

Information Technology Use & Disposal



Please select one option

Select all that apply:*

We do not adjust power management settings on IT equipment

We have enabled sleep mode on all office machines, including fax machines, copiers and printers after 5 minutes of non-use

We have collaborated with our IT group to ensure that turning off our equipment will not cause technical problems or delays

We have collaborated with our IT group to make sure that turning off office equipment will not interfere with maintaining remote access to the servers

We have made sure all our employees are aware of these measures

Not applicable

How does your office dispose of IT equipment?*

We are unsure of how to properly dispose of our IT equipment (or e-waste)

We use some sustainable solutions to dispose of IT equipment

We use the U of T Swap Shop to dispose of IT equipment that is still functional

We have looked into available e-waste disposal programs and have developed our own IT disposal process

Not applicable

BONUS: We have performed or implemented an IT use and disposal related action not mentioned here but we believe deserves recognition.

No

Yes

If yes, please feel free to describe your additional office initiative.