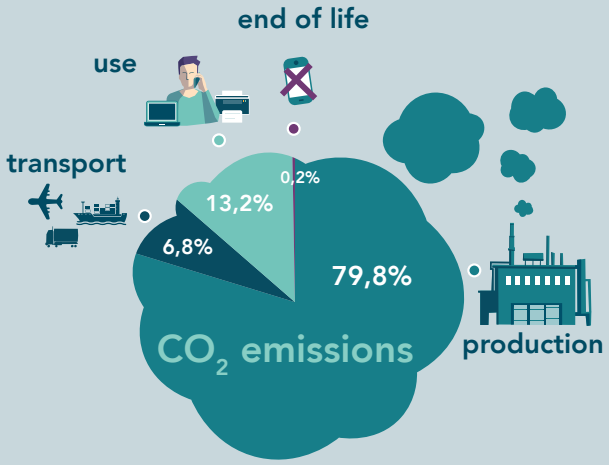
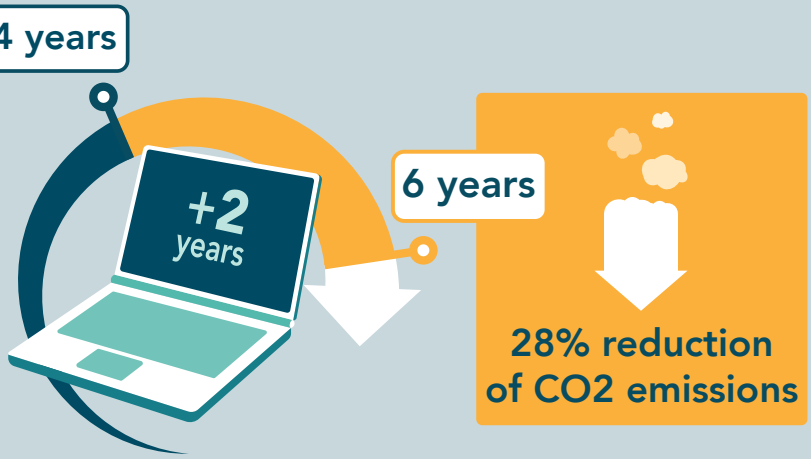
CIRCULAR USE OF ICT HARDWARE
within the organisation

The main impact is in the production phase ▶ **Best strategy is product life extension** ▶ **Less CO2 emissions and e-waste**





REDUCE

Thorough maintenance

Use screen protectors, laptop bags, covers… clean hardware regularly.

Policy change for use of hardware

- Sharing: internally or among organisations.
- Extension of standard lifespan, *e.g. a laptop can be used for at least 6 years.*
- Rent/Lease? Note: the usage time of leased devices is often shorter!

REUSE

Decide on a new purpose for a 2nd, 3rd, 4th life

a) Donate/sell second hand (to external people or your own employees).
b) Reuse within your organisation by employees with lower-level needs.
c) Reuse by befriending organisations with lower-level needs.
d) Donate (through NGO) to international charity. Note: extra CO2 emissions from transport.

Important: Consider secure data wiping & ask for guarantees to avoid dumping e-waste!

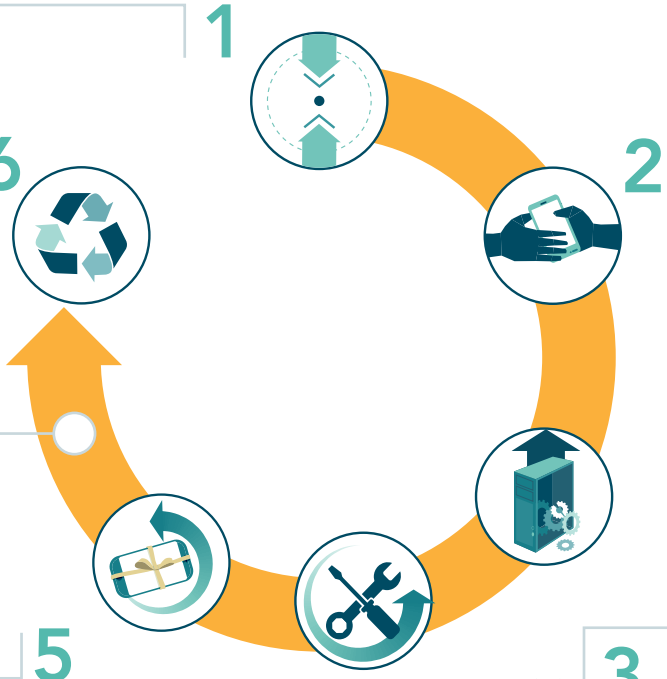
RECYCLE

Aim for a higher collection rate

List all devices in 1 database.

Work in partnership with a recycling firm or take hardware to Recupel collection stations.

Recover spare parts before disposal ▸ step 4



UPGRADE

Buy high-performing spare parts

Do not hastily consider buying new hardware.

REPAIR

Use spare parts

How to repair?

- In-company: by the ICT service. Use iFixit manuals for extra help.
- External: use the services of a repair firm or the supplier/leasing company.

REFURBISH

Have your hardware refurbished

Devices can also be remanufactured.
Or buy refurbished devices.

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