RenovaTech – Environmental Policy

Version: 1.0
Last Updated: November 2025
Location: Victoria, Australia

1. Purpose

This Environmental Policy outlines RenovaTech's commitment to environmentally responsible IT asset disposal, sustainable operations, and compliance with Australian environmental laws. RenovaTech aims to minimise e-waste, reduce landfill contributions, and promote a circular economy.

2. Scope

This policy applies to:

- All RenovaTech operations and facilities

- All employees, contractors, and partners

- All IT asset collection, transport, refurbishment, recycling, and disposal activities

- All electronic equipment received from clients

3. Environmental Commitment

3.1 Reducing Environmental Impact

RenovaTech is committed to:

- Minimising landfill waste

- Maximising reuse and refurbishment of equipment

- Recovering valuable materials where possible

- Managing hazardous waste safely

3.2 Regulatory Compliance

RenovaTech complies with:

- **Environment Protection Act 2017 (VIC)**

- **Environment Protection Regulations 2021 (VIC)**

- **AS/NZS 5377:2013 E-Waste Management Standard**

- Local and national waste handling regulations

3.3 Continuous Improvement

RenovaTech proactively seeks:

- Better recycling technologies

- More sustainable processes

- Reduced emissions and waste

- Higher re-use and donation rates

4. Responsible E-Waste Management

4.1 Sorting & Assessment

All devices are sorted into:

- Reusable/refurbishable

- Parts recovery

- Hazardous materials

- End-of-life electronics for recycling

4.2 Approved Recycling Partners

RenovaTech works only with:

- EPA-licensed recycling facilities

- Accredited downstream processors

- Partners providing transparent recycling processes

4.3 Hazardous Materials Handling

Hazardous items such as lithium batteries, CRT monitors, and damaged electronics are:

- Stored safely

- Handled by trained staff

- Transported according to regulations

- Processed using approved disposal methods

5. Refurbishment & Reuse Practices

5.1 Functional Testing

Reusable assets undergo:

- Hardware diagnostics

- Component replacement if needed

- Cleaning and sanitisation

- Secure data wiping

5.2 Ethical Resale

Refurbished devices may be resold to:

- Businesses

- Individuals

- Schools

- Non-profits and community organisations

5.3 Donation Initiatives

RenovaTech supports digital inclusion by donating suitable equipment to approved charities and community groups.

6. Waste Reduction Strategies

RenovaTech reduces waste by:

- Minimising packaging

- Reusing packaging when possible

- Recycling internal cardboard, plastics, and metals

- Encouraging bulk pickups to reduce fuel usage

7. Transport & Logistics Sustainability

Our sustainability practices include:

- Efficient route planning

- Consolidated pickup scheduling

- Maintaining fuel-efficient vehicles

- Exploring hybrid/electric vehicles as we grow

8. Energy & Resource Conservation

Inside facilities, RenovaTech:

- Prioritises energy-efficient equipment

- Minimises unnecessary electricity use

- Encourages responsible water usage

- Reduces paper usage by favouring digital documentation

9. Staff Responsibilities

All staff are expected to:

- Follow this Environmental Policy

- Complete environmental awareness training

- Handle hazardous materials safely

- Support waste sorting and recycling processes

10. Supplier & Partner Requirements

RenovaTech requires all partners to:

- Follow Australian environmental laws

- Provide transparent reporting

- Avoid unsafe e-waste export practices

- Handle hazardous materials properly

Non-compliant partners may be removed.

11. Environmental Objectives

RenovaTech sets goals to:

- Increase reuse and refurbishment rates

- Reduce landfill contributions

- Improve recycling performance

- Increase donation and reuse programs

12. Policy Review

This policy is reviewed:

- Annually

- When regulations change

- When new technologies or processes become available

13. Contact Information

RenovaTech – Environmental Compliance Officer
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