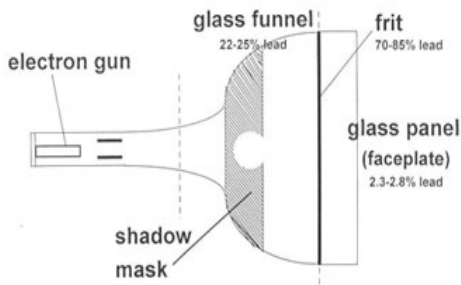


# CSULB

## ELECTRONIC WASTE HANDLING AND DISPOSAL PROCEDURES

Most computer users are unaware of the toxic contents of their computers. A Cathode Ray Tube (CRT), often called a “picture tube” is found in computer monitors, televisions, camcorders, and other electronic devices. A

### CRT Components



standard computer monitor contains approximately 8 pounds of lead. This toxic metal is utilized to line the glass in the cathode ray tube in order to shield the user against radiation exposure.

Minute amounts of mercury, a highly regulated toxic metal can be found in some of the computer’s printed wiring boards, switches, relays, and batteries. Cadmium compounds,

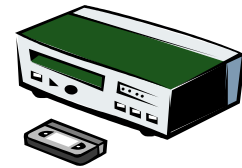
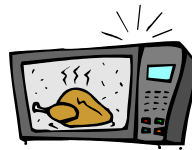
metals suspected as persistent carcinogens in the state of California, are utilized in the computer’s batteries, wiring boards, and plastic stabilizers.

Toxic metals are also found in the circuit boards of other Consumer Electronic Devices (CED) such as microwave ovens, VCRs, DVD/CD players, stereo equipment, cell phones, printers, cordless phones, and electronic lab equipment. If these devices are disposed of in a municipal landfill, they can potentially contaminate the soil which can lead to a costly contamination of our water supplies.

California Code of Regulations, Title 22, Division 4.5, Sections 66273.3, & 66273.6 adopted by the California Department of Toxic Substances ban the disposal of CRTs and CEDs in municipal landfills.

The following items are all considered hazardous electronic wastes:

- Computers and computer monitors
- Televisions
- Flat Screens
- Microwave Ovens
- Photocopiers
- Fax machines
- Electronic Typewriters
- Calculators
- Laboratory Equipment
- Video Monitors
- VCR’s, DVD Players/Recorders
- Telephones and telecommunications equipment
- Audio Equipment



## Electronic Waste Disposal Procedures

In order to expedite the disposal of electronic waste generated at CSULB, Safety and Risk Management (SRM) advises following these procedures:

1. Obtain a **Property Survey Request Form** located on the CSULB website under the heading “Property Management” via the Financial Management Procedures and Forms page that is located within the Division of Administration and Finance. The link to the web page is listed below:  
<http://daf.csulb.edu/forms/financial/index.html>
2. Fill out Property Survey Request form completely. Any questions on the form should be directed to the Property Management Office at ext. 54880. Fax completed form(s) to Property Management at ext. 57555 or mail form(s) to Property Management Office located at mailstop #5802.
3. Once the survey has been reviewed by Property Management and the electronic equipment has been removed from the university database, the requestor will be contacted by Property Management. A date will be then given as to when the equipment may be brought to the receiving warehouse for staging.
4. If any assistance is required to transport the electronic equipment to the staging area, than a work order will be required by Facilities Management in order to have the university Movers transport the equipment. To establish a work order for this assistance please contact the Facilities Management Customer Service Desk at ext. 54357. Please be aware that your department will be billed for the Mover’s time spent collecting and transporting the equipment.
5. After the equipment is dropped off at the staging area, SRM will manage the electronic waste according to universal waste guidelines as outlined in Title 22, California Code of Regulations.

