



# Guidelines for Management of End-of-Life ASUSTeK Electronic Products

## Introduction

These Guidelines for end-of-life management of ASUSTeK products provide consistent guidance and guiding principles for the all of ASUSTeK's end-of-life management channels globally. The intent of these guidelines is to create the framework around the end-of-life management infrastructure that manages ASUSTeK-brand electronic equipment after initial use and ownership. It is the responsibility of ASUSTeK contractors to support and implement these guidelines.

## 1. Local and International Environmental, Transportation, and Health and Safety Regulation Compliance

The entire disposition channel, including downstream intermediaries, shall meet all applicable environmental, transportation, and health and safety regulations. As well, all vendors managing ASUSTeK end-of-life products and materials derived therefrom meet safety, labor, and environmental standards found in developed nations.

## 2. Maximum Reuse and Recycling

ASUSTeK seeks to maximize re-use and refurbishment opportunities. Where recycling is the most viable option then ASUSTeK's end-of-life vendors will seek to minimize the use of processes that result in landfill and incineration of end-of life electronics. Waste from the refurbishment & reuse process will be managed in accordance with the same standards for recycling required in the recycling process.

## 3. Audits and Documentation

ASUSTeK reserves the right to conduct audits and assessments of all vendor and subcontractor sites and operations used for handling, storage, or processing of end-of-life ASUSTeK products or materials. These audits may be conducted by ASUSTeK or an auditor selected by ASUSTeK.

All vendors that handle and/or manage ASUSTeK end-of-life products for recovery, reuse, refurbishment, and/or recycling must make available records and information related to the ASUSTeK audit and assessment process and must supply copies of records, proof of compliance with applicable laws, proof of compliance with ASUSTeK's Standards, and relevant information to ASUSTeK at least once each calendar year, and upon request from an ASUSTeK-authorized representative.

## 4. Transboundary Shipment of Hazardous wastes, as internationally defined in the Basel Convention.

For ASUSTeK end-of-life vendors shipping materials to a developing nation (non-OECD country), any required permits or consents for trans-boundary shipments must be secured before shipment. Hazardous or regulated materials shall not be exported from developed countries to developing countries.

**Definitions:**

*for purposes of these Guidelines*

**End-of-Life Vendors:** All vendors managing ASUSTeK products after return from first use or reuse, through to the End-of-Life Electronics' final disposition

**End-of-Life Electronics:** Any electronic product or part that may be redeployed for reuse, may be refurbished for reuse (via resale or donation), may no longer be used as intended, or that contains material that will be recycled or processed in order to reclaim a substance for further use.

**Environmentally Sensitive Material:** Substances of environmental concern, as defined by legal requirements, specific market demands, or by the following criteria:

- Substances with hazardous properties that are a known threat to human health or the environment;
- Substances with hazardous properties that show strong indications of significant risks to human health or the environment;
- Substances with hazardous properties that are known to bio-persist and/or bio-accumulate in humans or the environment.