

**REGULATION N°.....OF..... GOVERNING THE
MANAGEMENT OF WASTE FROM ELECTRICAL AND ELECTRONIC EQUIPMENT
IN RWANDA**

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REGULATION N°.....OF..... GOVERNING THE MANAGEMENT OF WASTE FROM ELECTRICAL AND ELECTRONIC EQUIPMENT IN RWANDA

The Regulatory Board;
Pursuant to Law n° 09/2013 of 01/03/2013 establishing Rwanda Utilities Regulatory Authority (RURA) and determining its mission, powers, organization and functioning,

Pursuant to Law n°48/2018 of 13/08/2018. on environment,

Pursuant to Law n°24/2016 of 18/06/2016 governing Information and Communication Technologies, especially in article 130 (6°);

Pursuant to Law no 22/2012 of 15/06/2012 determining the publication, notification and commencement of official acts;

Having reviewed the Regulation n° 002 of 26/04/2018 governing e-waste management in Rwanda,
Based on the discussions made during the consultative meetings respectively held on

Upon due consideration and deliberation in its meeting of.....;

ADOPTS:

CHAPTER ONE: GENERAL PROVISIONS

Article One: Purpose of this Regulation

The purpose of this Regulation is to provide the framework for the development, implementation, monitoring and evaluation of extended producer responsibility schemes by producers to ensure the effective and efficient management of waste electrical and electronic equipment (“WEEE”). The priority products covered by this Regulation are listed in Annex **XX**.

Article 2: Interpretation

In this Regulation, any word or expression to which a meaning has been assigned in the Regulation bears that meaning and, unless the context otherwise indicates –

Regulatory Authority means the Rwanda Utilities Regulatory Authority (“RURA”);

Brand owner means a person, category of persons or company who makes and/or sells any product under a brand label;

Collection means the mixing, bulking and sorting of wastes and interim storage at an approved site or facility for hazardous wastes and other wastes as well as waste generated in small quantities;

Collector means a natural or legal person or organisation that picks up or accepts discarded electrical and electronic equipment from a consumer;

Collection centre means a centre established individually or jointly by a registered society or a designated agency or a company or an association to undertake waste electrical and electronic equipment collection operations;

Collection service fee means the agreed fee payable to the collector through the extended producer responsibility scheme;

Consumer means any natural or legal person who acquires and uses electrical and electronic equipment individually or collectively;

Electrical and electronic equipment (EEE) means equipment which is dependent on electric currents or electromagnetic fields in order to work properly and equipment for the generation, transfer and measurement of such currents and fields and designed for use with a voltage rating not exceeding 1000 volts for alternating current and 1500 volts for direct current;

Environmental Audit means a type of evaluation intended to identify environmental compliance and management system implementation gaps, along with related corrective actions;

Environmental Impact Assessment means a tool used to assess the significant effects of a project or development proposal on the environment;

Environmentally sound management means taking all steps required to ensure that waste electrical and electronic equipment is managed in a manner which shall protect human health and the environment against any adverse effects, which may result from hazardous substances being contained in such waste;

Established producer means any natural or legal person that is constituted as such to carry out actions as a producer of electrical and electronic equipment since before the entry into force of this Regulation;

Extended producer responsibility management plan for waste electrical and electronic equipment (WEEE) means an instrument that must be designed and implemented by producers of electrical and electronic equipment organised in individual or collective management systems (producer responsibility organisations), with the support of retailers and with the participation of other actors that are part of these systems, within the framework of extended producer responsibility;

Free-rider means any producer of electrical and electronic equipment who benefits from the actions or efforts of another producer, in relation to the framework of extended producer responsibility without fully complying with the obligations of this Regulation;

Generator means any natural or legal person whose activities or activities under his or her direction generates waste electrical and electronic equipment if that person is not known, the person who is in possession or control of that waste electrical and electronic equipment;

Importer means any natural or legal person who, as a producer, imports or moves new or used electrical and electronic equipment from one country to another, and including but not limited to the one that first places said equipment into the market;

License means a legal document issued by the Regulatory Authority, which authorizes the licensee to carry out the activity of managing waste electrical and electronic equipment;

Licensee means any natural or legal person licensed to engage in waste electrical and electronic equipment collection and transportation, dismantling and refurbishment and recycling activities including the recycling of the entire product or assemblies or components, who processes such as to recover useful materials of which processing activities may include appropriate depollution steps aiming at the removal of hazardous substances and components present in waste electrical and electronic equipment and its subsequent proper treatment or disposal;

Manufacturer means any natural or legal person who, as a producer, is involved in the making or manufacture of electrical and electronic equipment, either domestically or in another country, but having a legal presence in the country;

