



**DE PAUL INSTITUTE OF  
SCIENCE & TECHNOLOGY, ANGAMALY  
(DiST)**

**E-WASTE MANAGEMENT POLICY**



## **1.0 Introduction**

By e-waste management one is referring to electronic goods being put to optimum use; the minor repairs are set right by the laboratory assistants and teaching staff; and the major repairs are handled by the Technical Assistant and are reused. DiST has entered into MoU with South Indian Metals which buys the damaged computers and other non-reparable e-waste from the institution and issues a recycling certificate. South Indian Metals dismantles and recycles electronic waste with the support of latest technology. All electronic peripherals which cannot be refurbished is dismantled and remanufactured into raw materials (i.e. metals, plastics, glass) to be marketed as recyclable. South Indian Metals, the company with which DIST has signed a MoU assures that the e-waste collected from the institution does not end up in a landfill. It is directly sent to an agency authorised by Kerala State Pollution Control Board for disposal, which processes e-waste in a zero dumping technology. UPS Batteries are recharged/repaired/exchanged by the suppliers. The waste compact discs and other disposable non-hazardous items are used by students for decoration during college fests as creative means of showcasing the waste management practice that has been induced in the minds of the students.

## **1.1 E-waste Policy Principles**

DiST follows a policy wherein if it is proven that electronics and electrical products have reached their shelf life and it will be discarded by the system administrator responsible for establishments. An item of equipment once permanently discarded by the user or the authorities mentioned above shall be deemed as e-waste, regardless whether it is operational or non-operational.

**There are three key principles regarding the disposal of e-Waste:**

### **1.1.1 Protection of the Environment**

1. Wherever possible, functional computers should be redeployed to identified users with or without upgradation.
2. Sold or donated equipment should be disposed of through authorised service personnel engaged for the purpose of collection, segregation, transportation etc. and disposal of e-waste should be as per the guidelines of the Central Pollution Control Board.

**1.1.2 Social Responsibility**

DiST shall make all reasonable efforts to track the products sold or donated by it till their final destination. Usage of products sold to consumers shall be on record and end of life disposal procedures of these products shall be guaranteed.

**1.1.3 Data Protection**

All electronic items collected by the service provider for disposal shall be bound by a non-disclosure agreement signed separately by the service provider. It will be the responsibility of the service provider to protect all information embedded, encrypted, stored in written form available on the storage devices and no pilferage, sharing, decoding, copying shall be allowed in whatsoever form till the point of erosion and complete sanitisation of the data in a scientific and internationally acceptable manner.



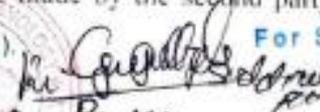
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**MEMORANDUM OF UNDERSTANDING ON E-WASTE COLLECTION**

De Paul Institute of Science & Technology (DiST), Angamaly hereafter called the *first party* and, South Indian Metals, Aluva hereafter called the *second party*, enter into this agreement for the handling of E-waste (electronic waste) and scrap. E-waste includes end-of-life products, unserviceable materials, electrical scraps i.e electronic spares such as wires, druids, PC-boards, CPU etc which are condemned and become scrap material to De Paul institute of Science & Technology (DiST).

1. The second party should collect E- waste from the first party as and when it is informed by the first party.
2. The collected waste should be stored, recycled, reprocessed, and/or disposed by the second party whichever is/are applicable. It will be done by the second party adhering to pollution control and environmental protection regulations by Central, State and Local Governments.
3. Payment to be made by the second party is negotiable (It can be negotiated at the time of safe collection).

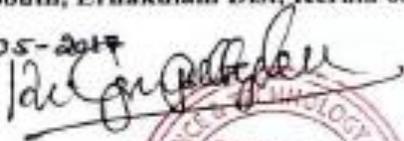

  
 For South Indian Metals  
 For De Paul Institute of Science & Technology  
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4. All significant communications between the parties shall be made through the primary contact or their designees.
5. This agreement may be amended at any time by signature approval of the parties' signatories or their respective designees.
6. Any party may withdraw at any time from this MOU, by transferring a signed statement to that effect to the other party. This MOU created thereby will be considered terminated fifteen (15) days from the date the non-withdrawing party receives the notice of withdrawal from the withdrawing Party. Parties may also withdraw from this agreement with mutual consent with a written signed statement showing the same 15 days prior to the cancellation of this MOU.

**Fr. George Pottayil V C, Director**  
**DePaul Institute of Science & Technology (DiST)**  
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Date: 15-05-2017



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For South Indian Metals  
  
Proprietor

Witness 1:

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THALITAN (H)  
MOOKKANNOR P.O



Witness 2:

Denny P Francis  
Padalagatty (H)  
Angamaly

