### Session Objectives

Through this action project , the participants will be able to:

- Articulate the long term and immediate PSMART objectives of E-waste Action Project
- Examine the potential strategies, enabling factors, for fulfilling the project objectives
- Pre-empt challenges and develop a realistic plan of action to achieve the goals
- Analyze their project requirement and personal areas of improvement to identify their individual learning goal

### Summary Session Plan

Flow Step	Description	Methodology/ Tools	Duration
<b>Mind Jog</b> 	Important to set realistic goals, in alignment with our abilities	Activity: Ball throw	10 mins

<b>Personal Connect</b> 	Imagining success	Colored photos collected from various magazines, newspapers or the internet	20 mins
<b>Information Exchange</b> 	Setting PSMART Objectives	Discussion  E-waste awareness Participant workbook	40 mins
<b>Information Application</b> 	Designing an E-waste disposal system for your office	E-waste Action project plan template	40 mins
<b>Real World Connect</b> 	Planning for an awareness workshop cum collection drive to sensitize your office colleagues about health & environmental hazards of E -waste	Group work	20 mins

## How to run the session?

<b>MIND JOG</b> 	<p><b>ASK:</b></p> <p>All participants are divided into 2 groups and stand in a straight-line. One ball will be given to you both the groups and the first person in the line will throw the ball to the one in the back without looking behind. The 2nd person will have to catch it and throw it to the person behind and so on. This has to be done in a way that the ball is not dropped. The participants are given 5 minutes to complete this.</p> <p><b>Say:</b> You have 5 minutes to do this and place yourself accordingly and as per your estimation</p> <p><b>Say</b> It is for us to realize our true potential and set realistic expectation and set for ourselves a stretched target – why? Because we want fun by pushing ourselves, expand our capacity; test our skills and also not making a superficial or tick in the box kind of change.</p>
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	<p>At the same time it will be fool hardy to give ourselves such a stretch that we don't even have the energy to start given the end or goal is so far off that it seems impossible</p>
<p><b>PERSONAL CONNECT</b></p> 	<p><b>Do:</b></p> <p>Lay and spread out the photographs around a table in the room. Ask participants to take rounds of the circle and see the photographs</p> <p><b>Say:</b></p> <p>Find out the photograph/s you can best relate to as you imagine success with your project. Once everybody has decided ask them to pick the photographs. In case you do not find your photograph keep it in your mind and then later you can ask the person to give it you.</p> <p><b>Ask:</b></p> <p>Share why you have chosen the photograph. Guide the discussion towards how they are feeling about the group right now and how does this discussion fit into their action projects</p> <p><b>Say:</b></p> <p>How are you feeling? How did it feel to imagine success? It is very important for us to build a vision of the change we want to see in the world through our work. You need not have worked out every little detail but a symbol like this photograph is one of the many good views to keep you inspired and motivated.</p>
<p><b>INFORMATION EXCHANGE</b></p> <p>What is PSMART objective?</p> 	<p>Is it important to have clear goals or objectives for our work? Why?</p> <p>Take a few responses?</p> <p><b>Say</b></p> <ul style="list-style-type: none"> <li>• Gives a direction to the learning efforts</li> <li>• Provides a plan for the course</li> <li>• Provides a means to check if the requirements of the course have been met</li> </ul> <p><b>Do:</b></p> <p>Write on Board P-SMART and explain good objectives have all these characteristics, they are PSAMART, i.e. Performance Oriented, Specific, Measurable, Achievable, Relevant, Time bound.</p> <p><b>Say:</b></p> <p>Ask students to look at their purpose and articulate PSMART objectives for their Social Action Projects.</p> <p><b>Do:</b></p> <p>Hand over a copy of the action project Template to each participant and explain them the items and ask them to fill up:</p> <ul style="list-style-type: none"> <li>• The Project Idea</li> <li>• The Ultimate Goal and</li> <li>• Objectives for next two months (PSMART)</li> </ul>

	<p>After 20-25 minutes of reflection and writing, each participant can share the same with the person sitting next to them , the partner will give them feedback on whether their objective is P-SMART or not.</p> <p><b>Ask:</b> Did this exercise help in developing clarity in your mind? Ask some people to share their objectives in big group.</p> <p><b>Say:</b> Now we shall move on to the next step – Next we will look at how we can know if we are moving towards the goals we have set. How can we measure our success? Let us look at the template and co creates one for our overall understanding. Go through the template, discuss in groups and create a set of questions. Share the questions.</p> <p><b>Do:</b> Engage with the questions and note them on the board in the form of the template. Take an e.g. out of some or one of the issues participants have come up with and co create a template along with all the participants on the board.</p>
<p><b>Information Application</b></p>	<p><b>INSTRUCT:</b> Design ane-waste disposal system for your office Allocation of responsibilities to the various departments Identification of authorized recyclers</p> <p>Setting up of a review mechanism</p>
<p><b>REAL WORLD CONNECT</b></p> 	<p>Discuss about the E-waste disposal plan with the department headsor head of the company; Planning for an awareness workshop cum collection drive to sensitize your office colleagues about health &amp; environmental hazards of E -waste.</p>

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**[PUBLISHED IN THE GAZETTE OF INDIA, EXTRAORDINARY PART-II,  
SECTION- 3, SUB-SECTION (i)]**

**GOVERNMENT OF INDIA**

**MINISTRY OF ENVIRONMENT, FOREST AND CLIMATE CHANGE**

**NOTIFICATION**

**New Delhi, the 23<sup>rd</sup> March , 2016**

**G.S.R 338(E).** - Whereas the draft rules, namely the e-waste (Management) Rules, 2015, were published by the Government of India in the Ministry of Environment, Forest and Climate Change vide number G.S.R. 472(E), dated the 10<sup>th</sup> June, 2015 in the Gazette of India, Extraordinary Part II, section 3, sub-section (ii) inviting objections and suggestions from all persons likely to be affected thereby, before the expiry of the period of sixty days from the date on which copies of the Gazette containing the said notification were made available to the public;

AND WHEREAS the copies of the Gazette containing the said notification were made available to the public on the 10<sup>th</sup> day of June, 2015;

AND WHEREAS the objections and suggestions received within the specified period from the public in respect of the said draft rules have been duly considered by the Central Government;

NOW, THEREFORE, in exercise of the powers conferred by sections 6, 8 and 25 of the Environment (Protection) Act, 1986 (29 of 1986), and in supersession of the e-waste (Management and Handling) Rules, 2011, published in the Gazette of India, section 3, sub-section (ii), vide number S.O. 1035(E), dated the 12<sup>th</sup> May, 2011, except as respects things done or omitted to be done before such supersession, the Central Government hereby makes the following rules, namely:-

**CHAPTER I**

**PRELIMINARY**

**1. Short title and commencement.** - (1) These rules may be called the E-Waste (Management) Rules, 2016.

(2) They shall come into force from the 1<sup>st</sup> day of October, 2016.

**2. Application.** - These rules shall apply to every manufacturer, producer, consumer, bulk consumer, collection centres, dealers, e-retailer, refurbisher, dismantler and recycler involved in manufacture, sale, transfer, purchase, collection, storage and processing of e-waste or electrical and electronic equipment listed in Schedule I, including their components, consumables, parts and spares which make the product operational but shall not apply to -

- (a) used lead acid batteries as covered under the Batteries (Management and Handling) Rules, 2001 made under the Act;
- (b) micro enterprises as defined in the Micro, Small and Medium Enterprises Development Act, 2006 (27 of 2006); and
- (c) radio-active wastes as covered under the provisions of the Atomic Energy Act, 1962 (33 of 1962) and rules made there under.

**3. Definitions.** - (1) In these rules, unless the context otherwise requires, -

- (a) 'Act' means the Environment (Protection) Act, 1986 (29 of 1986);
- (b) 'authorisation' means permission for generation, handling, collection, reception, storage, transportation, refurbishing, dismantling, recycling, treatment and disposal of e-waste, granted to manufacturer, dismantler, refurbisher and recycler;
- (c) 'bulk consumer' means bulk users of electrical and electronic equipment such as Central Government or State Government Departments, public sector undertakings, banks, educational institutions, multinational organisations, international agencies, partnership and public or private companies that are registered under the Factories Act, 1948 (63 of 1948) and the Companies Act, 2013 (18 of 2013) and health care facilities which have turnover of more than one crore or have more than twenty employees;
- (d) 'Central Pollution Control Board' means the Central Pollution Control Board constituted under sub-section (1) of section 3 of the Water (Prevention and Control of Pollution) Act, 1974 (6 of 1974);
- (e) 'collection centre' means a centre or a collection point or both established by producer individually or as association jointly to collect e-waste for channelising the e-waste to recycler and play such role as indicated in the authorisation for Extended Producer Responsibility granted to the producer and having facilities as per the guidelines of Central Pollution Control Board, including the collection centre established by the dismantler or refurbisher or recycler which should be a part of their authorisation issued by the State Pollution Control Board where the facility exists;
- (f) 'component' means one of the parts of a sub-assembly or assembly of which a manufactured product is made up and into which it may be resolved and includes an accessory or attachment to another component;
- (g) 'consumables' means an item, which participates in or is required for a manufacturing process or for functioning of the electrical and electronic equipment and may or may not form part of end-product. Items, which are substantially or totally consumed during a manufacturing process, shall be deemed to be consumables;
- (h) 'consumer' means any person using electrical and electronic equipment excluding the bulk consumers;
- (i) 'channelisation' means to direct the path for movement of e-wastes from collection onwards to authorised dismantler or recycler. In case of fluorescent and other mercury containing lamps, where recyclers are not available, this means path for movement from collection centre to Treatment, Storage and Disposal Facility;
- (j) 'dealer' means any individual or firm that buys or receives electrical and electronic equipment as listed in Schedule I of these rules and their components or consumables or parts or spares from producers for sale;
- (k) 'deposit refund scheme' means a scheme whereby the producer charges an additional amount as a deposit at the time of sale of the electrical and electronic equipment and returns it to the consumer along with interest when the end-of- life electrical and electronic equipment is returned;
- (l) 'dismantler' means any person or organisation engaged in dismantling of used electrical and electronic equipment into their components and having facilities

as per the guidelines of Central Pollution Control Board and having authorisation from concerned State Pollution Control Board;

- (m) 'disposal' means any operation which does not lead to recycling, recovery or reuse and includes physico-chemical or biological treatment, incineration and deposition in secured landfill;
- (n) 'end-of-life' of the product means the time when the product is intended to be discarded by the user;
- (o) 'environmentally sound management of e-waste' means taking all steps required to ensure that e-waste is managed in a manner which shall protect health and environment against any adverse effects, which may result from such e-waste;
- (p) 'electrical and electronic equipment' means equipment which are dependent on electric current or electro-magnetic field in order to become functional;
- (q) 'e-retailer' means an individual or company or business entity that uses an electronic network such as internet, telephone, to sell its goods;
- (r) 'e-waste' means electrical and electronic equipment, whole or in part discarded as waste by the consumer or bulk consumer as well as rejects from manufacturing, refurbishment and repair processes;
- (s) 'e-waste exchange' means an independent market instrument offering assistance or independent electronic systems offering services for sale and purchase of e-waste generated from end-of-life electrical and electronic equipment between agencies or organisations authorised under these rules;
- (t) 'Extended Producer Responsibility' means responsibility of any producer of electrical or electronic equipment, for channelisation of e-waste to ensure environmentally sound management of such waste. Extended Producer Responsibility may comprise of implementing take back system or setting up of collection centres or both and having agreed arrangements with authorised dismantler or recycler either individually or collectively through a Producer Responsibility Organisation recognised by producer or producers in their Extended Producer Responsibility - Authorisation;
- (u) 'Extended Producer Responsibility - Authorisation' means a permission given by Central Pollution Control Board to a producer, for managing Extended Producer Responsibility with implementation plans and targets outlined in such authorisation including detail of Producer Responsibility Organisation and e-waste exchange, if applicable;
- (v) 'Extended Producer Responsibility Plan' means a plan submitted by a producer to Central Pollution Control Board, at the time of applying for Extended Producer Responsibility - Authorisation in which a producer shall provide details of e-waste channelisation system for targeted collection including detail of Producer Responsibility Organisation and e-waste exchange, if applicable;
- (w) 'facility' means any location wherein the process incidental to the collection, reception, storage, segregation, refurbishing, dismantling, recycling, treatment and disposal of e-waste are carried out;
- (x) 'Form' means a form appended to these rules;
- (y) 'historical e-waste' means e-waste generated from electrical and electronic equipment as specified in Schedule I, which was available on the date from which these rules come into force;
- (z) 'manufacturer' means a person or an entity or a company as defined in the Companies Act, 2013 (18 of 2013) or a factory as defined in the Factories Act, 1948 (63 of 1948) or Small and Medium Enterprises as defined in Micro, Small and Medium Enterprises Development Act, 2006 (27 of 2006), which has facilities for manufacture of electrical and electronic equipment;
- (aa) 'orphaned products' means non-branded or assembled electrical and electronic equipment as specified in Schedule I or those produced by a company, which has closed its operations;
- (bb) 'part' means an element of a sub-assembly or assembly not normally useful by itself, and not amenable to further disassembly for maintenance purposes. A

- part may be a component, spare or an accessory;
- (cc) 'producer' means any person who, irrespective of the selling technique used such as dealer, retailer, e-retailer, etc.;
- (i) manufactures and offers to sell electrical and electronic equipment and their components or consumables or parts or spares under its own brand; or
  - (ii) offers to sell under its own brand, assembled electrical and electronic equipment and their components or consumables or parts or spares produced by other manufacturers or suppliers; or
  - (iii) offers to sell imported electrical and electronic equipment and their components or consumables or parts or spares;
- (dd) 'Producer Responsibility Organisation' means a professional organisation authorised or financed collectively or individually by producers, which can take the responsibility for collection and channelisation of e-waste generated from the 'end-of-life' of their products to ensure environmentally sound management of such e-waste;
- (ee) 'recycler' - means any person who is engaged in recycling and reprocessing of waste electrical and electronic equipment or assemblies or their components and having facilities as elaborated in the guidelines of Central Pollution Control Board;
- (ff) 'refurbishment' means repairing of used electrical and electronic equipment as listed in Schedule I for extending its working life for its originally intended use and selling the same in the market or returning to owner;
- (gg) 'refurbisher' for the purpose of these rules, means any company or undertaking registered under the Factories Act, 1948 or the Companies Act, 1956 or both or district industries centre engaged in refurbishment of used electrical and electronic equipment;
- (hh) 'Schedule' means the Schedule appended to these rules;
- (ii) "spares" means a part or a sub-assembly or assembly for substitution which is ready to replace an identical or similar part or sub-assembly or assembly including a component or an accessory;
- (jj) 'State Government in relation to an Union territory means, the Administrator thereof appointed under article 239 of the Constitution;
- (kk) 'State Pollution Control Board' means the concerned State Pollution Control Board or the Pollution Control Committee of the Union Territories constituted under sub-section (1) of section 4 of the Water (Prevention and Control of Pollution) Act, 1974 (6 of 1974);
- (ll) 'target' means the quantity of e-waste to be collected by the producer in fulfilment of Extended Producer Responsibility;
- (mm) 'transporter' means a person or company or entity engaged in the off-site transportation of e-waste by air, rail, road or water carrying a manifest system issued by the person or company or entity who has handed over the e-waste to the transporter, giving the origin, destination and quantity of the e-waste being transported;
- (2) Words and expressions used in these rules and not defined but defined in the Act shall have the meanings respectively assigned to them in the Act.

## CHAPTER II

### RESPONSIBILITIES

- 4. Responsibilities of the manufacturer.** - (1) collect e-waste generated during the manufacture of any electrical and electronic equipment and channelise it for recycling or disposal;
- (2) apply for an authorisation in Form 1 (a) in accordance with the procedure prescribed under sub-rule (2) of rule 13 from the concerned State Pollution Control Board, which shall give the authorisation in accordance with Form 1 (bb);
- (3) ensure that no damage is caused to the environment during storage and transportation of e-waste;
- (4) maintain records of the e-waste generated, handled and disposed in Form-2 and make such records available for scrutiny by the concerned State Pollution Control Board;
- (5) file annual returns in Form-3, to the concerned State Pollution Control Board on or before the 30th day of June following the financial year to which that return relates.