New producer means any natural or legal person who is constituted as such to carry out actions as a producer of electrical and electronic equipment after the entry into force of this Regulation;

Producer means any natural or legal person who introduces or causes to be introduced new and used electrical and electronic equipment into the market by sale, donation, gifts, inheritance or by any such related methods regardless of the sales technique used, including distance communication and electronic sales, manufacture, distribution, importation, assembly and remanufacture of electrical and electronic equipment;

Producer responsibility organisation means a not-for-profit or profit organisation that is established by producers to support the implementation of their extended producer responsibility obligations either individually or collectively;

Put on the market means the first entry into Rwanda of new or used electrical and electronic equipment for the purpose of immediate consumption, sale, donation or any other use;

Recycling means any operation by which waste materials are reprocessed into products, materials or substances whether for the original or other purposes;

Refurbisher means any natural or legal person involved in the repair, dismantling and re-assembly of electrical and electronic equipment;

Refurbishment means the restoring of old electrical and electronic equipment to a functioning condition which must be available for reuse and which must restore its original function in order to extend its working life;

Regulatory Board means the supreme organ of management and decision-making of the Rwanda Utilities Regulatory Authority;

Rwanda Inspectorate, Competition and Consumer Protection Authority (RICA) means the authority (“RICA”) in charge of the registration of electrical and electronic equipment producers and producer responsibility organizations;

Rwanda Standards Board means a public National Standards Body whose mandate is to develop and publish National Standards, carry out research in the areas of standardisation, and to disseminate information on standards, technical regulations related to standards and conformity assessment, metrology for the setting up of measurement standards, among others,

Take-back means the process of returning or repossessing used electrical and electronic equipment from the consumer to the producer or their representatives;

Transportation means an operation by which waste is transported in appropriate and authorized vehicles, which ensure the least possible risk and road impact, from the source of generation, collection points, collection centres or storage places, to the facilities of a licensed recycler, to carry out the other stages of waste electrical and electronic equipment management;

Transporter means any natural or legal person who collects and mobilizes waste electrical and electronic equipment, through the means of transportation;

WEEE Manager means a collective term used to refer to collectors, transporters, dismantlers, refurbishers and recyclers;

Waste electrical and electronic equipment (WEEE) encompasses all discarded and disposed electrical and electronic equipment which is defined as equipment dependent on electric currents or electromagnetic fields, in order to work properly for the generation, transfer and measurement of such currents and fields;

Waste electrical and electronic equipment (WEEE) register means a unit hosted by the Rwanda Utilities Regulatory Authority (“Regulatory Authority”) for the purpose of effecting registration of all electrical and electronic equipment producers, recyclers and generators.

Article 3: Principles of management of waste from electrical and electronic equipment

1. **Circular economy:** a regenerative system in which resource inputs and waste, emissions, and energy leakage are minimised by slowing, closing, and narrowing energy and material loops which can be achieved through long-lasting design, maintenance, repair, reuse, remanufacture, refurbishment, and recycling and which is in contrast to a linear economy which is a take-make-dispose model of production;
2. **Extended producer responsibility:** producers and retailers have responsibility for the electrical and electronic equipment throughout its life cycle, including the post-industrial and post-consumer phases;
3. **Formalization of waste management activities:** all waste management activities carried out by individuals or associations must have the corresponding authorization in order to avoid unfair competition and ensure the environmentally sound management of waste electrical and electronic equipment.

Article 4: Scope of application

This regulation applies to every producer (manufacturer, importer, distributor, assembler and remanufacturer), retailer, collector, transporter, recycler, consumer and generator involved in putting on the market or consuming electrical and electronic equipment and collecting, transporting, refurbishing or recycling waste electrical and electronic equipment in Rwanda.

This Regulation applies to the identified electrical and electronic equipment that is put on the market (as categorised in Annex **XX**) and the WEEE arising from its use. Excluded from this

Regulation are identified products (as categorised in Annex **XX**) related to State security

CHAPTER II: LICENSING REGIME FOR WEEE MANAGERS

Article 5: Application for license

Any person carrying out activities related to WEEE collection, transportation, retailing, importation, dismantling, recycling, refurbishing shall hold an appropriate licence issued by the Regulatory Authority, under this regulation.

Article 6: Types of WEEE management licenses

The Regulatory Authority shall grant three (3) types of licenses:

- a. Collection and transportation license;
- b. Dismantling and refurbishment service license;
- c. Recycling service license.

Article 7: General requirements for license application

Any company or a cooperative seeking to carry out activities of collection, transportation, dismantling, refurbishment and recycling services submits the following:

- a. Application letter addressed to Director General;
- b. Application form filled by the applicant;
- c. A copy of domestic registration certificate or a legal personality for a cooperative;
- d. Bank slip of payment of application and license fees;
- e. An appropriate storage, dismantling, refurbishment, recycling facility;
- f. Head office of company or cooperative.

