

Dear Distributor,

**RE : Waste Electrical and Electronic Equipment (WEEE Collection, Treatment and Recycling**

We recently sent you a letter 1<sup>st</sup> April 2008 regarding the communication of BF Engineering Services Ltd (BFES) unique WEEE Producer Registration Number by your company to your customer when distributing our BFES “Wexiodisk” EEE. We are now writing to further explain our proposed system for the recovery, treatment and recycling of Business to Business (B2B) WEEE under the UK WEEE Regulations.

From the 1<sup>st</sup> July 2007 the financing aspect begins for B2B obligated Producers such as ourselves to treat, recycle and dispose of EEE (Electrical and Electronic Equipment) in an environmentally sound manner when it reaches end of life.

The obligation falls with BFES for picking up the end of life disposal costs of WEEE relating to all “Wexiodisk” EEE placed on the market after August 13<sup>th</sup> 2005 (referred to as “**New**” EEE) no matter whether we have sold direct to a Business End User or whether the Business End User purchased the EEE from you as one of our distributors. Every item of Wexiodisk WEEE that BFES is responsible for has a unique serial number which is recorded by BFES before despatch to the end user or distributor.

For “Wexiodisk” EEE placed on the market before 13<sup>th</sup> August 2005 (referred to as “**Historic**” EEE) the disposal cost and responsibility rests with the Business End User and not ourselves. The only exception to this is when the Business End User is actually replacing “**Historic**” EEE with “**New**” EEE thus placing the cost of disposal of the “**Historic**” WEEE on the Producer of the replacement equipment on a one-for-one like-for-like basis.

This means that our company potentially has a responsibility to treat and recycle other manufacturer’s “**Historic**” WEEE when you as one of our distributors are selling “**New**” BFES “Wexiodisk” EEE and replacing old other manufacturer’s “**Historic**” EEE but only on a like for like one for one basis.

All WEEE whether it be “**New**” or “**Historic**” from the 1<sup>st</sup> July 2007 must be sent at end of life for treatment and recycling at an Approved and Authorised Treatment Facility (AATF) and Evidence Notes must be gained from the AATF to show that this has happened. Under the WEEE Regulations it should be noted that WEEE must be returned at end of life as whole appliances and should not have been stripped for parts before a request for collection is made.

The system we envisage for the return of BFES “Wexiodisk” EEE from Business End User premises at end of life is for you as one of our distributors to offer to collect BFES “Wexiodisk” obligated WEEE when delivering our new equipment. Then through our chosen WEEE producer compliance scheme, Comply Direct Ltd, “BFES” will arrange

for the collection of obligated WEEE from your bulking locations. The WEEE will firstly be assessed for re-use as this is a priority under the WEEE Regulations before being transported to an AATF for treatment and recycling.

Given that the treatment, recycling and disposal costs of WEEE at AATFs is a significant burden to “BFES” it is important that there is a verification procedure in place to check that all WEEE coming back to ourselves is indeed “BFES” obligated WEEE which may not necessarily be the case when “Historic” WEEE is concerned.

As part of this verification process, business end users or yourselves will be required to complete an online WEEE Collection Request Form via the Comply Direct website at [www.Wexiodisk.co.uk](http://www.Wexiodisk.co.uk) BFES will verify the details being entered into the form before a collection is arranged.

We do hope that you will be able to assist us with the collection of business end user WEEE as per the above.

If any of the above is unclear then please do not hesitate to contact us to discuss further.

Kind regards  
Yours faithfully

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For and on behalf of BF Engineering Services Ltd.

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