**5. Responsibilities of the producer.** - The producer of electrical and electronic equipment listed in Schedule I shall be responsible for -

- (1) implementing the Extended Producers Responsibility with the following frameworks, namely:-
- (a) collection and channelisation of e-waste generated from the 'end-of-life' of their products or 'end-of-life' products with same electrical and electronic equipment code and historical waste available on the date from which these rules come into force as per Schedule I in line with the targets prescribed in Schedule III in Extended Producer Responsibility - Authorisation;
- (b) the mechanism used for channelisation of e-waste from 'end-of-life' products including those from their service centres to authorised dismantler or recycler shall be in accordance with the Extended Producer Responsibility - Authorisation. In cases of fluorescent and other mercury containing lamps, where recyclers are not available, channelisation may be from collection centre to Treatment, Storage and Disposal Facility;
- (c) for disposal in Treatment, Storage and Disposal Facility, a pre-treatment is necessary to immobilise the mercury and reduce the volume of waste to be disposed off;
- (d) Extended Producer Responsibility - Authorisation should comprise of general scheme for collection of waste Electrical and Electronic Equipment from the Electrical and Electronic Equipment placed on the market earlier, such as through dealer, collection centres, Producer Responsibility Organisation, through buy-back arrangement, exchange scheme, Deposit Refund System, etc. whether directly or through any authorised agency and channelising the items so collected to authorised recyclers;
- (e) providing contact details such as address, e-mail address, toll-free telephone numbers or helpline numbers to consumer(s) or bulk consumer(s) through their website and product user documentation so as to facilitate return of end-of-life electrical and electronic equipment;
- (f) creating awareness through media, publications, advertisements, posters, or by any other means of communication and product user documentation accompanying the equipment, with regard to -

- (i) information on address, e-mail address, toll-free telephone numbers or helpline numbers and web site;
- (ii) information on hazardous constituents as specified in sub-rule 1 of rule 16 in electrical and electronic equipment;
- (iii) information on hazards of improper handling, disposal, accidental breakage, damage or improper recycling of e-waste;
- (iv) instructions for handling and disposal of the equipment after its use, along with the Do's and Don'ts;
- (v) affixing a visible, legible and indelible symbol given below on the products or product user documentation to prevent e-waste from being dropped in garbage bins containing waste destined for disposal;



- (vi) means and mechanism available for their consumers to return e-waste for recycling including the details of Deposit Refund Scheme, if applicable;
- (g) the producer shall opt to implement Extended Producer Responsibility individually or collectively. In individual producer responsibility, producer may set up his own collection centre or implement take back system or both to meet Extended Producer Responsibility. In collective system, producers may tie-up as a member with a Producer Responsibility Organisation or with e-waste exchange or both. It shall be mandatory upon on the individual producer in every case to seek Extended Producer Responsibility - Authorisation from Central Pollution Control Board in accordance with the Form-1 and the procedure laid down in sub-rule (1) of rule 13;
- (2) to provide information on the implementation of Deposit Refund Scheme to ensure collection of end-of-life products and their channelisation to authorised dismantlers or recyclers, if such scheme is included in the Extended Producer Responsibility Plan. Provided that the producer shall refund the deposit amount that has been taken from the consumer or bulk consumer at the time of sale, along with interest at the prevalent rate for the period of the deposit at the time of take back of the end-of-life product;
- (3) the import of electrical and electronic equipment shall be allowed only to producers having Extended Producer Responsibility authorisation;
- (4) maintaining records in Form-2 of the e-waste handled and make such records available for scrutiny by the Central Pollution Control Board or the concerned State Pollution Control Board;
- (5) filing annual returns in Form-3, to the Central Pollution Control Board on or before the 30<sup>th</sup> day of June following the financial year to which that return relates. In case of the Producer with multiple offices in a State, one annual return combining information from all the offices shall be filed;

- (6) the Producer shall apply to the Central Pollution Control Board for authorisation in Form 1, which shall thereafter grant the Extended Producer Responsibility - Authorisation in Form 1(aa).
- (7) Operation without Extended Producer Responsibility-Authorisation by any producer, as defined in this rule, shall be considered as causing damage to the environment.

**6. Responsibilities of collection centres.** - (1) collect e-waste on behalf of producer or dismantler or recycler or refurbisher including those arising from orphaned products; Provided the collection centres established by producer can also collect e-waste on behalf of dismantler, refurbisher and recycler including those arising from orphaned products

- (2) ensure that the facilities are in accordance with the standards or guidelines issued by Central Pollution Control Board from time to time;
- (3) ensure that the e-waste collected by them is stored in a secured manner till it is sent to authorised dismantler or recycler as the case may be;
- (4) ensure that no damage is caused to the environment during storage and transportation of e-waste;
- (5) maintain records in Form-2 of the e-waste handled as per the guidelines of Central Pollution Control Board and make such records available for scrutiny by the Central Pollution Control Board or the concerned State Pollution Control Board as and when asked for.

**7. Responsibilities of dealers.** – (1) in the case the dealer has been given the responsibility of collection on behalf of the producer, the dealer shall collect the e- waste by providing the consumer a box, bin or a demarcated area to deposit e- waste, or through take back system and send the e-waste so collected to collection centre or dismantler or recycler as designated by producer;

- (2) the dealer or retailer or e-retailer shall refund the amount as per take back system or Deposit Refund Scheme of the producer to the depositor of e-waste;
- (3) every dealer shall ensure that the e-waste thus generated is safely transported to authorised dismantlers or recyclers;
- (4) ensure that no damage is caused to the environment during storage and transportation of e-waste.

**8. Responsibilities of the refurbisher.** – (1) collect e-waste generated during the process of refurbishing and channelise the waste to authorised dismantler or recycler through its collection centre;

- (2) make an application in Form 1(a) in accordance with the procedure laid down in sub-rule (4) of rule 13 to the concerned State Pollution Control Board for grant of one time authorisation;
  - (a) the concerned State Pollution Control Board shall authorise the Refurbisher on one time basis as per Form 1 (bb) and authorisation would be deemed as considered if not objected to within a period of thirty days;
  - (b) the authorised Refurbisher shall be required to submit details of e-waste generated to the concerned State Pollution Control Board on yearly basis;
- (3) ensure that no damage is caused to the environment during storage and transportation of e-waste;
- (4) ensure that the refurbishing process do not have any adverse effect on the health and the environment;

- (5) ensure that the e-waste thus generated is safely transported to authorised collection centres or dismantlers or recyclers;
- (6) file annual returns in Form-3 to the concerned State Pollution Control Board, on or before the 30<sup>th</sup> day of June following the financial year to which that return relates;
- (7) maintain records of the e-waste handled in Form-2 and such records should be available for scrutiny by the appropriate authority.

**9. Responsibilities of consumer or bulk consumer.** – (1) consumers or bulk consumers of electrical and electronic equipment listed in Schedule I shall ensure that e-waste generated by them is channelised through collection centre or dealer of authorised producer or dismantler or recycler or through the designated take back service provider of the producer to authorised dismantler or recycler;

- (2) bulk consumers of electrical and electronic equipment listed in Schedule I shall maintain records of e-waste generated by them in Form-2 and make such records available for scrutiny by the concerned State Pollution Control Board;
- (3) consumers or bulk consumers of electrical and electronic equipment listed in Schedule I shall ensure that such end-of-life electrical and electronic equipment are not admixed with e-waste containing radioactive material as covered under the provisions of the Atomic Energy Act, 1962 (33 of 1962) and rules made there under;
- (4) bulk consumers of electrical and electronic equipment listed in Schedule I shall file annual returns in Form-3, to the concerned State Pollution Control Board on or before the 30<sup>th</sup> day of June following the financial year to which that return relates. In case of the bulk consumer with multiple offices in a State, one annual return combining information from all the offices shall be filed to the concerned State Pollution Control Board on or before the 30<sup>th</sup> day of June following the financial year to which that return relates

**10. Responsibilities of the dismantler.** - (1) ensure that the facility and dismantling processes are in accordance with the standards or guidelines prescribed by Central Pollution Control Board from time to time;

- (2) obtain authorisation from the concerned State Pollution Control Board in accordance with the procedure under sub-rule (3) of rule 13;
- (3) ensure that no damage is caused to the environment during storage and transportation of e-waste;
- (4) ensure that the dismantling processes do not have any adverse effect on the health and the environment;
- (5) ensure that dismantled e-waste are segregated and sent to the authorised recycling facilities for recovery of materials;
- (6) ensure that non-recyclable or non-recoverable components are sent to authorised treatment storage and disposal facilities;
- (7) maintain record of e-waste collected, dismantled and sent to authorised recycler in Form-2 and make such record available for scrutiny by the Central Pollution Control Board or the concerned State Pollution Control Board;
- (8) file a return in Form-3, to the concerned State Pollution Control Board as the case may be, on or before 30<sup>th</sup> day of June following the financial year to which that return relates;
- (9) not process any e-waste for recovery or refining of materials, unless he is authorised with concerned State Pollution Control Board as a recycler for refining and recovery of materials;
- (10) operation without Authorisation by any dismantler, as defined in this rule, shall be considered as causing damage to the environment.

- 11. Responsibilities of the recycler.** – (1) shall ensure that the facility and recycling processes are in accordance with the standards or guidelines prescribed by the Central Pollution Control Board from time to time;
- (2) obtain authorisation from concerned State Pollution Control Board in accordance with the procedure under the sub-rule (3) of rule 13;
  - (3) ensure that no damage is caused to the environment during storage and transportation of e-waste;
  - (4) ensure that the recycling processes do not have any adverse effect on the health and the environment;
  - (5) make available all records to the Central Pollution Control Board or the concerned State Pollution Control Board for inspection;
  - (6) ensure that the fractions or material not recycled in its facility is sent to the respective authorised recyclers;
  - (7) ensure that residue generated during recycling process is disposed of in an authorised treatment storage disposal facility;
  - (8) maintain record of e-waste collected, dismantled, recycled and sent to authorised recycler in Form-2 and make such record available for scrutiny by the Central Pollution Control Board or the concerned State Pollution Control Board;
  - (9) file annual returns in Form-3, to the concerned State Pollution Control Board as the case may be, on or before 30<sup>th</sup> day of June following the financial year to which that return relates;
  - (10) may accept waste electrical and electronic equipment or components not listed in Schedule I for recycling provided that they do not contain any radioactive material and same shall be indicated while taking the authorisation from concerned State Pollution Control Board;
  - (11) operation without Authorisation by any recycler, as defined in this rule, shall be considered as causing damage to the environment.

**12. Responsibilities of State Government for environmentally sound management of E-waste.** – (1) Department of Industry in State or any other government agency authorised in this regard by the State Government, to ensure earmarking or allocation of industrial space or shed for e-waste dismantling and recycling in the existing and upcoming industrial park, estate and industrial clusters;

(2) Department of Labour in the State or any other government agency authorised in this regard by the State Government shall:

- a. ensure recognition and registration of workers involved in dismantling and recycling;
- b. assist formation of groups of such workers to facilitate setting up dismantling facilities;
- c. undertake industrial skill development activities for the workers involved in dismantling and recycling;
- d. undertake annual monitoring and to ensure safety & health of workers involved in dismantling and recycling;

(3) State Government to prepare integrated plan for effective implementation of these provisions, and to submit annual report to Ministry of Environment, Forest and Climate Change.

## CHAPTER III

### PROCEDURE FOR SEEKING AND GRANT OF AUTHORISATION FOR MANAGEMENT OF E-WASTE

#### 13. Procedure for Seeking and Grant of Authorisation. -

- (1) **Extended Producer Responsibility - Authorisation of Producers.** – (i) every producer of electrical and electronic equipment listed in Schedule I, shall make an application for Extended Producer Responsibility - Authorisation within a period of ninety days starting from the date of these rules coming into force in Form-1 to Central Pollution Control Board;
- (ii) on receipt of the application complete in all respects, the Central Pollution Control Board will carry out evaluation of the Extended Producer Responsibility Plan and on being satisfied that the producer has detailed out an effective system to manage Extended Producer Responsibility in the country, shall grant Extended Producer Responsibility - Authorisation, in Form 1(aa) within a period of one hundred and twenty days. The Extended Producer Responsibility - Authorisation shall be valid for a period of five years;  
This authorisation shall include among others the targeted quantity of e-waste, product code wise, to be collected during the year. The actual target for collection of e-waste for dismantling or recycling will be fixed on the basis of quantity of electrical and electronic equipment, product code wise, placed in the market in the previous years and taking into consideration the average life of the equipment. The estimated quantity of e-waste generated during the current year will be indicated by the producer and the quantity expected to be collected with the collection scheme proposed to be implemented by the producer will be indicated in the Extended Producer Responsibility plan. The Central Pollution Control Board shall fix the targets in accordance with Schedule III.
- (iii) the Central Pollution Control Board, after giving reasonable opportunity of being heard to the applicant shall refuse to grant Extended Producer Responsibility – Authorisation;
- (iv) in the event of refusal of Extended Producer Responsibility - Authorisation by the Central Pollution Control Board, the producer will forfeit his right to put any Electrical and Electronic Equipment in the market till such time the Extended Producer Responsibility - Authorisation is granted;
- (v) the Central Pollution Control Board after grant of Extended Producer Responsibility - Authorisation shall forward the Extended Producer Responsibility Plan to respective State Pollution Control Board for monitoring;
- (vi) an application for the renewal of Extended Producer Responsibility-Authorisation shall be made in Form-1 before one hundred and twenty days of its expiry to Central Pollution Control Board. The Central Pollution Control Board may renew the authorisation for a period of five years after receipt of compliance report from the concerned State Pollution Control Board which shall submit the compliance report to Central Pollution Control Board within sixty days from the date of the receipt of the application. In case of non receipt of the compliance report from the State Pollution Control Board within stipulated time period of sixty days, Central Pollution Control Board may renew the Extended Producer Responsibility- Authorisation after examining such case on merit basis, subject to no report of violation of the provisions of the Act or the rules made there under or the conditions specified in the Extended Producer Responsibility - Authorisation;

- (vii) every producer of Electrical and Electronic Equipment listed in Schedule I, shall take all steps, wherever required, to comply with the conditions specified in the Extended Producer Responsibility – Authorisation;
  - (viii) the concerned State Pollution Control Board shall monitor the compliance of Extended Producer Responsibility - Authorisation, take cognizance of any non-compliance and inform Central Pollution Control Board for taking action, as necessary;
  - (ix) Central Pollution Control Board shall conduct random check and if in its opinion, the holders of the Extended Producer Responsibility - Authorisation has failed to comply with any of the conditions of the authorisation or with any provisions of the Act or these rules and after giving a reasonable opportunity of being heard and after recording reasons thereof in writing cancel or suspend the Extended Producer Responsibility - Authorisation issued under these rules for such period as it considers necessary in the public interest and inform the concerned State Pollution Control Board within ten days of cancellation.
  - (x) the Central Pollution Control Board shall maintain an online register of Extended Producer Responsibility - Authorisation granted with conditions imposed under these rules for environmentally sound management of e-waste, and which shall be accessible to any citizen of the country.
  - (xi) The producer authorised under the provision of this rule shall maintain records in Form-2 and shall file annual returns of its activities of previous year in Form-3 to the Central Pollution Control Board on or before 30<sup>th</sup> day of June of every year;
- (2) **Authorisation of Manufacturer.** –
- (i) the manufacturer generating e-waste shall obtain an authorisation from the concerned State Pollution Control Board;
  - (ii) the manufacturer shall make an application for authorisation, within a period of ninety days from the date of these rules coming into force in Form 1(a) to the concerned State Pollution Control Board for grant of authorisation;
  - (iii) on receipt of the application complete in all respects for the authorisation, the concerned State Pollution Control Board may, after such enquiry as it considers necessary and on being satisfied that the applicant possesses appropriate facilities, technical capabilities and equipment to handle e-waste safely, grant within a period of one hundred and twenty days an authorisation in Form 1(bb) to the applicant to carry out safe operations in the authorised place only, which shall be valid for a period of five years;
  - (iv) the concerned State Pollution Control Board after giving reasonable opportunity of being heard to the applicant may refuse to grant any authorisation;
  - (v) every person authorised under these rules shall maintain the record of e-waste handled by them in Form-2 and prepare and submit to the concerned State Pollution Control Board, an annual return containing the details specified in Form- 3 on or before the 30<sup>th</sup> day of June following the financial year to which that return relates;
  - (vi) an application for the renewal of an authorisation shall be made in Form-1(a) before one hundred and twenty days of its expiry and the concerned State Pollution Control Board may renew the authorisation for a period of five years after examining each case on merit and subject to the condition that there is no report of violation of the provisions of the Act or the rules made thereunder or the conditions specified in the authorisation;
  - (vii) manufacturer shall take all steps to comply with the conditions specified in the authorisation;
  - (viii) the concerned State Pollution Control Board shall maintain an online register of authorisations granted with conditions imposed under these rules for

environmentally sound management of e-waste, and which shall be accessible to any citizen of the country.

