

GENERAL

Waste electrical equipment includes the following:

- Screens, monitors and devices with screens larger than 10 cm x 10 cm.
- Lamps and luminaires (with permanently installed LED bulbs, if applicable)
- All types of electrical appliances "with cable and plug", whether small appliances (coffee machine, water heater, hot plate, heat gun) or large appliances (refrigerator, dishwasher, washing machine, centrifuge, drying cabinets).
- Information and telecommunication technology equipment (fax machines, telephones, mobile phones)
- All types of (electrical) cables and socket strips or multiple plugs.

Due to the factual proximity to electrical waste disposal, metal waste is collected together with electrical waste. Metal waste of the most diverse metals are more or less valuable recyclables and it is worthwhile to collect them separately, even in small quantities.

WEEE does not include all types of light sources, i.e. energy-saving lamps, fluorescent tubes, halogen lamps, light bulbs and LED light sources that are not permanently installed.

SPECIAL REGULATIONS

- **Batteries and rechargeable batteries**, if present, must be removed from the old electrical appliances before disposal - as far as possible - and disposed of separately in the used battery collection.
- In the case of printers, please remove the **toner cartridges** and dispose of them separately. For more details, see Toner cartridges.
- **Hard drives containing confidential data** should be removed from computers or laptops if possible and sent separately for data media destruction.
- **Please check** whether a **request for disposal** must be submitted to the Asset Accounting Department of Freie Universität Berlin before disposing of a device.

DISPOSAL OPERATIONS

The collection of waste electrical equipment in the buildings takes place in cage boxes or specific rooms. It is best to contact your caretaker or your department or institute administration and, in the case of computers etc., the IT officers. If you cannot find out where to hand in your old electrical equipment, please contact the Sustainability & Energy Office, [Special Disposal Team](#). In most cases, the equipment will be stored temporarily until it is worth disposing of.

The disposal process is commissioned by the Sustainability & Energy Office, [Special Disposal Team](#), according to the needs and requests of the caretakers or administrations. This is done by means of the special disposal form or by e-mail to Sonderentsorgung@FU-Berlin.de or by telephone via Tel. +4930 838 52655.

REVENUES FROM WASTE SEPARATION AND RECYCLING

According to the Electrical and Electronic Equipment Act (ElektroG), all waste electrical equipment may not be disposed of with residual waste. (ElektroG), all waste electrical and electronic equipment may not be disposed of with the residual waste. Instead, they must be prepared for reuse in an initial treatment plant or freed from harmful substances and recycled. Currently, this is done by the company Kath Hasenfuß Recycling GmbH and we even receive proceeds for the recyclable metals.