

Properly-handled electronic waste can and should be recycled. This means valuable resources can be re-used and not left to waste in the landfill. Removing electronic waste from your landfill helps protect the environment and community health from dangerous materials contained in the e-waste.

The **Electronics Products Recycling Association (EPRA)** is Manitoba's industry steward for electronic waste. They provide instructions on how to collect, store and transport electronic waste safely.

General categories of materials accepted include:

- desktop computers
- portable computers
- computer peripherals (such as keyboards, mouse, cables, etc.)
- desktop printers
- personal or portable audio/video systems
- vehicle audio/video systems
- home theatre in-a-box systems
- non-cellular telephones
- countertop microwave ovens
- floor standing multi-function devices (such as printers/copiers)

A full list can be found on the EPRA website: <https://www.recyclemyelectronics.ca/mb/what-can-i-recycle/>

## 1. REGISTRATION

There are two standard options for electronic waste. If your community generates enough e-waste to warrant a year-round collection depot, you will want to register with EPRA Manitoba to receive a rebate for the electronic waste shipped out. The second option is to hold a collection event in the community once or twice a year, in which case no rebate is provided by EPRA but you are able to remove the e-waste from your community and keep it out of the landfill.

### Option 1: Collection Depot

Contact the EPRA office and they will provide a standard collection site document.

There is no charge to become a depot and EPRA will pay for the materials collected based on weight as long as collection standards are met, which will be confirmed by an on-site visit.

### Option 2: Collection Event

EPRA will pick up electronic waste from any location that has a minimum of 5 pallets. Pallets must be stacked with electronics to a height of 3-4 feet tall and the community must have equipment to load pallets onto a transport trailer.

EPRA will not provide a rebate for the tonnage collected but will cover the costs of transporting the electronic waste out of your community.

## 2. COLLECTION & TRAINING

Electronic waste and associated products are not appropriate for “curbside” pick up at residences and, as a best management practice, community members should deliver them to a collection site.

**Program specific training is provided by EPRA Manitoba.** This training includes basic instruction on stacking e-waste products during storage and requirements for securing a load properly for shipment.

## 3. STORAGE & EQUIPMENT

Storage must be weatherproof and secure from unauthorized access. Heated storage is not required.

Electronics should be stacked on pallets and shrink-wrapped to ensure stability during storage and transport. A standard pallet is 48”x 40”. A properly stacked pallet should be approximately 60” high. For communities with all-weather road access the storage footprint may be less than one-year storage.

To maximize transportation efficiency, a full 53-foot semi-trailer load is preferred. This equals 20-24 pallets or a storage footprint of approximately 450 square feet.

Required equipment at your landfill includes:

- Pallets to stack the e-waste on (either wood or plastic pallets will work). Pallets must be in good shape and be able to support loads up to 230 kg. A standard pallet is 48” x 40”.
- Pallet jack, forklift or skid steer to move and load pallets onto truck (provided by site operator)
- Shrink wrap for wrapping electronic waste materials. Shrink wrap can be purchased from any shipping supply company, such as Shippers Supply Inc or Staples.

## 4. TRANSPORT / REMOVAL

Material must be shipped in accordance with EPRA requirements that ensure load security. A standard shipping document (supplied by transporter) is required.

## 5. RECORD KEEPING

EPRA does not require records documenting amounts of e-waste diverted. However, site operators should retain the shipping document for the load of e-waste removed from the community to reconcile with program compensation payments.

## 6. INSURANCE REQUIREMENTS

All EPRA Collection Sites will possess:

- Valid permits, approvals and other business licenses as required to operate in the jurisdiction; and
- Comprehensive or Commercial General Liability Insurance including coverage for bodily injury, property damage, complete operations and contractual liability with combined single limits of not less than \$1 million per occurrence, \$1 million general liability.

EPRA does not need to be named as on the Certificate of Insurance for General Liability coverage, which can include multiple sites.

## 7. CONTACT INFORMATION

### **Electronic Products Recycling Association (EPRA) Manitoba**

Telephone: (204) 415-5947 | Toll free: 1-888-567-4535

Email: [info@recyclemyelectronics.ca](mailto:info@recyclemyelectronics.ca)

Website: [www.recyclemyelectronics.ca/mb](http://www.recyclemyelectronics.ca/mb)

## E-WASTE COMMUNITY EXAMPLE - PEGUIS FIRST NATION

In the spring of 2018, staff at the Peguis First Nation landfill took training to manage electronic waste for recycling.

They registered as a collection depot with the Electronic Products Recycling Association.

A year later, in the summer of 2019, the first full semi load of e-waste stacked and wrapped on pallets was shipped to Exner E-waste Processing in Elie, Manitoba, for recycling.

By spring 2020, Peguis had shipped out 11,440 kg of electronic waste to be recycled.



Loading e-waste



Packing e-waste



Registered as an e-waste depot