**(3) Procedure for grant of authorisation to dismantler or recycler.** - (i) every Dismantler or Recycler of e-waste shall make an application, within a period of one hundred and twenty days starting from the date of coming into force of these rules, in Form-4 in triplicate to the concerned State Pollution Control Board accompanied with a copy of the following documents for the grant or renewal of authorisation, namely:-

- (a) consent to establish granted by the concerned State Pollution Control Board under the Water (Prevention and Control of Pollution) Act, 1974, (25 of 1974) and the Air (Prevention and Control of Pollution) Act, 1981(21 of 1981);
- (b) certificate of registration issued by the District Industries Centre or any other government agency authorised in this regard;
- (c) proof of installed capacity of plant and machinery issued by the District Industries Centre or any other government agency authorised in this behalf;
- (d) in case of renewal, a certificate of compliance of effluent and emission standards, treatment and disposal of hazardous wastes as applicable from the concerned State Pollution Control Board or any other agency designated for this purpose:

Provided that any person authorised or registered under the provisions of the Hazardous Wastes (Management, Handling and Transboundary Movements) Rules, 2008, and the E-waste (Management & Handling) Rules, 2011 prior to the date of coming into force of these rules shall not be required to make an application for authorisation till the period of expiry of such authorisation or registration:

- (i) the concerned State Pollution Control Board, on being satisfied that the application is complete in all respects and that the applicant is utilising environmentally sound technologies and possess adequate technical capabilities, requisite facilities and equipment to dismantle or recycle and process e-waste in compliance to the guidelines specified by Central Pollution Control Board from time to time and through site inspection, may grant authorisation to such applicants stipulating therein necessary conditions as deemed necessary for carrying out safe operations in the authorised place only;
- (ii) the concerned State Pollution Control Board shall dispose of the application for authorisation within a period of one hundred and twenty days from the date of the receipt of such application complete in all respects;
- (iii) the authorisation granted under these rules shall be valid for a period of five years from the date of its issue and shall be accompanied with a copy of the field inspection report signed by that Board indicating the adequacy of facilities for dismantling or recycling of e-waste and compliance to the guidelines specified by Central Pollution Control Board from time to time;
- (iv) the concerned State Pollution Control Board may refuse, cancel or suspend an authorisation granted under these rules, if it has reasons to believe that the authorised dismantler or recycler has failed to comply with any of the conditions of authorisation, or with any provisions of the Act or rules made thereunder, after giving an opportunity to the dismantler or recycler to be heard and after recording the reasons thereof;
- (v) an application for the renewal of authorisation shall be made in Form - 4 before one hundred and twenty days of its expiry and the concerned State Pollution Control Board may renew the authorisation for a period of five years after

examining each case on merit and subject to the condition that there is no report of violation of the provisions of the Act or the rules made there under or the conditions specified in the authorisation;

- (vi) the Dismantler and Recycler shall maintain records of the e-waste purchased, processed in Form-2 and shall file annual returns of its activities of previous year in Form-3 to the concerned State Pollution Control Board on or before 30<sup>th</sup> day of June of every year;
- (vii) the Central Government and the Central Pollution Control Board may issue guidelines for standards of performance for dismantling and recycling processes from time to time.

- (4) **Procedure for grant of authorisation to refurbisher.** – (i) every refurbisher of e-waste shall make an application, with in a period of one hundred and twenty days starting from the date of coming into force of these rules, in Form 1 (a) in triplicate to the concerned State Pollution Control Board accompanied with a copy of the following documents for the grant or renewal of authorisation, namely:-

- (a) consent to establish granted by the concerned State Pollution Control Board under the Water (Prevention and Control of Pollution) Act, 1974, (25 of 1974) and the Air (Prevention and Control of Pollution) Act, 1981 (21 of 1981);
- (b) certificate of registration issued by the District Industries Centre or any other government agency authorised in this regard;
- (c) proof of installed capacity of plant and machinery issued by the District Industries Centre or any other government agency authorised in this behalf.

- (ii) the concerned State Pollution Control Board, on being satisfied that the application is complete in all respects and complies with the guidelines prescribed by Central Pollution Control Board from time to time, may grant one time authorisation in Form 1 (bb) to such applicants stipulating therein necessary conditions as deemed necessary for carrying out refurbishing activities in the authorised place only;
- (iii) the concerned State Pollution Control Board shall dispose of the application for authorisation within a period of one hundred and twenty days from the date of the receipt of such application complete in all respects;
- (iv) the concerned State Pollution Control Board may refuse, cancel or suspend a authorisation granted under these rules, if it has reasons to believe that the authorised refurbisher has failed to comply with any of the conditions of authorisation, or with any provisions of the Act or rules made thereunder, after giving an opportunity to the refurbisher to be heard and after recording the reasons thereof;
- (v) the Refurbisher shall maintain records of the e-waste purchased and refurbished in Form-2 and shall file annual returns of its activities of previous year in Form-3 to the concerned State Pollution Control Board on or before 30<sup>th</sup> day of June of every year.

**14. Power to suspend or cancel an authorisation.**- (1) The State Pollution Control Board may, if in its opinion, the holder of Manufacturer or Dismantler or Recycler or Refurbisher Authorisation has failed to comply with any of the conditions of the authorisation or with any provisions of the Act or these rules and after giving a reasonable opportunity of being heard and after recording reasons thereof in writing

cancel or suspend the authorisation issued under these rules for such period as it considers necessary in the public interest and inform Central Pollution Control Board within ten days of cancellation;

(2) The Central Pollution Control Board, if in its opinion, the holders of the Extended Producer Responsibility- Authorisation has failed to comply with any of the conditions of the authorisation or with any provisions of the Act or these rules and after giving a reasonable opportunity of being heard and after recording reasons thereof in writing cancel or suspend the Extended Producer Responsibility- Authorisation issued under these rules for such period as it considers necessary in the public interest and inform State Pollution Control Boards or Pollution Control Committees within ten days of cancellation;

(3) Upon suspension or cancellation of the authorisation, the Central Pollution Control Board or State Pollution Control Board may give directions to the persons whose authorisation has been suspended or cancelled for the safe storage and management of the e-waste and such persons shall comply with such directions.

## CHAPTER IV

**15. Procedure for storage of e-waste.** - Every manufacturer, producer, bulk consumer, collection centre, dealer, refurbisher, dismantler and recycler may store the e-waste for a period not exceeding one hundred and eighty days and shall maintain a record of collection, sale, transfer and storage of wastes and make these records available for inspection:

Provided that the concerned State Pollution Control Board may extend the said period up to three hundred and sixty five days in case the waste needs to be specifically stored for development of a process for its recycling or reuse.

## CHAPTER V

### **REDUCTION IN THE USE OF HAZARDOUS SUBSTANCES IN THE MANUFACTURE OF ELECTRICAL AND ELECTRONIC EQUIPMENT AND THEIR COMPONENTS OR CONSUMABLES OR PARTS OR SPARES**

**16. Reduction in the use of hazardous substances in the manufacture of electrical and electronic equipment and their components or consumables or parts or spares.** –

(1) Every producer of electrical and electronic equipment and their components or consumables or parts or spares listed in Schedule I shall ensure that, new Electrical and Electronic Equipment and their components or consumables or parts or spares do not contain Lead, Mercury, Cadmium, Hexavalent Chromium, polybrominated biphenyls and polybrominated diphenyl ethers beyond a maximum concentration value of 0.1% by weight in homogenous materials for lead, mercury, hexavalent chromium, polybrominated biphenyls and polybrominated diphenyl ethers and of 0.01% by weight in homogenous materials for cadmium.

(2) Components or consumables or parts or spares required for the electrical and electronic equipment placed in the market prior to 1<sup>st</sup> May, 2014 may be exempted from the provisions of sub-rule (1) of rule 16 provided Reduction of Hazardous Substances compliant parts and spares are not available.

- (3) The applications listed in Schedule II shall be exempted from provisions of sub- rule (1) of rule 16.
- (4) Every producer of applications listed in Schedule II shall ensure that the limits of hazardous substances as given in Schedule II are to be complied.
- (5) Every producer shall provide the detailed information on the constituents of the equipment and their components or consumables or parts or spares alongwith a declaration of conformance to the Reduction of Hazardous Substances provisions in the product user documentation.
- (6) Imports or placement in the market for new electrical and electronic equipment shall be permitted only for those which are compliant to provisions of sub-rule (1) and sub rule (4) of rule 16.
- (7) Manufacture and supply of electrical and electronic equipment used for defence and other similar strategic applications shall be excluded from provisions of sub- rule (1) of rule 16.
- (8) Every producer while seeking Extended Producer Responsibility - Authorisation will provide information on the compliance of the provisions of sub-rule (1) of rule 16. This information shall be in terms of self-declaration.
- (9) Central Pollution Control Board shall conduct random sampling of electrical and electronic equipment placed on the market to monitor and verify the compliance of Reduction of Hazardous Substances provisions and the cost for sample and testing shall be borne by the Producer. The random sampling shall be as per the guidelines of Central Pollution Control Board.
- (10) If the product does not comply with Reduction of Hazardous Substances provisions, the Producers shall take corrective measures to bring the product into compliance and withdraw or recall the product from the market, within a reasonable period as per the guidelines of the Central Pollution Control Board.
- (11) Central Pollution Control Board shall publish the methods for sampling and analysis of Hazardous Substances as listed in sub-rule(1) of rule 16 with respect to the items listed in Schedule I and II and also enlist the labs for this purpose.

## CHAPTER VI

### MISCELLANEOUS

**17. Duties of authorities.** - Subject to other provisions of these rules, the authorities shall perform duties as specified in Schedule IV.

**18. Annual Report.** – (1) The concerned State Pollution Control Board shall prepare and submit to the Central Pollution Control Board an annual report with regard to the implementation of these rules by the 30<sup>th</sup> day of September every year in Form-5.

(2) The Central Pollution Control Board shall prepare the consolidated annual review report on management of e-waste and forward it to the Central Government along with its recommendations before the 30<sup>th</sup> day of December every year.

**19. Transportation of e-waste.** –The transportation of e-waste shall be carried out as per the manifest system whereby the transporter shall be required to carry a document (three copies) prepared by the sender, giving the details as per Form-6:

Provided that the transportation of waste generated from manufacturing or recycling destined for final disposal to a treatment, storage and disposal facility shall follow the provisions under Hazardous Wastes (Management, Handling and Transboundary

Movement) Rules, 2008.

**20. Accident reporting.-** Where an accident occurs at the facility processing e-waste or during transportation of e-waste, the producer, refurbisher, transporter, dismantler, or recycler, as the case may be, shall report immediately to the concerned State Pollution Control Board about the accident through telephone and e-mail.

**21. Liability of manufacturer, producer, importer, transporter, refurbisher, dismantler and recycler.-** (1) The manufacturer, producer, importer, transporter, refurbisher, dismantler and recycler shall be liable for all damages caused to the environment or third party due to improper handling and management of the e-waste;

(2) The manufacturer, producer, importer, transporter, refurbisher, dismantler and recycler shall be liable to pay financial penalties as levied for any violation of the provisions under these rules by the State Pollution Control Board with the prior approval of the Central Pollution Control Board.

**22. Appeal.-** (1) Any person aggrieved by an order of suspension or cancellation or refusal of authorisation or its renewal passed by the Central Pollution Control Board or State Pollution Control Board may, within a period of thirty days from the date on which the order is communicated to him, prefer a appeal in Form 7 to the Appellate Authority comprising of the Environment Secretary of the State.

(2) The Appellate Authority may entertain the appeal after expiry of the said period of thirty days if it is satisfied that the appellant was prevented by sufficient cause from filing the appeal in time.

(3) Every appeal filed under this rule shall be disposed of within a period of sixty days from the date of its filing.

**23.** The collection, storage, transportation, segregation, refurbishment, dismantling, recycling and disposal of e-waste shall be in accordance with the procedures prescribed in the guidelines published by the Central Pollution Control Board from time to time. Implementation of e-waste (Management and Handling) Amendment Rules, 2011 shall be in accordance with the guidelines prescribed by the Central Pollution Control Board from time to time.

**24.** Urban Local Bodies (Municipal Committee or Council or Corporation) shall ensure that e-waste pertaining to orphan products is collected and channelised to authorised dismantler or recycler.

## SCHEDULE I

[See rules 2, 3(j), 3(y), 3(aa) and 3(ff); 5; 9; 11(10); 13 (1) (i), 13 (1) (vii) and 16(1),  
16(11)]

### Categories of electrical and electronic equipment including their components, consumables, parts and spares covered under the rules

Sr. No.	Categories of electrical and electronic equipment	Electrical and electronic equipment code
i.	<b>Information technology and telecommunication equipment :</b>	
	Centralised data processing: Mainframes, Minicomputers	ITEW1
	Personal Computing: Personal Computers (Central Processing Unit with input and output devices)	ITEW2
	Personal Computing: Laptop Computers(Central Processing Unit with input and output devices)	ITEW3
	Personal Computing: Notebook Computers	ITEW4
	Personal Computing: Notepad Computers	ITEW5
	Printers including cartridges	ITEW6
	Copying equipment	ITEW7
	Electrical and electronic typewriters	ITEW8
	User terminals and systems	ITEW9
	Facsimile	ITEW10
	Telex	ITEW11
	Telephones	ITEW12
	Pay telephones	ITEW13
	Cordless telephones	ITEW14
	Cellular telephones	ITEW15
	Answering systems	ITEW16
ii.	<b>Consumer electrical and electronics:</b>	
	Television sets (including sets based on (Liquid Crystal Display and Light Emitting Diode technology)	CEEW1
	Refrigerator	CEEW2
	Washing Machine	CEEW3
	Air-conditioners excluding centralised air conditioning plants	CEEW4
	Fluorescent and other Mercury containing lamps	CEEW5

## SCHEDULE II

[See rules 16 (3), 16 (4) and 16 (11)]

<b>Applications, which are exempted from the requirements of sub-rule (1) of rule 16</b>	
	Substance
1	Mercury in single capped (compact) fluorescent lamps not exceeding (per burner):
1(a)	For general lighting purposes <30 W : 2.5 mg
1(b)	For general lighting purposes $\geq 30$ W and <50 W : 3.5mg
1(c)	For general lighting purposes $\geq 50$ W and <150 W : 5mg
1(d)	For general lighting purposes $\geq 150$ W : 15 mg
1(e)	For general lighting purposes with circular or square structural shape and tube diameter $\leq 17$ mm : 7mg
1(f)	For special purposes:5 mg
2(a)	Mercury in double-capped linear fluorescent lamps for general lighting purposes not exceeding (per lamp):
2(a)(1)	Tri-band phosphor with normal life time and a tube diameter < 9mm (e.g. T2): 4mg
2(a)(2)	Tri-band phosphor with normal life time and a tube diameter $\geq 9$ mm and $\leq 17$ mm (e.g. T5): 3 mg
2(a)(3)	Tri- band phosphor with normal life time and a tube diameter >17 mm and $\leq 28$ mm(e.g. T8): 3.5 mg
2(a)(4)	Tri-band phosphor with normal life time and a tube diameter >28 mm (e.g. T 12):3.5 mg
2(a)(5)	Tri-band phosphor with long life time ( $\geq 25000$ h):5mg
2(b)	Mercury in other fluorescent lamps not exceeding(per lamp):
2(b)(1)	Linear halophosphate lamps with tube >28 mm (e.g. T 10 and T12):10 mg
2(b)(2)	Non-linear halophosphate lamps(all diameters):15mg
2(b)(3)	Non-linear tri-band phosphor lamps with tube diameter >17 mm(e.g.T9): 15 mg
2(b)(4)	Lamps for other general lighting and special purposes (e.g. induction lamps):15mg
3	Mercury in cold cathode fluorescent lamps and external electrode fluorescent lamps (CCFL and EEFL)for special purposes not exceeding (per lamp):
3(a)	Short length( $\leq 500$ mm):3.5mg
3(b)	Medium length(>500 mm and $\leq 1500$ mm): 5mg
3(c)	Long length(>1500 mm): 13mg
4(a)	Mercury in other low pressure discharge lamps (per lamp): 15mg

