

This Registry Procedure is incorporated by reference into the Electrical and Electronic Equipment (EEE) Regulation made under the *Resource Recovery and Circular Economy Act, 2016*.

The EEE Regulation requires EEE producers to meet management requirements based on the weight of EEE they supply into the Ontario market. Producers must meet their EEE management requirements by working with processors and refurbishers who meet the standards required by this Procedure for information technology, telecommunications and audio visual equipment (ITT/AV) and lighting.

Section 1 – ITT/AV Processing and Refurbishing Standard

Section 2 – Lighting Processing Standard

It is the intention of the Registrar to review this procedure on a regular basis beginning in 2021, in a public consultation process with registrants and other interested parties.

Section 1 – ITT/AV Processing and Refurbishing Standards

Sustainable Electronics Recycling International (SERI) publishes the R2 Standard which applies best practices for safe and sustainable reuse, repair, and recycling of electronic equipment, components, and materials.

Effective January 1, 2021, producers using EEE processors or refurbishers to meet their management requirements for ITT/AV can only do so with EEE processors or refurbishers who meet the R2v3 Standard or are in transition from the R2 Standard to the R2v3 within the applicable timelines permitted by SERI.

The R2 Standard and the R2v3 Standard, including how to become certified, can be found on the [SERI website](#).

As of January 1, 2021, any refurbisher of ITT/AV who does not meet the applicable R2 or R2v3 Standard, may satisfy this requirement by retaining documents to demonstrate they can meet the criteria in Appendix A.

In 2021, it is the intention of the Registrar to develop parameters that will determine whether a refurbisher is required to meet either:

1. the applicable R2 or R2v3 Standard; or
2. retain documents to demonstrate they can meet the criteria in Appendix A

The parameters and the date they will come into effect will be developed in a public consultation process with registrants and other interested parties.

It is the responsibility of producers to ensure the processors and refurbishers they rely on to meet their management requirements for ITT/AV adhere to this Procedure.

Section 2 – Lighting Processing Standard

Effective January 1, 2023, to the extent to which a producer meets its lighting management requirement through the processing of mercury-containing lighting, it must do so using an EEE processor of lighting that meets the requirements set out in the document entitled Program Requirements for Mercury-Containing Lamps Recycling Processors, published by the Recycling Council of Ontario. The document is available on the [RCO Take Back the Light website](#).

It is the responsibility of the producers to ensure the processors of mercury-containing lighting that they rely on to meet their management requirements for lighting adhere to this Procedure.

Date	Revisions
Published July 15, 2020	N/A

Appendix A – EEE Refurbishing Criteria for Document Retention

Refurbishing organizations shall maintain documented procedures for processing all ITT/AV products, to:

- 1.1. Ensure that all parts and components used in the refurbishing processes are system compatible.
- 1.2. Ensure that all software and firmware are properly licensed.
- 1.3. Test all products and verify proper functioning prior to remarketing.
- 1.4. Ensure remarketed items are adequately packaged to protect from damage during transport.
- 1.5. Provide a minimum 30-day warranty for the repair or replacement of all remarketed product, excluding consumable items such as batteries, toners, fusers, etc.
- 1.6. Ensure end-of-life products and components are processed through an approved recycler.