IWAI/EDP/IMP.Inst/11/08
Date: 06.04.2016

-: Circular:-

Subject: E-Waste Management and Handling.

In the instructions received from Central Pollution Control Board with regard to E-Waste Management and Handling, it has been informed that E-Waste (the used Electrical & Electronic Equipment's intend for discard) is to be channelized to registered recyclers or dismantlers for environmentally sound recycling. The records of such channelization of E-Waste should be maintained in the Form 2 (copy enclosed). List of dismantlers or recyclers is also available at CPCB website www.cpcb.nic.in.

Copy of instruction along with Form 2 enclosed for implementation.

(Jayesh Kandwal)
Dir. (IT)

To,
1. CE(P & M)
2. Hy. Chief
3. Regional Director (Patna/Kolkata/Guwahati and Kochi)
4. CAO
5. A.S(A & E)
The Ministry of Environment, Forest & Climate Change has notified the E-Waste (Management & Handling) Rules, 2011 (vide Gazette Notification Number S.O. 1125 (E), dated 14th May, 2010) to ensure that E-Waste (the used Electrical & Electronic Equipments intended for discard) is channelized to registered recyclers or dismantlers for environmentally sound recycling.

As per the provision of said Rules, most of the offices/departments/institutions/industries under your Ministry fall in the category of Bulk Consumers of Electrical & Electronic Equipment (EEE) and have the responsibility of channelizing the E-Waste generated to authorized collection centers or registered dismantlers or recyclers to the producers through take back services provided by them. Further, records of such channelization of E-Waste should be maintained in Form 2 (Copy enclosed) and such records should be made available for scrutiny by the State Pollution Control Boards (SPCBs)/Pollution Control Committees (PCCs) concerned whenever they ask for it. List of Registered Dismantlers/Recyclers is available at CPCB website www.cpcb.nic.in.

It is requested that steps may be taken to ensure that E-Waste generated from offices/departments/institutions/industries under your Ministry is channelized as specified above to ensure environmentally sound dismantling/recycling of E-Waste. Further, in order to ensure effective implementation of E-Waste (Management & Handling) Rules, 2011, departmental purchase of EEE may be restricted to only those Producers which have valid authorization from Pollution Control Boards/Pollution Control Committees.

With kind regards,

Yours sincerely,

(Arun Kumar Mehta)

Shri Rajive Kumar
Secretary,
Ministry of Shipping,
Transport Bhawan, Sansad Marg,
New Delhi-110001
**FORM - 2**

[See rules 4(8), 5(5) and 9(5)]

**FORM FOR MAINTAINING RECORDS OF E-WASTE HANDLED/GENERATED**

Quantity in Metric Tonnes (MT) or Kilograms (Kg) per year

|   | Name & Address:  
Producer /Collection  
Centre/Dismantler/  
Recycler/ Bulk consumer* |
|---|---|
| 2 | Date of Issue of  
Authorization*  
Registration * |
| 3 | Validity of Authorization*/  
Registration* |
| 4 | Types & Quantity of  
e-waste handled/ generated  
Category                           ।  Quantity  
Item Description |
| 5 | Types & Quantity of  
e-waste stored  
Category                           ।  Quantity  
Item Description |
| 6 | Types & Quantity of  
e-waste sent to authorized  
collection centre/ registered  
dismantler or recycler  
Category                           ।  Quantity  
Item Description |
| 7 | Types & Quantity of  
e-waste transported*  
Name, address and contact  
details of the destination |
| 8 | Types & Quantity of  
e-waste refurbished*  
Name, address and contact  
details of the destination of  
refurbished materials |
| 9 | Types & Quantity of  
e-waste dismantled*  
Name, address and contact  
details of the destination |
| 10 | Types & Quantity of  
e-waste recycled*  
Types & Quantity of  
materials recovered  
Item Description  
Quantity  
Name, address and contact  
details of the destination |
| 11 | Types & Quantity of  
waste treated & disposed  
Category                           ।  Quantity  
Item Description |

* Strike off whichever is not applicable