4(b)	Mercury in High Pressure Sodium(vapour) lamps for general lighting purposes not exceeding (per burner)in lamps with improved colour rendering index Ra>60:
4(b)-I	$P \leq 155 \text{ W} : 30 \text{ mg}$
4(b)-II	$155 \text{ W} < P \leq 405 \text{ W} : 40 \text{ mg}$
4(b)-III	$P > 405 \text{ W} : 40 \text{ mg}$
4(c)	Mercury in other High Pressure Sodium(vapour)lamps for general lighting purposes not exceeding (per burner):
4(c)-I	$P \leq 155 \text{ W} : 25 \text{ mg}$
4(c)-II	$155 \text{ W} < P \leq 405 \text{ W} : 30 \text{ mg}$
4(c)-III	$P > 405 \text{ W} : 40 \text{ mg}$
4(d)	Mercury in High Pressure Mercury (vapour) lamps (HPMV)
4(e)	Mercury in metal halide lamps (MH)
4(f)	Mercury in other discharge lamps for special purposes not specifically mentioned in this Schedule
5(a)	Lead in glass of cathode ray tubes
5(b)	Lead in glass of fluorescent tubes not exceeding 0.2% by weight
6(a)	Lead as an alloying element in steel for machining purposes and in galvanized steel containing up to 0.35% lead by weight
6(b)	Lead as an alloying element in aluminium containing up to 0.4% lead by weight
6(c)	Copper alloy containing up to 4% lead by weight
7(a)	Lead in high melting temperature type solders (i.e. lead-based alloys containing 85% by weight or more lead)
7(b)	Lead in solders for servers, storage and storage array systems, network infrastructure equipment for switching, signalling, transmission, and network management for telecommunications
7(c)-I	Electrical and electronic components containing lead in a glass or ceramic other than dielectric ceramic in capacitors, e.g. piezoelectronic devices, or in a glass or ceramic matrix compound.
7(c)-II	Lead in dielectric ceramic in capacitors for a rated voltage of 125 V AC or 250 V DC or higher
7(c)-III	Lead in dielectric ceramic in capacitors for a rated voltage of less than 125 V AC or 250 V DC
8(a)	Cadmium and its compounds in one shot pellet type thermal cut-offs
8(b)	Cadmium and its compounds in electrical contracts
9	Hexavalent chromium as an anticorrosion agent of the carbon steel cooling system in absorption refrigerators up to 0.75% by weight in the cooling solution

9(b)	Lead in bearing shells and bushes for refrigerant-containing compressors for heating, ventilation, air conditioning and refrigeration (HVACR) application.
11(a)	Lead used in C-press compliant pin connector systems
11(b)	Lead used in other than C-press compliant pin connector systems
12	Lead as a coating material for the thermal conduction module C- ring
13(a)	Lead in white glasses used for optical applications
13(b)	Cadmium and lead in filter glasses and glasses used for reflectance standards.
14	Lead in solders consisting of more than two elements for the connection between the pins and the package of microprocessors with a lead content of more than 80% and less than 85% by weight
15	Lead in solders to complete a viable electrical connection between semiconductor die and carrier within integrated circuit flip chip packages.
16	Lead in linear incandescent lamps with silicate coated tubes
17	Lead halide as radiant agent in high intensity discharge (HID) lamps used for professional reprography applications.
18(a)	Lead as activator in the fluorescent powder (1% lead by weight or less) of discharge lamps when used as specialty lamps for diazoprinting reprography, lithography, insect traps, photochemical and curing processes containing phosphors such as SMS ((Sr, Ba) <sub>2</sub> Mg Si <sub>2</sub> O <sub>7</sub> :Pb)
18(b)	Lead as activator in the fluorescent powder (1% lead by weight or less) of discharge lamps when used as sun tanning lamps containing phosphors such as BSP (Ba Si <sub>2</sub> O <sub>5</sub> :Pb)
19	Lead with PbBiSn-Hg and PbInSn-Hg in specific compositions as main amalgam and with PbSn-Hg as auxiliary amalgam in very compact energy saving lamps (ESL)
20	Lead oxide in glass used for bonding front and rear substrates of flat fluorescent lamps used for Liquid Crystal Displays (LCDs)
21	Lead and cadmium in printing inks for the application of enamels on glasses, such as borosilicate and soda lime glasses
23	Lead in finishes of fine pitch components other than connectors with a pitch of 0.65 mm and less
24	Lead in solders for the soldering to machined through hole discoidal and planar array ceramic multilayer capacitors
25	Lead oxide in surface conduction electron emitter displays (SED) used in structural elements, notably in the seal frit and frit ring.
26	Lead oxide in the glass envelope of black light blue lamps
27	Lead alloys as solder for transducers used in high-powered (designated to operate for several hours at acoustic power levels of 125 dB SPL and above) loudspeakers



30	Cadmium alloys as electrical/mechanical solder joints to electrical conductors located directly on the voice coil in transducers used in high-powered loudspeakers with sound pressure levels of 100 dB(A) and more
31	Lead in soldering materials in mercury free flat fluorescent lamps (which e.g. are used for liquid crystal displays, design or industrial lighting)
32	Lead oxide in seal frit used for making window assemblies for Argon and Krypton laser tubes
33	Lead in solders for the soldering of thin copper wires of 100 µm diameter and less in power transformers
34	Lead in cermet-based trimmer potentiometer elements
36	Mercury used as a cathode sputtering inhibitor in DC plasma displays with a content up to 30 mg per display
37	Lead in the plating layer of high voltage diodes on the basis of a zinc borate glass body
38	Cadmium and cadmium oxide in thick film pastes used on aluminium bonded beryllium oxide
39	Cadmium in colour converting II-VI LEDs (<10 µg Cd per mm <sup>2</sup> of light-emitting area) for use in solid state illumination or display systems.

### SCHEDULE III

[See rules 5 (1) (a) and 13 (1) (ii)]

### Targets for Extended Producer Responsibility - Authorisation

No.	Year	E-Waste Collection Target (Number/Weight)
(i)	During first two year of implementation of rules	30% of the quantity of waste generation as indicated in Extended Producer Responsibility Plan.
(ii)	During third and fourth years of implementation of rules	40% of the quantity of waste generation as indicated in Extended Producer Responsibility Plan.
(iii)	During Fifth and Sixth years of implementation of rules	50% of the quantity of waste generation as indicated in Extended Producer Responsibility Plan.
(iv)	Seventh year onward of implementation of rules	70% of the quantity of waste generation as indicated in Extended Producer Responsibility Plan.

## SCHEDULE IV

[See rule (17)]

### LIST OF AUTHORITIES AND CORRESPONDING DUTIES

Sr. No	AUTHORITY	CORRESPONDING DUTIES
1.	Central Pollution Control Board, Delhi	<ul style="list-style-type: none"><li>(i) Grant and Renewal of Extended Producer Responsibility - Authorisation and monitoring of its compliance.</li><li>(ii) Maintain information on Extended Producer Responsibility - Authorisation on its web site.</li><li>(iii) Set and revise targets for collection of e-waste from time to time.</li><li>(iv) Coordination with State Pollution Control Boards</li><li>(v) Preparation of Guidelines for Environmentally Sound Management of e-waste.</li><li>(vi) Conduct random check for ascertaining compliance of the e-waste rules and identification of such importers or producers who have not applied for Extended Producer Responsibility authorisation or are not complying with RoHS provision. Wherever necessary, Central Pollution Control Board will seek the help of customs department or any other agency of the Government of India.</li><li>(vii) Conduct random inspection of dismantler or recycler or refurbisher.</li><li>(viii) Documentation, compilation of data on e-waste and uploading on websites of Central Pollution Control Board</li><li>(ix) Actions against violation of these rules.</li><li>(x) Conducting training programmes.</li><li>(xi) Submit Annual Report to the Ministry.</li><li>(xii) Enforcement of provisions regarding reduction in use of hazardous substances in manufacture of electrical and electronic equipment.</li><li>(xiii) Interaction with IT industry for reducing hazardous substances.</li><li>(xiv) Set and revise targets for compliance to the reduction in use of hazardous substance in manufacture of electrical and electronic equipment from time to time.</li><li>(xv) Any other function delegated by the Ministry under these rules from time to time.</li></ul>

2.	State Pollution Control Boards or Committees of Union territories	<ul style="list-style-type: none"> <li>(i) Inventorisation of e-waste.</li> <li>(ii) Grant and renewal of authorisation to manufacturers, dismantlers, recyclers and refurbishers.</li> <li>(iii) Monitoring and compliance of Extended Producer Responsibility - Authorisation as directed by Central Pollution Control Board and that of dismantlers, recyclers and refurbishers authorisation.</li> <li>(iv) Conduct random inspection of dismantler or recycler or refurbisher.</li> <li>(v) Maintain online information regarding authorisation granted to manufacturers, dismantlers, recyclers and refurbishers.</li> </ul>
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Sr. No	AUTHORITY	CORRESPONDING DUTIES
		(vi) Implementation of programmes to encourage environmentally sound recycling. (vii) Action against violations of these rules. (viii) Any other function delegated by the Ministry under these rules.
3.	Urban Local Bodies (Municipal Committee or Council or Corporation)	(i) To ensure that e-waste if found to be mixed with Municipal Solid Waste is properly segregated, collected and is channelised to authorised dismantler or recycler. (ii) To ensure that e-waste pertaining to orphan products is collected and channelised to authorised dismantler or recycler.
4.	Port authority under Indian Ports Act, 1908 (15 of 1908) and Customs Authority under the Customs Act, 1962 (52 of 1962)	(i) Verify the Extended Producer Responsibility - Authorisation. (ii) Inform Central Pollution Control Board of any illegal traffic for necessary action. (iii) Take action against importer for violations under the Indian Ports Act, 1908/Customs Act, 1962.

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### FORM-1

[See Rules 5(1) (g), 13(1) (i), 13(1) (vi)]

## Applicable to producers seeking Extended Producer Responsibility - Authorisation

The application form should contain the following information:

1.	Name and full address along with telephone numbers, e-mail and other contact details of Producer (It should be the place from where sale in entire country is being managed)	:	
2.	Name of the Authorised Person and full address with e-mail, telephone and fax number	:	
3.	Name, address and contact details of Producer Responsibility Organisation, if any with full address, e-mail, telephone and fax number, if engaged for implementing the Extended Producer Responsibility	:	
4.	Details of electrical and electronic equipment placed on market year-wise during previous 10 years in the form of Table 1 as given below:	:	



<b>B</b>		<b>Consumer electrical and electronics:</b>										
17	Television sets (including sets based on Liquid Crystal Display and Light Emitting Diode technology)	CEEW1										
18	Refrigerator	CEEW2										
19	Washing Machine	CEEW3										
20	Air-conditioners excluding centralised air conditioning plants	CEEW4										
21	Fluorescent and other Mercury containing lamps	CEEW5										

5. Estimated generation of Electrical and Electronic Equipment waste item-wise and estimated collection target for the forthcoming year in the form of Table 2 including those being generated from their service centres, as given below:

**Table 2: Estimated generation of Electrical and Electronic Equipment waste item-wise and estimated collection target for the forthcoming year**

<b>Sr. No.</b>	<b>Item</b>	<b>Estimated waste electrical and electronic equipment generation</b>	<b>Targeted collection</b>
		<b>Number and weight</b>	<b>Number and weight</b>

6. Extended Producer Responsibility Plans:

(a) Please provide details of your overall scheme to fulfil Extended Producer Responsibility obligations including targets. This should comprise of general scheme of collection of used/waste Electrical and Electronic Equipment from the Electrical and Electronic Equipment placed on the market earlier such as through dealers and collection centres, Producer Responsibility Organisation, through buy-back arrangement, exchange scheme, Deposit Refund Scheme, etc. whether directly or through any authorised agency and channelising the items so collected to authorised recyclers.

(b) Provide the list with addresses along with agreement copies with dealers, collection centres, recyclers, Treatment, Storage and Disposal Facility, etc. under your scheme.

7. Estimated budget for Extended Producer Responsibility and allied initiatives to create consumer awareness.
8. Details of proposed awareness programmes.

9. Details for Reduction of Hazardous Substances compliance (to be filled if applicable):

(a) Whether the Electrical and Electronic Equipment placed on market complies with the rule 16 (1) limits with respect to lead, mercury, cadmium, hexavalent chromium, polybrominated biphenyls and polybrominateddiphenyl ethers;

(b) Provide the technical documents (Supplier declarations, Materials declarations/Analytical reports) as evidence that the Reduction of Hazardous Substances (RoHS) provisions are complied by the product based on standard EN 50581 of EU;

(c) Documents required:

- i. Extended Producer Responsibility plan;
- ii. Copy of the permission from the relevant Ministry/Department for selling their product;
- iii. Copies of agreement with dealers, collection centre, recyclers, Treatment, Storage and Disposal Facility, etc.;
- iv. Copy of Directorate General of Foreign Trade license/permission as applicable;
- v. Self-declaration regarding Reduction of Hazardous Substances provision;
- vi. Any other document as required.

(Authorised signature)

Place: \_\_\_\_\_

Date: \_\_\_\_\_

**FORM 1(a)**

[See rules 4(2), 8 (2), 13(2) (ii), 13(2) (vi) and 13(4) (i)]

**APPLICATION FOR OBTAINING AUTHORISATION FOR  
GENERATION OR STORAGE OR TREATMENT OR DISPOSAL OF E-  
WASTE BY MANUFACTURER OR REFURBISHER\***

From: .....

.....

To

The Member Secretary,

..... Pollution Control Board or..... Pollution Control Committee

.....

.....

Sir,

I / We hereby apply for authorisation/renewal of authorisation under rule 13(2) (i) to 13(2) (viii) and/or 13 (4) (i) of the E-Waste (Management) Rules, 2016 for collection/storage/ transportation/ treatment/ refurbishing/disposal of e-wastes.

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**For Office Use Only**

Code No. :

Whether the unit is situated in a critically polluted area as identified by Ministry of Environment and Forests (yes/no);

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**To be filled in by Applicant**

1. Name and full address:

2. Contact Person with designation and contact details such as telephone Nos, Fax. No. and E-mail:

3. Authorisation required for (Please tick mark appropriate activity/ies\*)

- (i) Generation during manufacturing or refurbishing\*
- (ii) Treatment, if any
- (iii) Collection, Transportation, Storage
- (iv) Refurbishing

4. E-waste details:

- (a) Total quantity e-waste generated in MT/A
- (b) Quantity refurbished (applicable to refurbisher)
- (c) Quantity sent for recycling
- (d) Quantity sent for disposal

5. Details of Facilities for storage/handling/treatment/refurbishing:

6. In case of renewal of authorisation previous authorisation no. and date and details of annual returns:

Place : \_\_\_\_\_

Signature \_\_\_\_\_

Date : \_\_\_\_\_

(Name \_\_\_\_\_)

Designation: \_\_\_\_\_

## Note:-

(1) \* The authorisation for e-waste may be obtained along with authorisation for hazardous waste under the Hazardous Wastes (Management, Handling and Transboundary Movement) Rules, 2008, if applicable.

