



**Policy Type:** Board

**Category:** Procurement

**Policy Name:** Procurement, Management and Disposal of Electronic Products - Board Policy 7.13

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## **7.13 PROCUREMENT, MANAGEMENT AND DISPOSAL OF ELECTRONIC PRODUCTS (Adopted 2-28-06)**

It is the policy of the Board of Supervisors of Santa Clara County that environmentally preferred standards related to the procurement, management, and disposal of electronic products be implemented in order to help minimize the environmental impact of the manufacture, use, and destruction of these products.

Environmentally preferred standards related to electronic products are defined as follows:

- (A) Designed for Improved Environmental and Human Health
- (B) Promote Energy Efficiency and Improve User Health
- (C) Ensure Safe and Environmentally-Sound End-of-Life Management
- (D) Manufactured Responsibility

Guidelines for the purchase, procurement and acquisition of County electronic products:



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- (A) The County will state its preference for environmentally preferable products in its solicitations for equipment. Such electronic products:
- (1) Are easier to upgrade
  - (2) Offer longer life expectancy
  - (3) Contain less toxic and bio-accumulative pollutants
  - (4) Contain components with established reuse or recycle opportunities
  - (5) Maximize the use of components with established reuse or recycle opportunities
  - (6) Contain more remanufactured or recycled components
  - (7) Reduce the generation of hazardous waste during manufacturing and use
  - (8) Are more energy efficient
- (B) The County will require bidders to propose a program in which they agree to provide take back for electronic products that have reached the end of their useful life.
- (C) The County will support, to the greatest extent feasible, the effort of other governmental agencies and local businesses to stimulate a consumer demand for product stewardship and producer take back.

Guidelines for disposal of County Electronic products:



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- (A) The Disposing Agent shall seek whenever possible, to employ a strategy for reuse of equipment which requires no repairs or changes, as a first option for disposing of electronic equipment that is not obsolete. This may include whole machine reuse by groups such as schools or non-profit organizations, or reuse of components such as memory, disk drives, circuit boards and microprocessor chips.
- (B) When County electronic products are no longer functional the Disposing Agent will take appropriate measures to ensure products are handled by a Recycling Agent who has been approved by the California Integrated Waste Management Board as a participant in the Covered Electronic Waste Recovery and Recycling Payment System provided by California's Electronic Waste Recycling Act of 2003, as amended, (Chapter 8.5, of Part 3 of Division 30 of the Public Resources Code, commencing with Section 42460, and Article 10.3, of Chapter 6.5 of Division 20 of the Health and Safety Code, commencing with Section 25214.9, and Title 14 of the California Code of Regulations (CCR), Division 7, Chapter 8.2, commencing with Section 18660.5).
- (C) It is the purpose of this policy to prevent the export of hazardous e-waste to developing countries with inadequate environmental standards to ensure the protection of public health and the environment. The County will select a recycler whenever feasible that processes hazardous e-waste in developed countries. Any recycler selected agrees to provide documentation defining the downstream disposition, including hazardous e-waste handled by intermediaries. Documentation will include management methods and final disposition of hazardous e-waste that ensures the protection of public health and the environment both here and abroad. All hazardous e-waste handled by recycling and/or reuse entities will be restricted in international markets as follows:



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- (1) Electronic products in working, usable order may not be marketed internationally as commodities or whole units for reuse.
- (D) All departments shall work cooperatively to further the purposes of this policy.

### **Definitions**

For purposes of this Board Policy relative to electronic products the following terms shall be defined as:

**Bio-Accumulative Pollutants** - are chemicals that accumulate in the environment over time. For example, heavy metals such as mercury and lead are bio-accumulative pollutants because minute traces of these elements can collect in human tissue. Similarly, some bio-accumulative pollutants concentrate in fish and can become even more concentrated in humans who eat contaminated fish. As a result, the pollutants could create potentially harmful reproductive, developmental, hormonal, or other human health effects.

**Electronic Product** - Electronic products are devices powered by electricity or a battery that has a printed circuit board or video display attached. Examples include: televisions, computers, computer peripherals and components, hard drives, CD/DVD drives, printers, facsimile machines, copiers, telephone equipment, stereo equipment, cellular phones and wireless devices.

**End-of-Life Management** - Incorporating provisions that provide for environmentally sound reuse, recycling, and/or disposal of electronic products.



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**Environmentally Preferable** - Products which are designed for improved environmental and human health, promote energy efficiency and improve user health, ensure safe and environmentally-sound end-of-life management, and are manufactured responsibly.

**Environmentally Responsible** - Having the objective of designing, manufacturing and/or recycling a product so that the environmental impacts are minimized or avoided.

**E-Waste** - An electronic product that has reached the end of its useful life and is being discarded by the user.

**Recycle** - The practice of taking electronic products which are no longer usable and disassembling the components - such as plastic, glass, and metals - which are then recovered and used to manufacture new products.

**Reuse** - The practice of taking used electronic products or components of electronic equipment which are in good repair and not obsolete and finding another user (outside of the County).

**Reuse Agent** - Groups such as schools or non-profit organizations that reuse components such as memory, disk drives, circuit boards and microprocessor chips.

**Take Back** - Requiring the manufacturer to take back electronic products after their useful life for environmentally sound reuse, recycling, and/or disposal of computers.

### Related Policies

None.



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### Related Forms and Information

None.

### History

Date	Changes Made
2/10/2014	Policy Uploaded. (Kyle Larson)
2/28/2006	Policy Adopted. <a href="#">View legislative file.</a>