



**ENVIRONMENTAL  
HEALTH & SAFETY**

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## **Hazardous Material Fact Sheet Computer and Electronic Equipment Disposal**

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Computers can contain sensitive information; therefore, you must call the IT Help Desk (554-4357) when you want to surplus a computer.

In addition, computer components and other electronic equipment often contain small amounts of regulated heavy metals. Examples of this include: leaded glass in computer monitors and lead solder on circuit boards. The Nebraska Department of Energy and Environment (NDEE) regulates material containing lead and other heavy metals as hazardous waste (universal waste). Therefore, none of these materials can be thrown in the normal trash.

Once all confidential material is removed from the computer or electronic equipment the material can be recycled. The Board of Regents policies require all UNO property, including unwanted and/or broken computer parts and electronic equipment, to be properly disposed. This is done by managing the items as surplus property.

You can dispose of surplus computers and electronic equipment by first calling the ITS Help Desk (402) 554-4357 to have the computer's hard drive cleaned and then completing the form on eSHOP to have the computer and any other electronic equipment picked up.

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Please call 402.554.3596 or  
email [uno.ehs@nebraska.edu](mailto:uno.ehs@nebraska.edu) with any questions