(2) Wherever necessary, use additional sheets to give requisite and necessary details.

### FORM 1 (aa)

[See rules 5 (6) and 13(1)(ii)]

## **FORMAT OF EXTENDED PRODUCER RESPONSIBILITY - AUTHORISATION**

### **[Extended Producer Responsibility Authorisation for Producer of the Electrical & Electronic Equipment]**

**Ref:** Your application for Grant of Extended Producer Responsibility - Authorisation for following Electrical & Electronic Equipment under E-Waste (Management) Rules, 2016

1. Number of Authorisation:

**Date:**

2. **M/s.** ----- is hereby granted Extended Producer Responsibility - Authorisation based on:

- (a) overall Extended Producer Responsibility plan
- (b) proposed target for collection of e-waste

3. The Authorisation shall be valid for a period of \_\_\_\_\_ years from date of issue with following conditions:

(i) you shall strictly follow the approved Extended Producer Responsibility plan, a copy of which is enclosed herewith;

(ii) you shall ensure that collection mechanism or centre are set up or designated as per the details given in the Extended Producer Responsibility plan. Information on collection mechanism/centre including the state-wise setup should be provided;

(iii) you shall ensure that all the collected e-waste is channelised to authorised dismantler or recycler designated as per the details. Information on authorised dismantler or recycler designated state-wise should be provided;

(iv) you shall maintain records, in Form-2 of these Rules, of e-waste and make such records available for scrutiny by Central Pollution Control Board;

(v) you shall file annual returns in Form-3 to the Central Pollution Control Board on or before 30th day of June following the financial year to which that returns relates;

(vi) General Terms & Conditions of the Authorisation:

- a. The authorisation shall comply with provisions of the Environment (Protection) Act, 1986 and the Rules made there under;

- b. The authorisation or its renewal shall be produced for inspection at the request of an officer authorised by the Central Pollution Control Board;
- c. Any change in the approved Extended Producer Responsibility plan should be informed to Central Pollution Control Board on which decision shall be communicated by Central Pollution Control Board within sixty days;
- d. It is the duty of the authorised person to take prior permission of the concerned State Pollution Control Boards and Central Pollution Control Board to close down the facility;
- e. An application for the renewal of authorisation shall be made as laid down in sub-rule (vi) of rule of 13(1) the E-Waste (Management) Rules, 2016;
- f. The Board reserves right to cancel/amend/revoke the authorisation at any time as per the Policy of the Board or Government.

### **Authorized signatory (with designation)**

**To,**

**Concerned Producer**

**Copy to:**

1. Member Secretary, Concerned State.
2. In-charge, concerned Zonal Office, Central Pollution Control Board.

**FORM 1(bb)**

[See rules 4(2), 8(2)(a), 13(2) (iii) and 13(4)(ii)]

**FORMAT FOR GRANTING AUTHORISATION FOR GENERATION OR STORAGE OR TREATMENT OR REFURBISHING OR DISPOSAL OF E-WASTE BY MANUFACTURER OR REFURBISHER**

**Ref: Your application for Grant of Authorisation**

1. (a) Authorisation no. .... and (b) date of issue .....
2. ....of.....is hereby granted an authorisation for generation, storage, treatment, disposal of e-waste on the premises situated at... for the following:
  - a. quantity of e-waste;
  - b. nature of e-waste.
3. The authorisation shall be valid for a period from ..... to .....
4. The e-waste mentioned above shall be treated/ disposed off in a manner .....at .....
5. The authorisation is subject to the conditions stated below and such conditions as may be specified in the rules for the time being in force under the Environment (Protection) Act, 1986.

Signature -----

Designation -----

Date: -----

**Terms and conditions of authorisation**

1. The authorisation shall comply with the provisions of the Environment (Protection) Act, 1986, and the rules made thereunder.
2. The authorisation or its renewal shall be produced for inspection at the request of an officer authorized by the concerned State Pollution Control Board.
3. Any unauthorised change in personnel, equipment as working conditions as mentioned in the application by the person authorized shall constitute a breach of his authorisation.
4. It is the duty of the authorised person to take prior permission of the concerned State Pollution Control Board to close down the operations.
5. An application for the renewal of an authorisation shall be made as laid down in sub-rule (vi) of rule 13(2).

## FORM-2

[See rules 4(4), 5(4), 6(5), 8(7), 9(2), 10(7), 11(8), 13 (1) (xi), 13(2)(v), 13(3)(vii) and  
13 (4)(v)]

### 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 authoriser
- (3) \*\* For producers this information has to be provided state-wise

## FORM-3

[See rules 4(5), 5(5), 8(6), 9(4), 10(8), 11(9), 13 (1) (xi), 13(2)(v), 13(3)(vii) and 13(4)(v)]

### FORM FOR FILING ANNUAL RETURNS

[To be submitted by producer or manufacturer or refurbisher or dismantler or recycler by 30<sup>th</sup> day of June following the financial year to which that return relates].

#### Quantity in Metric Tonnes (MT) and numbers

1	Name and address of the producer or manufacturer or refurbisher or dismantler or recycler			
2	Name of the authorised person and complete address with telephone and fax numbers and e-mail address			
3	Total quantity of e-waste collected or channelised to recyclers or dismantlers for processing during the year for each category of electrical and electronic equipment listed in the Schedule I (Attach list) by PRODUCERS			
	Details of the above	TYPE	QUANTITY	No.
3(A)*	BULK CONSUMERS: Quantity of e-waste			
3(B)*	REFURBISHERS: Quantity of e-waste:			
3(C)*	DISMANTLERS: i. Quantity of e-waste processed (Code wise); ii. Details of materials or components recovered and sold; iii. Quantity of e-waste sent to recycler; iv. Residual quantity of e-waste sent to Treatment, Storage and Disposal Facility.			
3(D)*	RECYCLERS: i. Quantity of e-waste processed (Code wise); ii. Details of materials recovered and sold in the market; iii. Details of residue sent to Treatment, Storage and Disposal Facility.			
4	Name and full address of the destination with respect to 3(A)-3(D) above			
5	Type and quantity of materials segregated or recovered from e-waste of different codes as applicable to 3(A)-3(D)	Type	Quantity	

✓ Enclose the list of recyclers to whom e-waste have been sent for recycling.

Place \_\_\_\_\_

Date \_\_\_\_\_

Signature of the authorised person

**Note:-**

- (1) \* Strike off whichever is not applicable
- (2) Provide any other information as stipulated in the conditions to the authoriser
- (3) In case filing on behalf of multiple regional offices, Bulk Consumers and Producers need to add extra rows to 1 & 3(A) with respect to each office.

**FORM-4**

[See rules 13(3)(i) and 13(3)(vi)]

**APPLICATION FORM FOR AUTHORISATION OF FACILITIES  
POSSESSING ENVIRONMENTALLY SOUND MANAGEMENT  
PRACTICE FOR DISMANTLING OR RECYCLING OF E-WASTE**

(To be submitted in triplicate)

1.	Name and Address of the unit		
2.	Contact person with designation, Tel./Fax		
3.	Date of Commissioning		
4.	No.of workers (including contract labour)		
5.	Consents Validity	a. Water (Prevention and Control of Pollution) Act, 1974; Valid up to _____ b. Air (Prevention and Control of Pollution) Act, 1981; Valid up to _____	
6.	Validity of current authorisation if any	e-waste (Management & Handling) Rules, 2011; Valid up to _____	
7.	Dismantling or Recycling Process	Please attach complete details	
8.	Installed capacity in MT/year	Products	Installed capacity (MTA)

9.	E-waste processed during last three years	Year	Product	Quantity
10.	Waste Management:			
	a. Waste generation in processing e-waste	Please provide details material wise		
	b. Provide details of disposal of residue.	Please provide details		
	c. Name of Treatment Storage and Disposal Facility utilized for			
11.	Details of e-waste proposed to be procured from re-processing	Please provide details		
12.	Occupational safety and health aspects	Please provide details		
13.	Details of Facilities for dismantling both manual as well as mechanised:			
14.	Copy of agreement with Collection Centre			
15.	Copy agreement with Producer			
16.	Details of storage for dismantled e-waste			
17.	Copy of agreement with Recycler			
18.	Details of Facilities for Recycling			
19.	Copy of agreement with Collection Centre			
20.	Copy agreement with Producer			
21.	Details of storage for raw materials and recovered materials			

II. In case of renewal of **authorisation, previous registration or authorisation no. and date**

I hereby declare that the above statements or information are true and correct to the best of my knowledge and belief.

Signature

Place: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Designation: \_\_\_\_\_

**Form-5**  
[See rule 18 (1)]

**FORM FOR ANNUAL REPORT TO BE SUBMITTED BY THE STATE  
POLLUTION CONTROL BOARD TO THE CENTRAL POLLUTION CONTROL  
BOARD**

To,

The Chairman,  
Central Pollution Control Board,  
(Ministry of Environment And Forests)  
Government Of India, 'Parivesh Bhawan', East Arjun Nagar,  
Delhi- 110 0032

1.	Number of authorised manufacturer, refurbisher, collection centre, dismantler and recycler for management of e-waste in the State or Union territory under these rules	:	
2.	Categories of waste collected along with their quantities on a monthly average basis:	:	Please attach as Annexure-I
3.	A Summary Statement code-wise of e-waste Collected	:	Please attach as Annexure-II
4.	Details of material recovered from recycling of e-waste	:	
5.	Quantity of CFL received at Treatment, Storage and Disposal Facility	:	
6.	The above report is for the period from .....to .....		

Place: \_\_\_\_\_

Date: \_\_\_\_\_

Chairman or the Member Secretary  
State Pollution Control Board

**Form-6**  
[See rule 19]

**E-WASTE MANIFEST**

1.	Sender's name and mailing address (including Phone No.) :	
2.	Sender's authorisation No, if applicable. :	
3.	Manifest Document No. :	
4.	Transporter's name and address : (including Phone No.)	
5.	Type of vehicle :	(Truck or Tanker or Special Vehicle)
6.	Transporter/s registration No. :	
7.	Vehicle registration No. :	
8.	Receiver's name & address :	
9.	Receiver's authorisation No, if applicable. :	
10.	Description of E-Waste (Item, Weight/ Numbers) :	
11.	Name and stamp of Sender* (Manufacturer or Producer or Bulk Consumer or Collection Centre or Refurbisher or Dismantler): Signature:                      Month                      Day                      Year <div style="text-align: right; margin-right: 50px;"> <input type="text"/> </div>	
12.	Transporter acknowledgement of receipt of E-Wastes	
	Name and stamp:                      Signature:                      Month                      Day Year	<div style="text-align: right; margin-right: 50px;"> <input type="text"/> </div>
13.	Receiver* (Collection Centre or Refurbisher or Dismantler or Recycler) certification of receipt of E-waste	
	Name and stamp:                      Signature:                      Month                      Day Year	<div style="text-align: right; margin-right: 50px;"> <input type="text"/> </div>

\* As applicable

**Note:-**

<b>Copy number with colour code (1)</b>	<b>Purpose (2)</b>
<b>Copy 1 (Yellow)</b>	To be retained by the sender after taking signature on it from the transporter and other three copies will be carried by transporter.
<b>Copy 2 (Pink)</b>	To be retained by the receiver after signature of the transporter.
<b>Copy 3 (Orange)</b>	To be retained by the transporter after taking signature of the receiver.
<b>Copy 4 (Green)</b>	To be returned by the receiver with his/her signature to the sender

**FORM 7**

[See rule 22]

**APPLICATION FOR FILING APPEAL**

**AGAINST THE ORDER PASSED BY CENTRAL POLLUTION CONTROL BOARD/STATE POLLUTION CONTROL BOARD**

1. Name and address of the person making the appeal :
2. Number, date of order and address of the authority : (certified copy of the which passed the order, against which appeal is order be attached)
3. Ground on which the appeal is being made :
4. Relief sought for :
5. List of enclosures other than the order referred in point 2 against which the appeal is being filed. :

**Signature.....**

**Name and address.....**

**Date.....**

**Place.....**

Bishwanath Sinha Joint Secretary to  
Government of India  
(F No. 12-6/2013-HSMD)

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# Implementation Guidelines for E-Waste (Management) Rules, 2016



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**Central Pollution Control Board, Delhi**

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## 1.0 Introduction

E- Waste (Management & Handling) Rules, 2011 were notified in 2011 and had come into force since 1st May, 2012. In order to ensure effective implementation of E-Waste Rules and to clearly delineated the role of producers in EPR, MoEF & CC, Government of India in supersession of E-Waste (Management and Handling) Rules, 2011 has notified the E-Waste (Management) Rules, 2016 vide G.S.R. 338(E) dated 23.03.2016 which will be effective from 01-10-2016. These rules are applicable to every producer, consumer or bulk consumer, collection centre, dismantler and recycler of e-waste involved in the manufacture, sale, purchase and processing of electrical and electronic equipment or components specified in schedule – I of these Rules.

Two categories of electrical and electronic equipment namely (i) IT and Telecommunication Equipment and (ii.) Consumer Electricals and Electronics such as TVs, Washing Machines, Refrigerators Air Conditioners including fluorescent and other mercury containing lamps are covered under these Rules. The main feature, of these rules, is Extended Producer Responsibility (EPR).

Target based approach for implementation of EPR has been adopted in the **E-Waste (Management) Rules, 2016**, which stipulate phase wise collection target to producers for the collection of e-waste, either in number or weight, which shall be 30% of the estimated quantity of waste generation during first two year of implementation of rules followed by 40% during third and fourth years, 50% during fifth and sixth years and 70% during seventh year onwards.

The E-Waste (Management) Rules, 2016 mandate CPCB to prepare guidelines on implementation of E-Waste Rules, which includes specific guidelines for extended producer responsibility, channelisation, collection centres, storage, transportation, environmentally sound dismantling and recycling, refurbishment, and random sampling of EEE for testing of RoHS parameters. In this document all the above guidelines have been compiled except guidelines for random sampling of EEE for testing of RoHS parameters. These guidelines are given in separate sections of this document.

## **Guidelines for Implementing Extended Producer Responsibility**

Extended Producer Responsibility (EPR) is the responsibility of every producer of electrical and electronic equipment (EEE) for channelisation of e-waste to an authorised dismantler / recycler to ensure environmentally sound management of such waste. EPR authorisation is mandatory and has to be obtained by all the producers including importers, e-retailers/on-line sellers/e-bay etc. of EEE covered in E-Waste (Management) Rules, 2016. A producer can implement its EPR either through take-back system or by setting up collection centres or both for channelisation of e-waste/end of life products to authorised dismantlers/recyclers. The producers are required to have arrangements with authorised dismantlers/recyclers either individually or collectively or through a Producer Responsibility Organisation (PRO) or E- Waste Exchange system as spelt in their EPR Plan which is approved/authorised by Central Pollution Control Board (CPCB). Selling or placing of EEE in the market by any producer without EPR Authorisation shall be considered as violation of the Rules and causing damage to the environment, which shall attract provisions under E (P) Act, 1986.

### **Extended Producer Responsibility Plan (EPR- Plan)**

EPR Plan is an implementation plan of the producer where the producer gives its overall scheme to fulfil its Extended Producer Responsibility for achieving targets and details out the mechanism for collection and channelisation of e-waste generated by the producer.

The EPR plan requires estimating the quantity of E-waste generated from their end-of-life products, outlining a scheme for collection and channelization of their end-of-life products or products with same EEE code to authorised dismantlers/recyclers, estimated budget for implementing EPR, outline the scheme of creating awareness, declaration on ROHS compliance and submission of documents in this regard. Every producer should make an application seeking EPR authorisation in Form-1 of the E-Waste (M) Rules, 2016 addressed to the Member Secretary, Central Pollution Control Board. Form-1 should contain the relevant information pertaining to collection and

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channelization of their end-of-life products as detailed in sections 2.1.1 to 2.1.7. The Producers has liberty to revise their EPR Plan from time to time with information to CPCB. In such cases the EPR authorisation need amendments.

