W.27 We recycle all electronics that leave our office.

Intent  E-waste contain many harmful materials that should not be taken to landfills but can be recycled and reused.

Point Value  4 points

Instructions  How to recycle your office electronics:
Green IT provides a number of ways to recycle e-waste and ensure its proper disposal.
http://www.upenn.edu/computing/greenit/equipment.html

1. select a recycling vendor
2. Create an office policy that all electronic equipment that is going to be disposed of is to be recycled through that vendor.

Resources  Green IT provides a number of recyclers:
http://www.upenn.edu/computing/greenit/equipment.html

E-Force
http://www.purchasing.upenn.edu/buyinfo/suppliers/eforce.php

Elemental
http://www.purchasing.upenn.edu/buyinfo/suppliers/elemental.php