



# education

Department:  
Education  
**PROVINCE OF KWAZULU-NATAL**

**To :** Dr. S.N.P. Sishi  
Head of Department  
KwaZulu-Natal Department of Education

**From:** Ms. M. Thusi  
Senior Manager  
Information Technology Services

**Subject: POLICY ON THE MANAGEMENT OF THE ACQUISITION AND DE-COMMISSIONING OF ELECTRONIC EQUIPMENT (e-Waste)**

## OBJECTIVE

The objective of this communiqué is to seek the Head of the Department's approval of the policy on the Management of the acquisition and de-commissioning of electronic equipment (e-Waste) in the KwaZulu-Natal Department of Education.

## BACKGROUND

The KwaZulu-Natal Department of Education is the largest consumer of information technology (IT) resources for administrative functions, and information and communication technologies (ICT) for the management and support of curriculum via e-Learning. Expenditure on these items contributes to the largest spend of the department's operational budget and has therefore to be managed prudently to get maximum benefit. The acquisition and use of electronic equipment which include cathode ray tube (CRT) display monitors, ink and toner cartridges, Lithium ion battery packs etc. contribute immensely to high levels of waste electrical and electronic equipment (WEEE) and electronic waste (e-waste). Because of the hazardous nature of some chemicals found in both WEEE and e-waste, these materials should never be burnt in incinerators or 'waste-to-energy' facilities, or dumped in landfill sites, as this ultimately pollutes water supplies, damages the soil; and can cause serious illnesses attributed to certain cancers. It therefore becomes critical that WEEE and e-waste are disposed in the environmentally friendliest of ways

The Information Technology Directorate has done an audit to assess the WEEE and e-waste generated within the KwaZulu-Natal Department of Education. It was found that large quantities of obsolete electronic equipment, namely CRT computer monitors, personal computers (PCs), printers, landline telephone receivers, cellular telephone handsets, photocopiers and facsimile machines, are stored throughout the department's offices (head, district, circuit and schools). Stored quantities will range from a few dozen up to 15 000 pieces. PCs are generally replaced after 3 to 5 years. Printers, photocopiers, phones and facsimile machines are generally used for longer and are replaced after 5 to 7 years. Cellular telephones phones are replaced very quickly after 1 to 2 years.

## RECOMMENDATION

In the light of the background above it is recommended that the Head of the Department approves the policy.

Page 1 of 2

**POLICY ON THE MANAGEMENT OF THE ACQUISITION AND DE-COMMISSIONING OF ELECTRONIC EQUIPMENT (e-Waste)**

**KWAZULU-NATAL DEPARTMENT OF EDUCATION**

**Postal Address:** Private Bag X9137 • Pietermaritzburg • 3200 • Republic of South Africa

**Physical Address:** 228 Pietermaritz Street • Pietermaritzburg • 3201

**Tel.:** +27 33 846 5102 • **Call Centre:** +27 0860 596 363 • **Fax.:** +27 33 8465168 • **Email:** Mbali.thusi@kzndoe.gov.za • **Web:** www.kzneducation.gov.za

...dedicated to service and performance  
beyond the call of duty



# education

Department:  
Education  
PROVINCE OF KWAZULU-NATAL

Ms. N. Thusi  
Senior Manager: ITS

31 July 2013  
Date

Supported / Not Supported  
Comments:

The policy will assist in the management of e-waste and provide guidelines for the donation of computers

Mr. M. J. Dlamini  
General Manager: SM & OT

1/8/2013  
Date

Recommended / Not Recommended  
Comments:

Dr. S. Z. Mbokazi  
Senior General Manager: Corporate Management

2/8/13  
Date

Approved / Not Approved

Comments:

Approved

Nkosinathi S.P. Sishi, Phd  
Head of Department: Education

2013 / 08 / 19  
Date