**Estimation of E-Waste Generation** - E-waste generated by producer for a specific EEE category code is to be estimated on the basis of quantity (number or weight) of EEE placed in the market in the previous years and taking into consideration the average life of the equipment. Such estimate should be carried out using the following method;

The generation of e-waste from end of life products:

E-waste generation (weight or number) in the financial year 'x – y' = Sales in the financial year '(x-z) - (y-z)'

where, 'x – y' = financial year in which generation is estimated, and z= average life span of EEE (Examples are given at **Annexure - I**)

**Average life of the EEE to be used in the above formula is given below:**

Sr. No.	Categories of electrical and electronic equipment	EEE Code	Average Life
i.	<b>Information technology and telecommunication equipment</b>		
	Centralized data processing:	ITEW1	
	Mainframe		10 Years
	Minicomputer		5 Years
	Personal Computing: Personal Computers (Central Processing Unit with input and output devices)	ITEW2	6 Years
	Personal Computing: Laptop Computers(Central Processing Unit with input and output devices)	ITEW3	5 Years
	Personal Computing: Notebook Computers	ITEW4	5 Years
	Personal Computing: Notepad Computers	ITEW5	5 Years
	Printers including cartridges	ITEW6	10 Years
	Copying equipment	ITEW7	8 Years
	Electrical and electronic typewriters	ITEW8	5 Years
	User terminals and systems	ITEW9	6 Years
	Facsimile	ITEW10	10 Years
	Telex	ITEW11	5 Years
	Telephones	ITEW12	9 Years
	Pay telephones	ITEW13	9 Years
Cordless telephones	ITEW14	9 Years	
Cellular telephones	ITEW15		
Feature phones		7 Years	

	Smart phones		5 Years
	Answering systems	ITEW16	5 Years
ii.	<b>Consumer electrical and electronics:</b>		

Sr. No.	Categories of electrical and electronic equipment	EEE Code	Average Life
	Television sets (including sets based on (Liquid Crystal Display and Light Emitting Diode technology)	CEEW1	9 Years
	Refrigerator	CEEW2	10 Years
	Washing Machine	CCEW3	9 Years
	Air-conditioners excluding centralized air conditioning plants	CCEW4	10 Years
	Fluorescent and other Mercury containing lamps	CEEW5	2 Years

**Estimation of Target for Collection** – the target for collection of E-Waste shall be based on estimated generation calculated for each EEE code for a specific financial year as specified above. E-Waste collection target for the financial year 2016 – 2017 would be 15% of the estimated E-waste generation, and for the year 2017 – 2018, the collection target would be 30%. These targets would increase to 40 % for next 2 financial years between 2018 – 2020, 50% for the financial years between 2020 - 2022 and 70% of the estimated E-waste generation for the financial years 2022 – 2023 onwards. Here it may be observed that collection targets would be applicable depending on life of the product given in above table and accordingly, if a producer enters the business in the year 2016 - 2017 for item code ITEW7(copying equipment), the collection targets for which would be applicable from the year 2021-22 at 50% collection target.

**Details of Extended Producer Responsibility Plan** – Producers should submit their own EPR plans appended to Form-1 for seeking EPR authorization. Producers may submit multiple options and schemes for channelization of E-Waste and such scheme should be described with a brief write-up along with a schematic flow chart/diagram of E-waste movement. The options and schemes for E-Waste channelization may comprise the following;

- Details of scheme/incentive for returning of e-waste by consumers /bulk consumers whether through dealers or buy-back arrangements or take-back systems or exchange scheme for channelization of e-waste.
  - If producer is opting to manage its EPR responsibility through PRO, then details of PRO's organisational structure and system of collection and channelisation to the authorised dismantlers/recyclers of e-waste.
-

- If e-waste exchange is part of channelisation then the details thereof.
- If producer is opting for 'deposit refund scheme' (DRS) or exchange scheme for collection and channelisation of e- waste, then the details of mode of refund of the deposited amount taken from the consumer or bulk consumer at the time of sale has to be specified along with interest that becomes due at the prevalent rate for the period of the deposit at the time of take-back of the end-of life products.
- Producers of item code: CEEW5 (fluorescent and other mercury containing lamp) may provide list of waste deposition centre or collection points financed by them as per their obligation under rule 17 (1) of the Solid Waste Management Rules 2016 for channelizing such wastes to recyclers or TSDFs.

**Collection and Storage plan** - Information pertaining to collection and storage should be appended to Form-1. It should be ensured that collection and storage of E-waste is managed as per the guidelines for 'collection and storage of e-waste' as given in section 3.0 of this document.

**Channelization Plan** - Form-1 should provide information pertaining to channelization. The following points should be considered in planning a system for E-Waste channelisation;

- make assessment of potential collection of e-waste, area or region wise.
- take help of any professional agency like Producer Responsibility Organisation (PRO) and e-waste exchange.
- identify authorised dismantlers/recyclers for channelisation of quantum of e-waste assessed above. Assess the capacity and capability of each identified authorised dismantlers/recyclers to ensure environmentally sound management of e-waste channelised to them.

**Collection Centres** – Producers shall specify details of their own collections centres or the collection centres with which they have agreement. Following details on collection centres should be provided in Form-1 if the collection centres are part of their channelisation;

- details of collection centres such as address and name(s) of the entity (producer, group of producers, refurbisher, recyclers or dismantlers) who are operating the collection centres in tabular form.
- The number of collection centres should be proportionate and justifiable with the estimated generation for channelization of e-waste. These collections centres or collection points

should have facilities as specified in section 4.0 of this document.

**Dismantlers & Recyclers** – Details such as name, location, processing capacity and contact details of the authorised dismantling /recycling facilities, which are part of channelisation of E-waste of the producer should be provided in a separate table to Form-1. The details provided above should be commensurate and justifiable with the quantum of e-waste estimated as per section 2.1.2 of this document.

**Treatment, Storage, Disposal Facilities (TSDFs)** – In case there are no recyclers available for recycling of end-of-life EEE item code: CEEW5 (fluorescent and other mercury containing lamps), then the producers should provide list of Treatment Storage and Disposal Facilities with whom they have agreement.

### **Documents required with Form-1**

Every producer of EEE listed in Schedule-I has to apply in Form-1 address to the Member Secretary, CPCB for seeking EPR Authorisation within a period of ninety (90) days starting from 01/10/2016. In case of renewal of EPR Authorisation, the application to CPCB has to be made before one hundred and twenty (120) days of its expiry. The following documents are required to be submitted along with Form-1:

- Documents related to EPR plan as envisaged in sections 2.1.
  - Details of proposed awareness programmes and allied initiatives.
  - Estimated budget earmarked for Extended Producer Responsibility (EPR)
  - Copies of agreement document with dealers, collection centres, dismantlers, recyclers, treatment, storage and disposal facilities (TSDFs) etc.
  - Self-declaration for compliance of RoHS as per the format given at Annexure – II.
  - The technical documents (supplier declaration- description of product, document for materials, parts, and/or sub-assemblies and analytical test result) as an evidence that the reduction of hazardous substance (RoHS) provisions are complied by the product based on standard EN 50581 of EU as at Annexure - III
  
  - Copy of the permissions/licences from the relevant ministry/department for marketing various products or for doing the business as given below:
    - i. TIN details
    - ii. PAN details
    - iii. Incorporation certificate
-

- iv. Copy IEC in case of importers
- Copy of authorisation issued by the SPCBs/PCCs earlier under E-Waste (Management & Handling) Rules, 2011 in case of those producers who are operating in the country prior to 01-10-2016.

### **Guidelines for Collection and Storage of E-Waste**

- After assessing their requirement of collection of e-waste, producers may devise a collection mechanism which may include take-back through dealers, collection centres or directly through authorised dismantlers/recyclers.
  - For collection of e-waste producer may take help of any professional agency like Producer Responsibility Organisation (PRO)/e-waste exchange. Producer may manage a system directly for collection of e-waste by involving relevant stakeholders such as consumer, bulk consumer, informal sector, resident associations, retailers and dealers, etc.
  - Producers may also have an arrangement of collection of e-waste from individual consumers and bulk consumers as well.
  - The producers may publicize their collection system which may include details of their collection points, bins and collection vans linked to collection centres, take-back system, deposit refund scheme, e-waste exchange, retailers/dealers and PRO etc. for making collection system effective and workable.
  - If take - back system is being provided, then it should be accessible to any citizen located anywhere in the country and may be provided through retailers/dealers or through service centres.
  - The producers may provide consumer/ bulk consumer following details of take-back system:
    - (i) Link of their web site where information pertaining to take-back system is available
    - (ii) Toll free number to be available during working hours (10 A.M. to 6 P.M.) for consumers / bulk consumers.
    - (iii) Phone number/mobile numbers of grievance redressal in case, toll free number is not working
    - (iv) Details of their dealers, retailers, collection points/bins/pick up vans linked to collection centres for depositing of e-waste by the consumer/bulk consumers if they are part of the take-back system
    - (v) Details of any incentive scheme for consumers / bulk consumers for returning of e-waste
    - (vi) Details of authorised dismantlers/recyclers who can take-back e-waste on behalf of the producer if dismantlers/recyclers are part of take-back system
-

- Producers may maintain data base of consumers while selling EEE so that consumers/ bulk consumers can be approached for collection of e-waste / end of life products.
- Every Producer, collection centre, dealer, dismantler, recycler and refurbisher may store the e-waste for a period not exceeding one hundred and eighty (180) days and shall maintain a record of collection, sale, transfer and storage of wastes and make these records available for inspection. The period of storage of one hundred and eighty (180) days may be extended by the concerned SPCBs/PCCs up to three hundred and sixty-five (365) days in case the e-waste needs to be specifically stored for research development of a process for its recycling or reuse.
- Storage of end of life products may be done in a manner which does not lead to breakage of these products and safe to workers handling such products.
- During storage of e-waste care may be taken:
  - (i) To avoid damage to refrigerators and air-conditioner so as to prevent release of refrigerant gases such as CFC, HFS, HCFC etc. and to prevent spillage of oils (mineral or synthetic oil) and other emissions.
  - (ii) To avoid damage to Cathode Ray Tube
  - (iii) To avoid damage to fluorescent and other mercury containing lamps
  - (iv) To avoid damage to equipment containing asbestos or ceramic fibres to avoid release of asbestos or ceramic fibres in the environment.
- After collection of fluorescent and other mercury containing lamps, it should be sent only to a recycler or to a TSDF in case no recycler is available.
- Loading, transportation, unloading and storage of E-Waste / end of life products should be carried out in such a way that its end use such as re-use after refurbishing or recycling or recovery is unaffected.
- The storage area should have fire protection system in place.

#### **Guidelines for Collection Centre**

- Collection centre or collection points are part of E-waste channelisation, and can be established by producers, refurbishers, dismantlers and recyclers. Collection Centre may collect and store e-waste, on behalf of producer / dismantler / recycler /refurbisher and transfer the same to authorised dismantlers / recyclers.
  - Only those collection centres may operate which are specified in EPR-Authorisation of the producers including the collection centres established by dismantlers / recyclers / refurbishers and having agreement with Producers.
-

- If the collection centres are operating on behalf of many producers, then all such producers should provide this information in their EPR application.
- Collection centres have to collect e-waste on behalf of producers including those arising from orphaned products. Collection centres established by producers can be managed by their PRO or dismantler and recycler having agreement with producers.
- The collection points/bins can be at designated places where e-waste can be collected from residential areas, office complexes, commercial complexes, retail outlets, customer care stores, educational and research institutions, resident welfare associations (RWAs). These collection points have to be part of producer's collection and channelisation plan.
- Mobile collection vans can be used for door to door collection of e-waste from institutions/ individuals/small enterprises and such vans shall be linked to collection centres, and if provided by producers, shall be part of their EPR Plan.
- Material from collection centres should be send only to the authorised dismantlers and Recyclers except in case of used Fluorescent and other mercury containing lamps, which can be sent to TSDF in case recyclers are not available.

#### **Facilities at Collection Centres**

- Collection Centre should have weighing equipment for weighing each delivery received by it and maintain a record in this regard.
- Loading, transportation and unloading, storage of end of life product should be carried out in such a way that there should not be any damage to health, environment and to the product itself particularly care should be taken for Cathode Ray Tubes (CRT), LCD/LED/Plasma TV, Refrigerator, Air Conditioners and fluorescent and other mercury containing lamps so as to avoid breakage.
- Cathode Ray Tubes (CRT), LCD / LED / Plasma TV and fluorescent and other mercury containing lamps should be stored either in containers or stored in stable manner to avoid damage or breakage.
- The storage capacity of any collection centre should commensurate with volume of operations (weight and numbers) and category of E-waste. Space needed for storage of different category of e-waste is given below:

(i) ITEW1 to ITEW6	- 4.0 m <sup>3</sup> /tonne
(ii) Monitors (CRT)	- 5.0 m <sup>3</sup> /tonne
(iii) ITEW7 to ITEW10	- 5.0 m <sup>3</sup> /tonne

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(iv) ITEW11 to ITEW14	- 3.0 m <sup>3</sup> /tonne
(v) ITEW15	- 1.0 m <sup>3</sup> /tonne
(vi) ITEW16	- 3.0 m <sup>3</sup> /tonne
(vii) CEEW1	- 6.5 m <sup>3</sup> /tonne
(viii) CEEW2	- 10.0 m <sup>3</sup> /tonne
(ix) CEEW3	- 7.5 m <sup>3</sup> /tonne
(x) CEEW4	- 6.0 m <sup>3</sup> /tonne
(xi) CEEW5	- 1.0 m <sup>3</sup> /tonne

- Collection Centre should store e-waste product category wise.
- Collection Centre should maintain the records of E-Waste collected and account the same to respective producers.
- The collection centre where refrigerator and air conditioners are also stored should have adequate facilities for managing leakage of compressor oils, coolant/refrigerant gases such as CFCs/HCFs and mercury from end of life fluorescent and other mercury containing lamp etc. Spills involving broken Fluorescent lamps, Oils spills should first be contained to prevent spread of the material to other areas. This may involve the use of dry sand, proprietary booms / absorbent pads, stabilizing chemicals etc. for subsequent transfer of hazardous waste to TSDFs.
- Covered shed/spaces have to be used for storage of E-Waste.
- Collection Centre should necessarily have adequate fire-fighting arrangement, escape route, for emergency exit.

### **Guidelines for Transportation of E-Waste**

- The sender of E-Waste, that may be a producer, manufacturer, recyclers, dismantler, bulk-consumer, refurbisher and collection centre should identify transporter or make arrangements for a transporting e-waste in such a manner that environmental consequences of hazards associated with its transport could be kept at minimum.
  - Transport of E-Waste should be carried out as per the manifest system as per the provisions made in rule 19 of the E-Waste (M) Rules, 2016 and the transporter will be required to carry a document (three copies) as per form 6 of the rules provided by the sender. The responsibility of safe transportation of E-waste shall be with the sender of E-Waste.
  - Fluorescent and other mercury containing lamps may be transported to TSDF in the cases where no recyclers of CFL are available
  - The manufacturers and recyclers while transporting waste generated from manufacturing or
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recycling destined for final disposal to a treatment, storage and disposal facility will follow the provisions under Hazardous and Other Wastes (Management and Transboundary Movement) Rules, 2016.

## Guidelines for Environmentally Sound Dismantling of E-Waste

### Dismantler

- Any person or organisation or registered society or a designated agency or a company or an association can engage in dismantling of e-waste into their components by obtaining authorisation from the respective SPCBs/PCCs. Dismantlers may set up their collection centre, details of which shall be entered in their authorisation. These collection centres shall not require separate authorisation.
  - A dismantler shall be connected to either Producers or PRO or e-waste exchange or take-back system or authorised recycler.
  - A dismantler has to obtain consent to establish from SPCBs/PCCs under the Water (Prevention and Control of Pollution) Act, 1974 and the Air (Prevention and Control of Pollution) Act, 1981
  - A dismantler has to obtain consent to operate from SPCBs/PCCs under the Water (Prevention and Control of Pollution) Act, 1974 and the Air (Prevention and Control of Pollution) Act, 1981
  - A dismantler has to obtain authorisation from SPCBs/PCCs under E Waste (Management) Rules, 2016, provided that any person authorised/registered under the provisions of the Hazardous Wastes (Management, Handling and Transboundary Movements) Rules, 2008, and the E-waste (Management & Handling) Rules, 2011 prior to the date of coming into force of these rules shall not be required to make an application for authorisation till the period of expiry of such authorisation/registration.
  - A dismantler should have weigh bridge and other appropriate weighing equipment for weighing each delivery received by it and maintain a record in this regard.
  - The unloading of e-waste/end of life products should be carried out in such a way that there should not be any damage to health, environment and to the product itself. Unloading of Cathode Ray Tubes (CRT), LCD / LED / Plasma TV, refrigerator, air conditioners and fluorescent and other mercury containing lamps should be carried out under supervision in such a way to avoid breakage.
  - A dismantler should have facilities for destroying or permanently deleting data stored in the memory of end of life products (Hard Disk, Telephones, Mobile phones) either through
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hammering or through data eraser.

