



GREENTEC®
Recycling Services

Greentec Services



Asset Recovery and Recycling Services

Since 1994, Greentec has built a solid reputation as a leader in asset recovery and recycling services.

ISO 14001 Certified
MOE Approved

Greentec Asset Recovery and Recycling Services

When it comes to IT assets, End-of-Life should not mean End-of-Value

IT equipment represents a significant investment in your company. Besides the initial cost outlay as well as maintenance and upgrades, those old PCs, laptops, and servers hold important company data.

Unfortunately, that equipment also represents an environmental hazard. Computers are filled with compounds of mercury, lead, arsenic, and even hexavalent chromium. Thus, federal and local governments have made the dumping of such e-waste illegal.

Handing this material over to just anyone is not an option. You need to work with a government-certified professional partner who can offer the greatest value return on your IT investment, secure your corporate data, and protect the environment.

Greentec's Asset Recovery and Recycling Services help you recover the remaining value of your old IT equipment, while protecting corporate data and complying with strict environmental legislation.

Established in 1995, Greentec provides secure collection, recovery, and recycling services for used IT and telecommunications equipment. Our full range of services includes collection, sorting and testing, audit reporting, refurbishing, and recycling. We handle:

- Servers
- Computers
- Laptops
- Printers
- Print Cartridges
- Media tapes
- Hard drives
- Data Switches
- Cell phones and PDAs
- Electronic Waste

Our industry-leading Production Ready process tests and re-certifies products and components, making them available for reuse. We also purchase overstock IT assets, making Greentec your first choice for disposing of used electronics.

Realize the Key Benefits

Value Recovery

Recover the maximum value from your end-of-life IT assets. Greentec handles the process of sorting, testing, and auditing your used IT equipment, making it available for recycling and reuse.

Information Security

Rest assured knowing that your corporate data will never end up in the wrong hands. Greentec removes company asset tags and overwrites hard drives using a multi-pass random data process that completely wipes all traces of your corporate information in accordance with Department of National Defence standards.

Environmental Compliance

Ensure regulatory compliance and promote good corporate citizenship. Greentec's ISO 14001 and Ministry of the Environment certified processes meet federal and provincial regulations requiring e-waste to be diverted from landfills and recycled in an environmentally responsible manner.

Accurate Reporting

Track your asset's disposition from shipment to payment. Greentec compiles a detailed electronic Audit Report listing items received, their condition, and their recovery value.

Web Access

Stay involved in every phase of the asset recovery process. Greentec provides you with a secure web portal through which you can fully manage your account, review Audit Reports, arrange shipments, and monitor order status.

Greentec provides a full range of e-waste services and collection events for corporate customers, as well as fundraising opportunities for schools and non-profit organizations. Contact Greentec today to realize the full potential of recycling IT assets and electronics through our Asset Recovery and Recycling Services.

Key Service Components

Greentec Asset Recovery and Recycling Services comprise three key components:

- Collection
- Processing
- Audit Reporting

Collection

Step 1

Contact Greentec to place a return order at 1.888.858.1515.

Step 2

20 or fewer pieces: Pack your end-of-life IT equipment and ship it to Greentec's. If required, you may purchase shipping supplies from Greentec.

More than 20 pieces: Greentec can arrange on-location consolidating, packing, and shipping of your equipment to occur during normal business hours. Packing and shipping is included in the service.

Step 3

Track and manage your account through Greentec's secure web portal.

Processing

Upon receipt of your equipment, Greentec will:

- 1) Identify and scan each item.
- 2) Capture and record:
Asset type (server, PC, laptop, printer, monitor, other)
Make and model
Serial number (optional)
- 3) Inspect for cosmetic condition (good or damaged) and remove asset tags.
- 4) Test each item. We boot computers to the operating system and sanitize hard drive data. We power-up printers and perform a basic page test. We also power-up monitors to ensure basic functionality and inspect for burn marks.

Items that pass all tests are marked Good (G). Material that is incomplete or that does not pass cosmetic and functional testing is classified as Recycle (R) and is harvested for parts before being recycled in compliance with environmental regulations.



Audit Reporting

Greentec provides customers with an electronic Audit Report. The report includes a detailed list of all items received, their condition, and value. At any time you may view your order status, Audit Reports, Settlement Reports, and account information on our secure web portal.

You will receive an electronic copy of the Settlement Report along with a Certificate of Recycling and data destruction within 15 business days from the time Greentec receives the shipment.

Greentec will provide a Settlement Report and issue payment based for the recovery value of material within 30 days from the time of receipt (Canada and US only) for accounts with a minimum net value of \$50. (International shipments may take longer.)

Please note the following Customer Responsibilities

Greentec will not return equipment to the customer once it has been picked up.

Customers are responsible for:

1. Removing passwords from all equipment prior to shipment
2. Backing up all data and records
3. nsuring that items returned are non hazardous electronics
4. Providing Greentec or its representative with access to the equipment at scheduled time of pick
5. Ensuring that the items shipped are assembled and complete

If the customer fails to comply with these conditions, Greentec is not obliged to provide the services described above. In addition, the customer may incur additional fees and expenses resulting from losses incurred by Greentec.

For additional information see Greentec's Terms and Conditions.