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Waste Electrical and Electronic Equipment Recycling Policy

Department:	ESG
Policy Owner:	ESG Manager
Approved Date:	January 2024
Date for Renewal:	January 2025
Version Number:	1.0



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1.1 Purpose of policy:

The Waste Electrical & Electronic Equipment (WEEE) Regulations aim to reduce the quantity of waste electrical and electronic equipment (WEE) incinerated or sent to landfill sites, and increase its reuse, recovery, and recycling.

- Recycling and reusing unwanted electrical or electronics can help save the planet, boost the economy, and improve lives. Not only that, electrical and electronic equipment (EEE) contains materials, parts and substances which can be dangerous to the environment and harmful to human health if not disposed of correctly.

1.2 Statement of intent:

To align with government regulations and SMI's adopted zero to landfill approach to waste. Extending beyond the waste generated at our head office and distribution center but ensuring our customers (business to business) can safely and securely recycle, recover, or repurpose their waste.

1.3: General Requirements:

When purchasing a new electrical, electronic or battery item from SMI, at the end of the product's life cycle you can contact your Customers Experience Specialist to arrange for this item to be collected for recycling. The items you wish to return and recycle do not have to have been originally purchased from us, but they must be of an equivalent like-for-like type and size to the new product you are buying. Once you have made your new purchase, please arrange for your old item with your receipt, sales order number or purchase order to hand and contact SMI.

Please make sure the item you are returning is clean and dry and does not represent a health or safety hazard when handling.

The below charges will be incurred by the customer:

- 1) An approximate cost of £9.95 collection fee will be incurred. *Please note the cost is subject to change.* (if you send this back by your own shipping method then this charge won't be added.)

1.4 How to arrange the return:

Please contact the Customer Experience Team which you will find under your login on www.my-smi.com, or email sales@smigroupuk.com or call 01428 658333.

1.5 What can I recycle?

Anything with a plug, battery or cable can be recycled or reused. The materials from recycled electricals can be used in everything from children's playgrounds to lifesaving equipment, while donated tech can help bridge the digital divide.

You will find this symbol on all your electrical items. It is a reminder to recycle your old electricals, rather



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than them reaching landfill.



1.6 Additional Information:

- Discover more about the impact of reusing and recycling your electricals here: Recycle Your Electricals campaign. <https://www.recycleyourelectricals.org.uk/>
- Waste Electrical and Electronic Equipment (WEEE) is regulated by the UK Government. Find out more here. <https://www.gov.uk/guidance/regulations-waste-electrical-and-electronic-equipment>
- If you need to recycle any other appliances yourself, visit Recycle Your Electricals Locator, or contact your local council to locate your nearest recycling site for waste electricals. <https://www.recycleyourelectricals.org.uk/electrical-recycling-near-me/>
- The third-party recycling facilities SMI works with is Race Recycling. <https://www.racerecycling.co.uk/>

1.7 Signature:

Elizabeth Mellor

Elizabeth Mellor
ESG Manager

1.8 Version Control:

Version:	Detail:	Approved by:	Date:
1.0	First Issue following policy introduction and annual reviews	Blake Prisgrove	January 2024