



Sustainable Practices

Printer Cartridge Reuse

USC

EH&S Fact Sheet
March 2006



ENVIRONMENTAL
HEALTH & SAFETY

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Why reuse printer cartridges ?

There are hundreds of printers in use at USC that generate thousands of spent toner and ink-jet cartridges.

There's an alternative to throwing out spent cartridges: recharging them with new toner or ink. Manufacturers can rebuild used toner cartridges with new drums and other essential parts.

Non-degradable plastic cartridges are potentially destined for landfills. **But when you recycle the used ones and buy re-manufactured cartridges**, you prevent waste from accumulating in landfills. As an added incentive, purchasing re-manufactured cartridges will often cost less than purchasing new "virgin" cartridges.

What cartridges can be reused?

All ink jet and laser cartridges should be collected for reuse.

Ink jet cartridges

To recycle your laser toner cartridges:

1. Select a location for an ink jet cartridge collection box.
2. Place empty ink jet cartridges into the box.
3. When the box is full, tape it shut. Then contact FedEx Ground (number can be found on the label) for a prepaid pickup.
4. Contact EH&S to request more boxes at <http://capsnet.usc.edu/ehs/>. In the comments section of the "Request Hazmat Pickup" form, request a new collection box for ink jet cartridges.

Toner cartridges

To recycle your laser toner cartridges:

1. Select a location for a laser toner collection box.
2. Place empty laser cartridges into the box.
3. When the box is full, tape it shut. Then contact FedEx Ground (number on the box) for a prepaid pickup.
4. Contact EH&S to request more boxes at <http://capsnet.usc.edu/ehs/>. In the comments section of the "Request Hazmat Pickup" form, request a new collection box for toner cartridges.

Additionally: Many companies, such as HP, now include a return shipping ticket with the purchase of a new toner cartridge. For manufacturer specific instructions, refer to their web pages for instructions.

EH&S Fact Sheets are intended for facilitating safety discussions in your department. Post the monthly topic on your departmental bulletin board.