
Environmental Disposal Service

Can you meet your legal requirements on disposal of IT equipment?

New legislation and directives governing the disposal of electrical equipment are currently being implemented across the UK. This legislation aims to reduce the amount of waste electrical and electronic equipment (WEEE) going to landfill sites. The legislation carries harsh penalties for non-compliance.

This service enables companies to realise the true value of the assets they have for disposal. By focusing on gaining maximum levels of re-use we also allow companies to meet the new regulations and at the same time balance social responsibility and cost

This service fulfils customers legal Duty of Care under both the Environment Protect Act and the Data Protection Act, and is fully compliant with the WEEE Directive and the ISO 9001, 14001 and 17799 standards.

Service Deliverables

Collection

Equipment identified to be scraped will be collected from the client's site.

Equipment collections from the site will be confirmed against an inventory provided by the client or against a tally, by pallet load, agreed between the site representative and our operative at the time of collection.

Receipt and Audit

Receipt processing and storage will be undertaken at our secure warehouse and technical service locations.

Printers, monitors and base units or other "capital" equipment that has residual value for re-use are audited and bar-coded for tracking purposes.

Audit reports for each collection are prepared to include the date and location of the collection and the make, model, serial and inventory numbers of equipment.

Assessment

Competent and experienced personnel, assess equipment coming from the customer, in the first instance, into two categories:

Re-use or Trade-in

Equipment assessed for re-use is taken in to stock for re-sale. Equipment required for "Trade-In" purposes will be isolated and returned as required.

Recycling

The service fully complies with the requirements of the Hazardous Waste Regulations and already exceeds the targets of EU Waste Electrical and Electronic Equipment (WEEE) Directive.

Data Purging

Data purging is undertaken in accordance with instructions issued by the GCHQ Communications-Electronic Security Group (CESG) in their INFOSEC Memorandum No 5 May 2003:

Baseline Standard, which we apply as a minimum, involves de-partitioning hard drive units followed by a single overwriting procedure, reformatting and scan. Enhanced Standard, as above but involving a specialised overwrite procedure (required for highly sensitive data) is available on request.

Hard disks which fail any of the overwrite procedures above, and other magnetic media including data tapes, are degaussed, using approved equipment, and then physically destroyed to the approved standards and recycled. Data Destruction Certificates are issued.

Media requiring purging to the Enhanced Standard or special handling and destruction will be subject to additional controls and costs.

Reporting

The service includes comprehensive reporting including "out turn" audit, recycling and sales reports as advised above.

Liability

This service assumes ownership and any liability, including any residual data, software licensing and environmental disposal issues for all equipment once it is removed from the customer's premises.

We are confident our capability and proven delivery framework, ensures high quality services are delivered to our customers in order to meet or exceed expectations in every way. If you would like to find out more please contact your Keltec account manager or call us on 01344 306700.

