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STELLENBOSCH  
UNIVERSITY

## Finance Policy: Recycling of Printer Cartridges

<b>Type of Document:</b>	Policy
<b>Purpose:</b>	This policy sets out the financial rules and regulations that are applicable to the recycling of printer cartridges.
<b>Approved by:</b>	Finance Committee
<b>Date of Approval:</b>	2009/05/04
<b>Date of Implementation:</b>	2009/05/04
<b>Date of Next Revision:</b>	As required
<b>Date of Previous Revision(s):</b>	None
<b>Policy Owner<sup>1</sup>:</b>	Chief Operating Officer
<b>Policy Curator<sup>2</sup>:</b>	Chief Director: Finance
<b>Keywords:</b>	Recycling, Recycling Printer Cartridges, Printer Cartridges
<b>Validity:</b>	In case of differences in interpretation the English version of this policy will be regarded as the valid version.

SU Policies are available at [www.sun.ac.za/policies](http://www.sun.ac.za/policies)

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<sup>1</sup> Policy Owner: Head(s) of Responsibility Centre(s) in which the policy functions.

<sup>2</sup> Policy Curator: Administrative head of the division responsible for the implementation and maintenance of the policy

#### 4.13 PRINTER CARTRIDGES

**Scope:** This policy sets out the financial rules and regulations that are applicable to the recycling of printer cartridges.

**Policy:**

As part of the University's commitment to conserving the environment, all printer cartridges shall be recycled and no printer cartridges may be sold. Stellenbosch University (SU) has been participating in the Hewlett-Packard (HP) recycling programme since 2006. The following collection points have been set up within SU:

- FHARGA
- GERGA
- HUMARGA
- NARGA
- Division: Purchasing and Provision Services

Departments are requested to make use of these collection points as far as is possible. However, departments may also register on HP's website and manage their recycling themselves. More information about the recycling programme can be obtained at <http://www.hp.com/hpinfo/globalcitizenship/environment/recycling/product-recycling.html>