



Code of Good Practise for Retailers of Household EEE

A Retailer (Distributor) must comply with the Waste Management (Waste Electrical and Electronic Equipment) Regulations 2005, S.I. No.340 of 2005

1. Retailers must ensure that all Electrical and Electronic Equipment (EEE) sold from 13th August 2005 is imported or manufactured by a producer registered with WEEE Register Society. Producers must quote their registration number on all invoices, credit notes, and dispatch and delivery dockets to Retailers
2. Retailers that import directly from outside the Republic of Ireland must register with the WEEE Register Society as a Producer and either join a compliance scheme or self-comply with the Regulations.
3. Retailers must clearly display the visible environmental management costs (vEMC) to be labelled "Producer Recycling Fund contribution", where the Producers have applied this to products, on any invoice, receipt or docket issued at the point of sale of EEE.
4. In response to requests for pricing information, Retailers must quote the full retail price inclusive of the PRF contribution for all EEE products.
5. From 13th February 2006:
 - The full retail price inclusive of VAT and PRF
 - The Producer Recycling Fund (printed in full) Contribution
 - The price inclusive of VAT, exclusive of the PRF

Must be shown separately where EEE is displayed for sale, e.g. shelf-talkers, catalogues etc. The full retail price must not be less prominent than the price exclusive of the PRF and the PRF contribution

6. Retailers are obliged to take back WEEE free of charge on a one for one equivalent basis from private household customers purchasing new EEE as follows:
 - For in-store purchase and take away, WEEE may be returned free of charge up to 15 days from the date of purchase
 - When delivering EEE, a minimum of 24 hours notice should be given to the purchaser who should have WEEE disconnected from the mains and ready for collection. If less than 24 hours notice of delivery has been given the retailer is obliged to arrange its collection within 15 days of delivery and give 24 hours notice for this collection.
 - WEEE not ready for collection can be returned to the Retailer free of charge within a maximum of 30 days from date of delivery

7. Retailers must ensure household customers are informed of the return and collection systems for WEEE available to them and in writing the last date on which WEEE can be returned free of charge in-store following purchase of EEE. This information can be made available in leaflet or till receipt format
8. Retailers must display a notice bearing details of the relevant environmental management costs fixed within 1 metre from point of sale as per Part 2 for the Fourth Schedule of the Regulations. This notice must include and should be headed by the following statement:

"The prices of these items include a contribution to a producer recycling fund to ensure that waste electrical and electronic equipment is collected and recycled in a responsible manner"

This notice must not be less than 40x30cm, printed in black indelible ink with a Times New Roman font size of at least 32 or equivalent and line space of at least 1.5 lines on a white background

9. Retailers should ensure take back facilities in-store are signposted and staff are trained to deal with take-back and WEEE queries
10. Where alternative consumer take back facilities have been agreed with the Local Authority, a sign on yellow background indicating this must be fixed within 1 metre of each entrance to the Retailer's premises as specified in Part 1 of the Fourth Schedule of the Regulations
11. Retailers must register with their Local Authority for authorisation to bring WEEE taken back in store to their local Civic Amenity Site at pre-agreed times. This registration also exempts them from requiring waste storage and transport permits up to prescribed limits.
12. Retailers may not transfer WEEE to any person or persons except licensed recovery operators operating on behalf of a Producer of Approved Body, or a Civic Amenity site

Please note this information leaflet is issued by WEEE Ireland as a service to retailers/distributors and should be read as a guideline only. For full regulatory compliance detail please refer directly to the Waste Management (Waste Electrical and Electronic Regulations) 2005. For further information about WEEE and the regulations, visit www.weeeireland.ie, www.epa.ie and [www.viron.ie](http://www.environ.ie)