### Dismantling Process

Dismantling operation is essentially manual operation for segregating various components/ parts and sending them to respective users/ recyclers. Directly usable components can be sent only to an authorised refurbisher. The other parts can be sent to recyclers having valid CTO / authorised e- waste recyclers depending upon the nature of the part. For example, steel or aluminium part which contains no hazardous constituents can be sent to respective recyclers. Other parts which may contain hazardous constituents have to be sent to authorised e-waste recyclers.

- Dismantlers may perform the following operations
    - (i) De-dusting
    - (ii) Manual dismantling
  
  - Dismantling operation shall comprise of physical separation and segregation after opening the electrical and electronic equipment into the component by manual operations.
  - Dismantler may use screwdrivers, wrenches, pliers, wire cutters, tongs and hammers etc. for dismantling. The dismantled components should be sent to authorised e-waste recyclers or recyclers having valid consent to operate (CTO).
  - Manual dismantling operations should be carried out over the dismantling table with space de-dusting system so as to maintain desirable work zone air quality as per the factories Act as amended from time to time. The de dusting system should consist of suction hoods over dismantling table connected with a cyclone, bag filter and venting through a chimney of three-meter height above roof level.
  - Collection boxes should be placed near dismantling table for keeping the dismantled components.
  - The workers involved in dismantling operation should have appropriate equipment such as screwdrivers, wrenches, pliers, wire cutters, tongs and hammers etc. for dismantling the e-waste.
  - During dismantling operations, the workers should use proper personal protective equipment such as goggles, masks, gloves, helmet and gumboot etc.
  - The following dismantled items and components must be removed from end of life products and stored in a safe manner for transportation to recyclers:
    - (i) Batteries
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- (ii) Printed Circuit Boards (PCBs) of EEE
  - (iii) Toner cartridges
  - (iv) Plastic
  - (v) External Electrical Cables
- Volume/Size reduction may be carried out after dismantling operations for the parts like steel/aluminium/plastic, for ease of transportation. Dismantled and segregated plastic from e-waste shall only be given to registered plastic recyclers having registration under Plastic Waste (Management) Rules, 2016.
  - During the volume/size reduction of dismantled steel/aluminium/plastic parts, the dismantlers should have arrangement for dust and noise controls. These operations should be under acoustic enclosure for noise reduction.
  - Dismantlers shall not carry out shredding / crushing / fine grinding/wet grinding/ enrichment operations and gravity/ magnetic/density/eddy current separation of printing circuit board or the components attached with the circuit board.
  - Dismantlers shall not be permitted for dismantling of fluorescent and other mercury containing lamps, CRT / LCD / Plasma TV.
  - Dismantlers shall not be permitted for chemical leaching or heating process or melting the material.
  - In case of dismantling refrigerators and air conditioners, only skilled manpower having required tools and personal protective equipment (PPEs) must be deployed to manually separate compressors. Prior to dismantling the compressors, adequate facilities should be provided for collection of coolant/refrigerant gases and compressor oil.
  - Dismantled circuit boards, capacitors, batteries, capacitors containing PCBs (Polychlorinated biphenyls) or PCTs (Polychlorinated terphenyls) etc. shall not be stored in open.
  - Dismantlers should have adequate facilities for managing leakage of compressor oils, coolant/refrigerant gases such as CFCs/HCFs and mercury from end of life fluorescent and other mercury containing lamp etc. Spills involving broken Fluorescent lamps, Oils spills should first be contained to prevent spread of the material to other areas. This may involve the use of dry sand, proprietary booms / absorbent pads, stabilizing chemicals etc. for subsequent transfer to hazardous waste TSDFs.
  - The premise for dismantling operation should fulfil the following requirements:
    - a) Water proof roofing and impermeable surfaces.
    - b) Storage space for dissembled spare parts.
    - c) Separate containers for storage of batteries, capacitors containing PCBs (Polychlorinated biphenyls) or PCTs (Polychlorinated terphenyls)
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## Space requirement for Dismantlers

A dismantler needs space for storage of electrical and electronic equipment up to 180 days, for process of dismantling and volume reduction and space for storage of dismantled and segregated material and free space for movement and office/ administration and other utilities. It is estimated that a minimum of 300 square meter area for a dismantling capacity of 1T/day is required for storage of raw material, segregated material, dismantling operations and office/ administration & other utilities.

## Guidelines for Environmentally Sound Recycling of E-Waste

### Recycler

- As per these rules any person who is engaged in recycling and reprocessing of waste electrical and electronic equipment or assemblies or their component is a recycler. Recyclers may set up their collection centres, details of which shall be entered in their authorisation. These collection centres shall not require separate authorisation. Recyclers can obtain raw material such as waste electrical and electronic assemblies or components or used components from producers/PRO/e-waste exchange/dismantlers and consumers / bulk consumers.
  - The Product of recyclers has to be sent or sold to users or other recyclers having valid CTO from SPCBs/PCCs. Any hazardous waste generated during the recycling processing will be sent to TSDF'
  - A recycler should be part of producer's channelisation system.
  - A recycler has to obtain consent to establish from SPCBs/PCCs under the Water (Prevention and Control of Pollution) Act, 1974 and the Air (Prevention and Control of Pollution) Act, 1981
  - A recycler has to obtain consent to operate from SPCBs/PCCs under the Water (Prevention and Control of Pollution) Act, 1974 and the Air (Prevention and Control of Pollution) Act, 1981
  - A recycler has to obtain authorisation from SPCBs/PCCs under E Waste (Management) Rules, 2016, provided that any person authorised/registered under the provisions of the Hazardous Wastes (Management, Handling and Transboundary Movements) Rules, 2008, and the E-waste (Management & Handling) Rules, 2011 prior to the date of coming into force of these rules shall not be required to make an application for authorisation till the period of expiry of such authorisation/registration.
  - A recycler should have weigh bridge and other appropriate weighing equipment for weighing ~~each delivery received by it and maintain a record in this regard.~~
-

- The unloading of end of life product should be carried out in such a way that there should not be any damage to health, environment and to the product itself. Unloading of Cathode Ray Tubes (CRT), LCD/LED/Plasma TV, Refrigerator, Air Conditioners and fluorescent and other mercury containing lamps should be carried out under supervision in such a way to avoid breakage.
- A recycler should have facilities for destroying or permanently deleting data stored in the memory of end of life products (Hard Disk, Telephones, Mobile phones) either through shredding or grinding or through data eraser.

### Recycling Process

- The functions of the recyclers include dismantling along with recovery operation. There shall be no restriction on degree of operations that can be permitted for recyclers provided they have requisite facilities. The following processes should be employed by recyclers:
    - (i) Manual / semi- automatic / automatic dismantling operations
    - (ii) Shredding / crushing / fine grinding/wet grinding/ enrichment operations, gravity/ magnetic/density/eddy current separation
    - (iii) Pyro metallurgical operations - Smelting furnace
    - (iv) Hydro metallurgical operations
    - (v) Electro-metallurgical operations
    - (vi) Chemical leaching
    - (vii) CRT/LCD/Plasma processing
    - (viii) Toner cartridge recycling
    - (ix) Melting, casting, moulding operations (for metals and plastics)
  - A recycling facility may accept e-waste and even those electrical and electronic assemblies or components not listed in Schedule- I for recycling, provided that they do not contain any radioactive materials and same shall be declared while taking the authorisation from concerned SPCBs/PCCs;
  - The recycling facilities shall comply with the requirements as specified for dismantlers in the guidelines for dismantling in section 6.0.
  - A recycling facility shall install adequate wastewater treatment facilities for process
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wastewater and air pollution control equipment (off gas treatment, wet/alkaline/packed bed scrubber and carbon filters) depending on type of operations undertaken.

- De dusting equipment such as suction hood shall be installed where manual dismantling is carried out.
  - Fume hoods connected with bag dust collectors followed wet (chemical) scrubbers and carbon filters shall be installed for control of fugitive emissions from furnaces or reactor.
  - Noise control arrangement for equipment like crusher, grinder and shredder needs to be provided.
  - The discharges from the facility shall comply with general standards under E (P) Act, 1986 for discharge of wastewater. Discharge standard are at Annexure IV
  - In case of air emissions, the unit shall comply with emission norms prescribed under Air (Prevention and Control of Pollution) Act, 1981. In case of furnace, a minimum stack height of 30 meter shall be installed depending on emission rate of SO<sub>2</sub>. Emission Standards are at Annexure V.
  - The workers involved in recycling operations shall use proper personal protective equipment such as goggles, masks, gloves, helmet and gumboot etc.
  - Adequate facilities for onsite collection and storage of bag filter residues, floor cleaning dust and other hazardous material shall be provided and sent to secure landfill by obtaining membership of TSDF.
  - The CRT / LCD / Plasma TV should be processed only at a recycler's facility.
  - For recycling of CRT monitor and TVs care should be taken to contain release of harmful substances. The steps for processing of CRT are as below:
    - (i) CRT monitors and TVs should be manually removed from plastic/ wooden casing. The CRT should be split into funnel and panel glass using different splitting technology such as Ni-Chrome hot wire cutting, Diamond wire method or Diamond saw separation in a closed chamber under low vacuum conditions (650 mm of Hg).
    - (ii) The funnel section is then lifted off from the panel glass section and the internal metal gasket is removed for facilitating the removal of internal phosphor coating.
    - (iii) The internal phosphor coating from the inner side of panel glass is removed by using an abrasive wire brush with suction arrangement under low pressure as given above at (i). The extracted air is cleaned through high efficiency bag-filter system and collected in appropriate labelled containers and then disposed at an authorised TSDF.
    - (iv) Manual shredding, cutting, and segregation operations for CRTs should be carried out in low vacuum (650 mm of Hg) chambers where the dust is extracted through cyclones, bag filters, ID fan and a suitable chimney.
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- (v) Segregated CRTs can also be shredded in mechanical/automatic shredding machines connected with dust control systems. The mixed shredded glass is separated into leaded glass and glass cullet using electro-magnetic field or by density separation.
- For LCD and Plasma TV a recycler should have sealed vacuum dismantling platform for dismantling of LCD / Plasma panels. The LCD / Plasma TV should be dismantled piece by piece, starting with the removal of the plastic backing shell, printed circuit boards, aluminium or steel frame, screen, PET plastics, LCD Panel and backlight. The metal frame, wire, other metallic material and plastic backing cabinet may be sent to recyclers with valid CTO. Printed Circuit Board and LCD panel may be recycled or in case recycling facility is not available then sent to respective authorised recycling facility.
  - The user of the products obtained in the recycler facility should be identified and an agreement may be entered with them for selling of the products obtained in these recycling facilities. This is for tracking the product of recycling, to ascertain where the products are going.
  - Recovery of resource and particularly of precious metals present in the e-waste should be given importance.
  - For fluorescent and other mercury containing lamp recycling, the unit shall have at least following systems:
    - (i) Mechanical feeding system.
    - (ii) Mercury spill collection system.
    - (iii) Lamp Crushing System, under vacuum, for separation of mercury-contaminated phosphor powder & mercury vapors from other crushed components, so as not to cause release of any pollutant, including mercury vapor.
    - (iv) System for segregation of mercury vapour from the phosphor powder through a distillation system for separation & recovery of mercury.
    - (v) Air pollution control system (APCS) which shall include HEPA (High Efficiency Particulate Arrestor) filter system or activated carbon filter system or any other equivalent efficient system for separation/ removal of mercury vapor from mercury-contaminated phosphor powder'
    - (vi) Arrangement for disposal of mercury contaminated filter pads to TSDF.
    - (vii) On line mercury monitoring system, to have check on emission of mercury, which has to be in compliance to the consented norms.
  - The fluorescent and other mercury containing lamp recycling unit shall have following obligations:
    - (i) The emission outlet shall comply with the norms for mercury prescribed in the consent

document. The norm for mercury emission is 0.2 mg/m<sup>3</sup> (Normal) as prescribed under E (P) Act, 1986 for mercury emission from other category of industries.

- (ii) For discharge of effluent the limit for mercury as (Hg) should be less than equal to 0.01mg /liter as prescribed under E (P) Act, 1986.
- (iii) The unit shall have trained / skilled manpower to handle hazardous substances such as mercury mixed phosphor in respect of treatment/recycling.
- (iv) The unit shall dispose all the unrecoverable wastes from the treatment site, to a TSDF
- (v) The unit shall maintain record of used fluorescent and other mercury containing lamp collected & recycled, recovery of mercury and other components. It shall, also, maintain the records pertaining to the generation, storage, transport and disposal of the wastes generated in the process.
- (vi) The unit shall take up ambient air quality monitoring, particularly, in reference to mercury levels with a frequency of once in a month through a recognized laboratory, for third party verification.

#### **Space requirement for Recyclers**

As a general rule a recycler of capacity of 1 Ton per day shall require a minimum of 500 square meters area. Authorisation to recyclers may be preferred if they have minimum operational capacity of 5 MT/day with an area of about 2500 square meter.

#### **Guidelines for Refurbisher**

- Refurbishment means repairing of used electrical and electronic equipment and it should be carried out in such a way that there should not be any damage to health and environment.
  - A refurbisher has to obtain consent to establish under the Water (Prevention and Control of Pollution) Act, 1974, (25 of 1974) and the Air (Prevention and Control of Pollution) Act, 1981 (21 of 1981) from the concerned State Pollution Control Board/Pollution Control Committee.
  - A refurbisher has to obtain certificate of registration and proof of installed capacity from District Industries Centre or any other government agency authorised in this regard;
  - A refurbisher has to obtain one-time authorization from concerned State Pollution Control Board/Pollution Control Committee.
  - A refurbisher should have system to manage leakage of coolant/refrigerant gases and compressor oils from used electrical and electronic equipment during refurbishing operations.
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- The refurbishing area should be ventilated and have proper dust control equipment.
- De-dusting system over refurbishment tables should be provided
- Any e-waste generated during refurbishment should be collected separately and sent to collection centre /authorised recycler. In case of refurbisher not having own collection centre, the e-waste so generated may be channelized to an authorised recycler.
- The premise for refurbishing should fulfil the following requirements:
  - (i) Water proof roofing and impermeable surfaces
  - (ii) As a general rule a refurbisher of capacity of 1 Ton per day shall require a minimum of 150 square meters' area for refurbishing, temporary storage of e waste generated and space for refurbished EEE
- If refurbisher opts to sell refurbished EEE then he is required to seek EPR authorisation from CPCB. In no circumstances, the refurbisher shall sell any refurbished EEE without having EPR authorization.

### Guidelines for Consumers and Bulk Consumers

#### **Consumers:**

- The Consumers should channelised their e-waste through collection centre or dealer of authorised producer or dismantler or recycler or through the designated take back service provider of the producer to authorised dismantler/recycler.
- The consumer should not throw e-waste in municipal bins.
- The consumers shall ensure that they do not throw end of life fluorescent and other mercury containing lamp in the municipal bin but hands them over (in a properly packed form) to take back system / collection and channelisation system of producer or to a collection centre of an authorised recycler who is part of producer channelisation system.
- The end of life intact fluorescent and other mercury containing lamp may be stored either in the same boxes in which new lamps are brought or other boxes of similar size. They should be sorted upright. The due precaution may be taken while packing more than one used lamp, so as not to cause the possibility of breakage during the storage and transpiration.

