



**INDIANA E-CYCLE**  
**COLLECTOR ANNUAL REPORT**  
**DUE APRIL 1**

State Form 54481 (R3 / 2-15)  
 Indiana Department of Environmental Management

Indiana Department of Environmental Management  
 Office of Pollution Prevention & Technical Assistance  
 100 North Senate Avenue  
 MC 13-36, IGCN 1225  
 Indianapolis, Indiana 46204-2222  
 Telephone: (800) 988-7901  
<http://www.in.gov/idem/recycle/2373.htm>  
 Indiana E-Cycle e-mail: [E-Cycle@idem.IN.gov](mailto:E-Cycle@idem.IN.gov)

*This annual report is a requirement of the Indiana Electronic Waste (E-Waste) Law (IC 13-20.5-3-3) for collectors participating in Indiana E-Cycle. All collectors registered with Indiana E-Cycle must complete an annual report even if they did not collect any covered electronic devices (CEDs) during the program year. A collector in Indiana E-Cycle is defined as any entity (public or private) that receives covered electronic devices (CEDs) from, or collects CEDs directly from, Indiana covered entities (households, small businesses, and public schools) and arranges for the delivery of the CEDs to a recycler.*

*Collector program years are from January 1 – December 31. This report covers the previous program year and is due April 1.*

*Please submit this annual report to IDEM's Office of Pollution Prevention and Technical Assistance via e-mail or mail, utilizing the addresses listed above. If you have any questions, please call (800) 988-7901.*

**FOR IDEM USE ONLY**

THIS SECTION FOR IDEM USE ONLY

Program Year \_\_\_\_\_ Date Received \_\_\_\_/\_\_\_\_/\_\_\_\_\_

**SECTION A: E-WASTE COLLECTOR INFORMATION**

|   |  |  |                                |
|---|--|--|--------------------------------|
| Name of Collector   |  | Collector is also registered as a (check all that apply):<br><input type="checkbox"/> Recycler <input type="checkbox"/> Manufacturer |                                |
| Street address (number and street)                              |  | City/State/ZIP Code  | Indiana county (if applicable) |
| Name of primary contact   |  | Job title  |                                |
| E-mail address  | Telephone number with area code (office) | Telephone number with area code (cell)   |                                |
| Mailing address: Street address (if different from above)       |  | Mailing address: City/State/ZIP code (if different from above)   |                                |
| Name of additional contact                                      |  | Job title  |                                |
| E-mail address  | Telephone number with area code (office) | Telephone number with area code (cell)   |                                |
| Mailing address: Street address (if different from collector's) |  | Mailing address: City/State/ZIP code (if different from collector's)   |                                |

**SECTION B: COLLECTION EFFORTS**

Collectors participating in Indiana E-Cycle are required under IC 13-20.5-3-3 to report the total pounds of covered electronic devices (CEDs) they collected during the program year and to list all recyclers to which they delivered CEDs. Only CEDs collected from Indiana covered entities (Indiana households, small businesses, and public schools) should be reported. In order to accurately track CEDs claimed by manufacturers as collected and recycled on their behalf, IDEM asks that collectors break down their reporting into quarters of the calendar year.

The term CED includes the following items:

- Video display devices (televisions or computer monitors, including laptops, netbooks, notebooks, tablets, and e-readers, that contain a cathode ray tube or flat panel screen with a screen size that is greater than four inches measured diagonally)
- Computers (i.e., computer towers)
- Fax machines
- Peripherals including keyboards, external hard drives, printers, mice, and any other device that is sold exclusively for external use with a computer and provides input into or output from a computer  
 An all-in-one printer/copier/scanner or a projector can be considered a peripheral provided that item is designed to be used exclusively with a computer.
- DVD players (including gaming systems that are able to play DVDs)
- Video cassette recorders
- Digital photo frames
- Digital media players
- iPods/MP3 players
- Camcorders/Cameras
- DVR/TiVo devices (including cable boxes and satellite boxes but not satellite dishes)
- Portable GPS navigation systems

The term CED does not include cell phones, white goods, typewriters, calculators, or stereo equipment. It also does not include any electronics accepted from entities other than Indiana households, small businesses, and public schools.



