

IT E-WASTE POLICY

Shoolini University's achievements across all three dimensions of the "Triple Bottom Line" - economic, social, and environmental is well known and recognized globally. Being a pioneer in environmentally sustainable operations (e.g., Carbon and Water positive, solid waste recycling positive), we need to meet demanding standards of responsible waste management in all aspects of our operations.

With pervasive use of electrical and electronic equipment's in our daily operations, disposal of obsolete equipment's is increasingly posing a threat to our environment. There is therefore a need to handle such disposals - referred to as E-Waste - in a responsible manner in line with emerging global best practices and standards. IT E-Waste is a subset of E-Waste and covers the following IT equipment's:

Sl. No.	Category	Items
1	Computers	Server / Desktop computer (CPU, Monitor, Keyboard and Mouse), Laptop, Notebook, Dumb terminal, etc. or similar items
2	Printer Accessories	& Printer, Scanner, Printer Cartridge, Toner, etc. or similar items
3	Network equipment's	Routers, Switches, Patch panel, Modem, Converter, VSAT equipment's, etc. or similar items
4	IT Accessories	TV Tuner box, Floppy, CD and DVD, Pen Drive, External Hard disk, External CD / DVD writer, DAT Drive, Speaker, Laptop Battery, Handheld device, VC equipment's, Data Cartridge, etc. or similar items
5	Associated Electrical items	Power cable, Data cable, UPS, etc. or similar items

IT E-WASTE POLICY

The lifecycle of all IT assets spanning from acquisition to disposal shall be managed in a manner which conforms to sound environmental norms as detailed in the IT E-Waste guidelines. This includes:

1. Preferential dealing with IT vendors having sound E-Waste management processes
2. Extending the useful life of IT assets to postpone / minimize generation of E-Waste
3. Responsible disposal processes conforming to regulatory requirements and best practices

IT E-WASTE MANAGEMENT GUIDELINES

REGULATORY ENVIRONMENT

Different government bodies have published regulatory framework for handling E-waste. Similarly, different trade and industry bodies are also evolving the best practices to deal with IT E-Waste. CIO Office will scan the evolving code of practice and keep updating this policy document in line with the best practices for disposal of IT E-Waste. This will be done once a year, or more frequently if deemed necessary.

IT E-WASTE MINIMIZATION PROCESS

It shall be the endeavor of every user to maximize utilization of all IT assets to their full productive life. Apart from internal re-use, option to extend use outside ITC through donation to bonafide philanthropic institutions will also extend the useful life of IT assets.

Only such IT assets which are non-operational and cannot be reused for any other alternate purpose should be considered as IT E-waste for disposal.



Chief Information Officer

Registrar