#### **Bulk Consumers:**

- The bulk consumers may ensure that e waste generated by them is handed over only to producer take back system or to authorised dismantler/recycler who is part of producers take back/channelisation system.
  - The bulk consumers should ensure that used lamps are not disposed in the municipal bin but handed over (in a properly packed form) to take back system / collection and channelisation system of producer or to a collection centre of an authorised recycler who is part of producer channelisation system.
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- The bulk consumers must create special type of disposal bins (suitable for the purpose) at site for depositing the end of life intact fluorescent and other mercury containing lamp only. The management of the institute may issue necessary instructions, to ensure this, to staff and workers handling such lamps.
  - The end of life intact fluorescent and other mercury containing lamp, as collected above, may be stored either in the same boxes in which new lamps are brought or other boxes of similar size. They should be stored upright. The due precaution may be taken while packing more than one used lamps, so as not to cause the possibility of breakage during the storage and transportation.
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## ABBREVIATIONS

BFR	-	Brominated Flame Retardant
CCC	-	Common Collection Centre
CFC	-	Chloro Fluro Carbon
CFL	-	Compact Fluorescent Lamp
CPCB	-	Central Pollution Control Board
CRT	-	Cathode Ray Tube
CTE	-	Consent to Establish
CTO	-	Consent to Operate
DRS	-	Deposit Refund Scheme
EEE	-	Electrical Electronic Equipment
EoL	-	End of Life
EPR	-	Extended Producer Responsibility
EST	-	Environmentally Sound Technology
HCFC	-	Hydro Chloro Fluro Carbon
HW (M)	-	Hazardous Waste (Management)
IT& TE	-	Information Technology & Telecommunication
Equipment IEC	-	Importer/ Exporter Code
LCD	-	Liquid Crystal Display
LED	-	Light Emitting Diode
MoEF& CC	-	Ministry of Environment, Forest and Climate
Change MT	-	Metric Ton
NGOs	-	Non-Governmental Organisation
PAN	-	Permanent Account Number
PCB	-	Printed Circuit Board
PCBs	-	Polychlorinated Biphenyls
PCC	-	Pollution Control Committees
PCTs	-	Polychlorinated Terphenyls
PRO	-	Producer Responsibility Organization
PWB	-	Printed Wire Board
RoHS	-	Reduction of Hazardous Substances
RWAs	-	Resident Welfare Associations
SPCB	-	State Pollution Control Board
TIN	-	Taxpayer Identification Number
TSDF	-	Treatment, Storage & Disposal Facility
TV	-	Television

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  2. CPCB's guidelines for Implementation of E-waste Rules 2016
  3. CPCB's guidelines for environmentally sound mercury management in fluorescent lamp sector
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  6. Estimation of outflows of e-waste in India by Shri R.K. Mittal and Shri Maheshwar Dwivedy
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  8. Forecasting e-waste amounts in India - by Shri Sirajuddin Ahmed, Ms. Rashmi Makkar, Shri Anubhav Sharma (Department of civil Engineering, Jamia Millia Islamia, Delhi)
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## Example for Calculation of E-waste Generation

E-waste generation (weight or number) in the financial year 'x – y' = Sales in the financial year '(x-z) - (y-z)'

'x – y' = financial year in which generation estimated, z= average life span of EEE)

**For example**

For financial year 2016 -17,

**x - y = 2016 -17 (April 2016 to March 2017)**

If EEE, for which generation is to be estimated, is **ITEW 15**

**means cellular phones that is either smart phone or feature phones** then

z= 5 years or z = 7 years as from the table in chapter 2.1

1. The estimated generation of end of life **ITEW 15 – smart phone** in the FY 2016-17  
 = Sales in the (FY year 2016-5 – 2017-5)  
 = Sales in the financial year 2011-12  

**or**
  2. The estimated generation of end of life **ITEW 15 – feature phone** in the FY 2016-17  
 = Sales in the (FY year 2016-7 – 2017-7) either in terms of weight or number  
 = Sales in the financial year 2009-10 in terms of weight or number
- ❖ Therefore, generation of end of life of **smart phone in the FY 2016-17** = Sales in the financial year 2011 – 12 either in terms of weight or number
  - ❖ Similarly, generation of end of life of **feature phone =** Sales in the financial year 2009-2010 either in terms of weight or number
3. Also during financial year 2016 -17 the collection target is to be for the period October, 2016 to

March 2017 (six months) so generation calculation should also be on pro-rata basis and accordingly target may be estimated

4. For financial year 2017 - 18 and subsequent financial year, the generation of end of life should be calculated as given in the example above.

## Annexure – II

Date:

### Self-Declaration Form

**Producer  
Details:**

(As per E-Waste (Management) Rules, 2016)

S.No.	Required Information	Details
1.	Company Name with Complete Address from where business/sale in the entire country is being managed:	
2.	Name of Authorised Person Email: Telephone: Fax: Mobile Number: Complete Postal Address:	
3.	Brand name (if any):	

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**Technical Documents for RoHS(EN 50581 of EU)**

1. General description of the product
  2. Documents for materials, parts and/or sub-assemblies
  3. Supplier declarations (covering specific material, part and/or sub-assembly, or a specific range of materials, part and/or sub-assemblies) and/or contractual agreement, such as:
    - (i) Supplier declarations, confirming that the restricted substance content of the material, part, or sub-assembly is within the permitted levels and identifying any exemptions that have been applied
    - (ii) Signed contracts confirming that the producer's specification for the maximum content of restricted substances in a material, part, or sub-assembly is fulfilled.
  4. Material Declarations:
    - (i) Material declarations providing information on specific substance content and identifying any exemptions that have been applied.

and/or
  5. Analytical test results:
    - (i) Analytical test results using the methods described or referenced in EN 62321
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## Annexure – IV

### GENERAL STANDARDS FOR DISCHARGE OF ENVIRONMENTAL POLLUTIONS: - EFFULENTS

S.No.	Parameter	Standards			
		Inland surface water	Public Sewers	Land for irrigation	Marine coastal areas
1	2			3	4
		(a)	(b)	(c)	(d)
1.	Colour and odour	Not desirable	---	Not desirable	Not desirable
2.	Suspended solids mg/l, Max.	100	600	200	(a) For process waste water- 100 (b) For cooling water effluent 10 percent above total suspended matter or influent.
3.	Particulate size of suspended solids	Shall pass 850 Micron IS Sieve	--	--	(a) Floatable solids, Max. 3 mm. Settle able solids, Max. 850 microns.
4.	pH Value	5.5 to 9.0	5.5 to 9.0	5.5 to 9.0	5.5 to 9.0
5.	Temperature	Shall not exceed 5°C above the receiving water temperature	---	---	Shall not exceed 5°C above the receiving water temperature
6.	Oil and grease mg/l Max.	10	20	10	20
7.	Total residual chlorine mg/l Max	1.0	---	--	1.0
8.	Ammonical nitrogen (as N), mg/l Max.	50	50	--	50
9.	Total Kjeldahl Nitrogen (as NH <sub>3</sub> ) mg/l, Max.	100	--	--	100
10.	Free ammonia (as NH <sub>3</sub> ) mg/l, Max.	5.0	--	--	5.0
11.	Biochemical Oxygen demand <sup>1</sup> [3 days at 27°C] mg/l max.	30	350	100	100
12.	Chemical Oxygen Demand, mg/l, Max.	250	--	--	250
13.	Arsenic (as As), mg/l, Max.	0.2	0.2	0.2	0.2
14.	Mercury (as Hg), mg/l, Max.	0.01	0.01	--	0.01

S.No.	Parameter	Standards			
		Inland surface water	Public Sewers	Land for irrigation	Marine coastal areas
1	2			3	4
		(a)	(b)	(c)	(d)
15.	Lead (as Pb) mg/l, max.	0.1	1.0	--	2.0
16.	Cadmium (as Cd) mg/l, Max.	2.0	1.0	--	2.0
17.	Hexavalent chromium (as Cr+6), mg/l max.	0.1	2.0	--	1.0
18.	Total Chromium (as Cr.) mg/l, max.	2.0	2.0	--	2.0
19.	Copper (as Cu) mg/l, Max.	3.0	3.0	--	3.0
20.	Zinc (As Zn.) mg/l, Max.	5.0	15	--	15
21.	Selenium (as Se.) mg/l Max.	0.05	0.05	--	0.05
22.	Nickel (as Ni) mg/l, Max.	3.0	3.0	--	5.0
23.	Cyanide (as CN) mg/l Max.	0.2	2.0	0.2	0.2
24.	Fluoride (as F) mg/l Max.	2.0	15	--	15
25.	Dissolved phosphates (as P), mg/l Max.	5.0	--	--	--
26.	Sulphide (as S) mg/l Max.	2.0	--	--	5.0
27.	Phenolic compounds (as C <sub>6</sub> H <sub>5</sub> OH) mg/l, Max.	1.0	5.0	--	5.0
28.	Radioactive Materials:				
	(a) Alpha emitter micro curie/ml.	10 <sup>-7</sup>	10 <sup>-7</sup>	10 <sup>-8</sup>	10 <sup>-7</sup>
	(b) Beta emitter micro curie/ml.	10 <sup>-6</sup>	10 <sup>-6</sup>	10 <sup>-7</sup>	10 <sup>-6</sup>
29.	Bio-assay test	90% survival of fish after 96 hours in 100% effluent	90% survival of fish after 96 hours in 100% effluent	90% survival of fish after 96 hours in 100% effluent	90% survival of fish after 96 hours in 100% effluent
30.	Manganese (as Mn)	2 mg/l	2 mg/l	--	2 mg/l
31.	Iron (as Fe)	3 mg/l	3 mg/l	--	3 mg/l
32.	Vanadium (as V)	0.2 mg/l	0.2 mg/l	--	0.2 mg/l

S.No.	Parameter	Standards			
		Inland surface water	Public Sewers	Land for irrigation	Marine coastal areas
1	2	(a)	(b)	3	4
		(a)	(b)	(c)	(d)
33.	Nitrate Nitrogen	10 mg/l	--	--	20 mg/l

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## Annexure – V

### NATIONAL AMBIENT AIR QUALITY STANDARDS

Sl. No.	Pollutant	Time Weighted Average	Concentration in Ambient Air		
			Industrial, Residential, Rural and Other Area	Ecologically Sensitive Area (notified by Central Government)	Methods of Measurement
(1)	(2)	(3)	(4)	(5)	(6)
1	Sulphur Dioxide (SO <sub>2</sub> ), µg/m <sup>3</sup>	Annual * 24 hours**	50 80	20 80	- Improved West and Geake - Ultraviolet Fluorescence
2	Nitrogen Dioxide (NO <sub>2</sub> ), µg/m <sup>3</sup>	Annual * 24 hours**	40 80	30 80	- Modified Jacob & Hochheiser (Na- arsenite) - Chemiluminescence
3	Particulate Matter (size less than 10 µg/m <sup>3</sup> ) or PM <sub>10</sub> µg/m <sup>3</sup>	Annual * 24 hours**	60 100	60 100	- Gravimetric - TOEM - Beta Attenuation
4	Particulate Matter (size less than 2.5µm) or PM <sub>2.5</sub> µg/m <sup>3</sup>	Annual * 24 hours**	40 60	40 60	- Gravimetric - TOEM - Beta attenuation
5	Ozone (O <sub>3</sub> ) µg/m <sup>3</sup>	8 hours * * 1 Hour**	100 180	100 180	- UV photometric - Chemiluminescence - Chemical Method
6	Lead (Pb) µg/m <sup>3</sup>	Annual * 24 hours**	0.50 1.0	0.50 1.0	- AAs/ICP method after sampling on EPM 2000 or equivalent filter paper - ED-XRF using Teflon filter
7	Carbon Monoxide (CO) mg/m <sup>3</sup>	8 hours** 1 hour**	02 04	02 04	- Non Dispersive Infra-Red (NDIR) Spectroscopy
8	Ammonia (NH <sub>3</sub> ) µg/m <sup>3</sup>	Annual * 24 hours**	100 400	100 400	- Chemiluminescence - Indophenol blue method
9	Benzene (C <sub>6</sub> H <sub>6</sub> ) µg/m <sup>3</sup>	Annual *	05	05	- Gas chromatography based continuous analyzer - Adsorption and Desorption followed by GC analysis
10	Benzo (a) Pyrene (Bap)- Particulate phase only, ng/m <sup>3</sup>	Annual *	01	01	- Solvent extraction followed by HPCL/GC analysis
11	Arsenic (As), ng/m <sup>3</sup>	Annual *	06	06	- AAS/ICP method after sampling on EPM 2000 or equivalent filter paper
12	Nickel (Ni), ng/m <sup>3</sup>	Annual *	20	20	- AAS/ICP method after sampling on EPM 2000 or equivalent filter paper

\*Annual arithmetic mean of minimum 104 measurements in a year at a particular site taken twice a week 24 hourly at uniform intervals.

\*\* 24 hourly or 08 hourly or 01 hourly monitored values, as applicable, shall be complied with 98% of the time in a year. 2% of the time, they may exceed the limits but not on two consecutive days of monitoring.

Note. – Whenever and wherever monitoring results on two consecutive days of monitoring exceed the limits specified above for the respective category, it shall be considered adequate reason to institute regular or continuous monitoring and further investigation.

# List of Abbreviations

MeitY: Ministry of Electronics and Information Technology  
MAIT: Manufacturers Association for Information Technology  
LOHAS: Lifestyles for Health and Sustainability  
e-waste: Electronic Waste  
RWAs: Resident Welfare Associations  
EPR: Extended Producer Responsibility  
PPP: Purchasing Power Parity  
TV: Television  
CRT: Cathode Ray Tube  
LCD: Liquid Crystal Display  
LED: Light Emitting Diode  
CPCB: Central Pollution Control Board  
PVC: Polyvinyl Chloride  
PCBs: Polychlorinated Biphenyls  
TSDf: Treatment, Storage and Disposal Facility  
BFR: Brominated Flame Retardants  
PBB: Polybrominated Biphenyls  
PBDE: Polybrominated Diphenyl Ethers  
ATM: Automated Teller Machine  
WEEE: Waste Electrical and Electronic Equipment  
CFC: Chlorofluorocarbon  
HCFC: Hydrochlorofluorocarbons  
HFC: Hydrofluorocarbon  
HC: Hydrocarbon  
UNEP: United Nations Environment Programme  
DRS: Deposit Refund Scheme  
PRO: Producer Responsibility Organisation  
OHS: Occupational Health and Safety  
PCDD/Fs: Polychlorinated dibenzo-p-dioxins  
PBDD/Fs: Polybrominated dibenzo-p-dioxins  
CO<sub>2</sub>: Carbon Dioxide  
IEC: Information, Education and Communication



# About this Manual

Under the Digital India Mission, the Ministry of Electronics and Information Technology (MeitY) has initiated a project “*Awareness Programme on Environmental Hazards of Electronic waste*”. The programme aims to enhance awareness on the growing challenges and opportunities provided by e-waste.

This manual, for RWAs and Localities, is a part of a series of training materials prepared for all the relevant stakeholders involved in e-waste management in India. Through this programme and by publication of awareness materials, MeitY aims to develop standardized content for reaching out to the relevant stakeholders.

The focus group of this particular manual are residents of RWAs and localities, a critical and vibrant community of change agents in society. This manual intends to present the subject of e-waste and its multiple facets in a manner that engages citizens in experiential learning about e-waste. The manual uses state of the art methodological approaches such as Harvard Case Methodology and Walker Learning Cycle to enable residents of RWAs and Localities not only learn but also act – as responsible consumers and communicators for environmental change.



The manual uses different methods to achieve the change objective including the Donna E. Walker's 'Learning Cycle' that has five steps including Mind Jog, Personal Connection, Information Exchange, Information Application and Real World Connection. This method takes into account that different learners have different learning abilities and at least one of the steps of the cycle would be able to transfer the learning effectively.

In addition it uses Harvard case method that involves presenting a case to students where they associate themselves with a role as they read through the situation and identify the problem. The next step is to perform the necessary analysis to determine the cause and possible solutions to the problem. The manual provides essential information and situations that form cases that can be discussed with the students by the trainer.