## SECTION C: ADDITIONAL INDIANA COLLECTION EFFORTS - OPTIONAL (CONTINUED)

4. In order for IDEM to gain a better understanding of the impact of the Indiana E-Waste Law, please check the boxes that represent the financial impact of the program for your organization. Please answer based on the impact during the program year for which you are reporting. (*check all that apply*)

### Program's impact on costs of recycling for the collector

- Collector's cost of recycling remained unchanged.
- Collector's cost of recycling was increased.
- Collector's cost of recycling was reduced.
- Collector's cost of recycling was completely eliminated.

### Program's impact on costs of collection for the collector's customers

- Collector continued to not charge customers to collect their e-waste.
- Collector previously charged customers, but is now able to collect their e-waste free of charge.
- Collector continued to charge customers the same amount to collect e-waste.

Collector charged the following amount(s) to collect the following item(s):

- Collector increased what it charges customers to collect their e-waste.

Collector charged the following amount(s) to collect the following item(s):

- Collector reduced what it charges customers to collect their e-waste.

Collector charged the following amount(s) to collect the following item(s):

5. Indicate the type of collection sites operated by this collector during the program year (*check all that apply*)

- Permanent collection site(s).
- Regularly scheduled collection event(s). How frequently are these event(s) held?
- Special collection event(s). Indicate type of event(s) (e.g., Earth Day, city clean-up, etc.).
- Manufacturer mail-back program. Indicate name of manufacturer(s):

## SECTION D: CERTIFICATION OF COMPLIANCE WITH INDIANA'S E-WASTE MANAGEMENT RULE

Collectors must document compliance with Indiana's E-Waste Management Rules (329 IAC 16) for each registered collection site. The E-Waste Management Rules apply to any entity in Indiana that collects, brokers, stores, recycles, resells, dismantles, or demanufactures e-waste. These rules outline the storage, operating, training, disposal, and closure requirements for operating as an e-waste storage and processing facility in Indiana. An entity that does not meet any of the exemptions under 329 IAC 16-3-1 must register as an e-waste storage and processing facility with IDEM. Inspections may be conducted by IDEM to verify exemptions claimed below.

Compliance with the rules is satisfied by one of the following:

- Collection site is a registered Indiana e-waste storage and processing facility.
- Collection site is exempt from registering under 329 IAC 16.
- Collection site is not physically located in Indiana.

*Check the box that certifies the compliance status with Indiana's E-Waste Management Rules (329 IAC 16).*

- Collection site is a registered Indiana e-waste storage and processing facility under 329 IAC 16.  
E-waste storage and processing facility registration number: \_\_\_\_\_
- Registration under 329 IAC 16 for this collection site is pending; a registration form has been submitted to IDEM.
- Collection site is exempt from registration requirements under 329 IAC 16.  
Please indicate which of the following exemptions applies to the collection site:
  - The facility is storing less than twenty-three (23) tons of e-waste on-site at any given time.
  - The facility is storing e-waste for less than five (5) days at a time.
  - The facility holds a valid permit under Indiana's hazardous waste management facility rules (329 IAC 3.1), solid waste land disposal facility rules (329 IAC 10), or solid waste processing facility rules (329 IAC 11).
- Collection site is not physically located in Indiana.

## SECTION E: SIGNATURE AND CERTIFICATION STATEMENT

By submitting this document, I hereby certify that the collector listed on this report form has complied and will continue to comply with the requirements of Indiana Code 13-20.5 (Indiana E-Waste Law).

Name (*typed or printed*)

Title (*typed or printed*)

Signature

Date signed (*month, day, year*)

*Please submit the completed and signed Indiana E-Cycle collector annual report by April 1 via e-mail: [E-Cycle@idem.IN.gov](mailto:E-Cycle@idem.IN.gov) -OR- mail to:*

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