

## Notice of 60-day Open Application Period for Covered Electronic Recyclers

The Connecticut Department of Energy and Environmental Protection ("CT DEEP") hereby announces its plan to open the application period for all prospective electronics recyclers interested to become a Connecticut-approved Covered Electronic Recycler ("CER") pursuant to section 22a-638-1(b)(2)(A) of the Regulations of Connecticut State Agencies ("RCSA"), and for existing CERs to renew their approval.

The CT DEEP commissioner has prescribed new application forms to apply to become a CER or renew an existing CER approval. These new forms are posted on the CT DEEP's web site under [Recycler Information](#). CT DEEP will only accept the newly prescribed application forms for review.

**The application period will be open for 60 days, beginning on Monday, December 15, 2014 and ending at the close of business on Friday, February 13, 2015.**

The purpose of opening the application period annually is to:

- 1) seek applications from prospective recyclers that want to apply to become a CER under the [State-wide Electronics Recycling Program](#);
- 2) maintain a competitive marketplace to ensure a high level of service to the public and municipalities and to ensure that CER prices are consistent with prevailing rates charged in the industry; and
- 3) seek renewal applications including proposed reimbursement fees from existing CERs.

### **For Prospective Recyclers:**

Please note that it is critical that each applicant closely reads and follows the instructions provided by CT DEEP to ensure each application is complete with ALL of the required information. CT DEEP encourages recyclers to submit their application materials as early as possible after the application period opens, but not later than the deadline of February 13, 2015. It is not anticipated that any applicant or CER will be able to revise their submission or proposed reimbursement fees after this deadline. An informational meeting will be held on December 17, 2014 at the CT DEEP offices at 10am EST, and all prospective applicants are encouraged to participate by phone. Interested parties should dial 866-712-2081 and enter passcode 1754584.

Please note below the partial list of common deficiencies identified in previous submissions to CT DEEP from prospective recyclers:

- 1) Not following the instructions provided by CT DEEP
- 2) Missing detailed descriptions of activities including process flow (chart(s)) that identifies ALL upstream collection points and ALL downstream partners that a CER plans to work with to recycle or dispose of CEDs or components of CEDs;
- 3) Missing or incomplete Attachment D forms for certain recycling or disposal facilities that receive "materials of concern", especially for downstream partners;
- 4) Missing detailed descriptions of waste or residue generated from recycling processes;
- 5) Missing evidence of minimum insurance coverage (including Commercial General Liability and Pollution Legal Liability), closure plan and financial assurance, as applicable, especially for downstream partners; and
- 6) Missing Compliance History information on the CER and upstream or downstream partners, as applicable.

### **For Existing CERs:**

During this application period, all [currently approved CERs](#) interested in renewing their approval, shall submit a renewal application including proposed reimbursement fees. The application form (for becoming a new or renewing CER) that is posted on the CT DEEP's web site under [Recycler Information](#) functions as the renewal

application for existing CERs. Supporting documentation is not required to be resubmitted for existing CERs. Follow the instructions for completing a renewal application.

Renewal applications allow for only one potential change: proposed reimbursement fees. All other changes to an existing CER approval must be made through the modification process in accordance with RCSA section 22a-638-1(b)(8)&(9). Modifications are processed separately from renewal applications.

**Fees for Recycling and Separation:**

All prospective and renewing applicants must submit proposed reimbursement fees in accordance with RCSA sections 22a-638-1(b)(3)(H)&(I) during the 60 day open application period. Any prospective or existing CER may be denied or have its approval revoked based on the reimbursement fees proposed during this open application period.

For additional information including recycler application forms and detailed application instructions, please visit CT DEEP's website at [www.ct.gov/dep/e-waste](http://www.ct.gov/dep/e-waste) or contact Mark Latham via email at [mark.latham@ct.gov](mailto:mark.latham@ct.gov) or by phone at 860-418-5930.