Article 8: Technical requirements of WEEE collection and transportation

The applicant for WEEE collection and transportation license meets the following technical requirements :

1. Have adequate equipment for collection and transportation as specified in E-waste standard;
2. Ensure segregation at source of WEEE with other types of solid waste and handled them separately in accordance with standard;
3. WEEE containers shall not be overfilled and shall be appropriately covered and labeled;
4. The containers shall be immediately replaced once they are worn out;
5. Have a collection point adequate to serve the geographical area and the volume of separated WEEE tonnage captured;
6. Provide a copy of an EIA certificate, if the applicant intends to construct a storage facility;

7. WEEE managers must adhere to international standards and best practices existing and recognized worldwide;

Article 9: Technical requirements of WEEE dismantling and refurbishing.

Any person who wishes to dismantle or refurbish WEEE shall:

1. Have an Environment Impact Assessment undertaken before establishing a WEEE facility;
2. An environmental Audit for existing facilities;
3. Have the state of the art facility complying with all the environmental standards in terms of emissions, effluents, noise WEEE treatment and disposal.

Article 10: Technical requirements for WEEE recycling

Any person who wishes to recycle WEEE shall:

1. Have an Environment Impact Assessment undertaken before establishing a WEEE facility;
2. An Environmental Audit for existing facilities;
3. Have the state of the art facility complying with all the environmental standards in terms of emissions, effluents, noise WEEE treatment and disposal.

In case the applicant fulfils all the requirements for license application, he/she shall get a response in a period not exceeding twenty (20) working days, from the date on which the application was submitted to the Regulatory Authority.

Article 11: Validity of license

A license for the provision of WEEE management services shall be granted for a period of five (5) years renewable.

Article 12: License renewal

The licensee shall apply for a license renewal within two (2) months before the expiration of the existing license, in submitting the following documents:

- a. Application letter addressed to the Director General;
- b. Copy of the existing license;
- c. Copies of vehicles registration certificate, insurance, motor vehicle inspection certificates and transport authorization for the vehicle to be used in WEEE collection and transportation;
- d. Bank slip of payment of regulatory fees for previous year.

Article 13: License application evaluation

Following the submission of the license application, the Regulatory Authority shall process the license application in accordance with licensing process and procedures prescribed herein. Any license application determined by the Regulatory Authority to be incomplete shall be

considered as a defective filing. Any license application from an applicant who has not made full payment of application fee shall be considered to be a defective filing until that payment is made.

Article 14: License application proceedings

The Regulatory Authority may, upon scrutiny of the application within fifteen (15) working days after the receipt of the application, notify and require the applicant to furnish such additional information or particulars or documents as considered necessary for the purpose of dealing with the application.

If the Regulatory Authority determines that the license application is complete, it shall grant a license within a period of fourteen (14) working days. The fourteen (14) days' period does not include time for applicant to respond or to be requested for additional information.

Article 15: License transfer

The transfers of licenses, including the direct or indirect sale, assignment, conveyance, lease or other transfer of assets or activities subject to a license to a different individual or institution shall be subject to a prior written approval of the Regulatory Authority.

Such approval shall be granted after consideration of the matter and if the proposed transferee meets all the conditions for granting the relevant license.

Failure to comply with such requirements shall lead to license suspension or revocation.

Article 16: License modification

A license modification proceeding may be initiated by the Regulatory Authority or by request of the licensee.

The Regulatory Authority may modify a license before its expiration when it determines that its modification is needed in order to respond to:

- a. Significant changes in the controlling laws or regulations, or significant court decisions that directly affect the license provisions;
- b. The inability of the licensee to comply with controlling license provisions due to events beyond licensee's control;
- c. Changes in the ownership or organizational status or shareholding structure of the licensee;
- d. Significant non-compliance by the licensee with current license provisions or other Regulatory Authority rules, decisions or orders.

Article 17: Revocation or suspension of the licence

The Regulatory Authority may revoke a license before its expiration due to:

- a. Licensee failure to comply with license terms and conditions;
- b. Licensee abandonment of license activities;
- c. Failure of the licensee to provide the Regulatory Authority with monitoring and reporting

data required by the license or failure to cooperate with the Regulatory Authority inspection and audits;

- d. Licensee submittal of false or deliberately misleading data or information to the Regulatory Authority, in response to the Authority's request or in response to the Regulatory Authority's monitoring reporting inspection or audit requirements;
- e. Licensee's failure to provide access to the Regulatory Authority inspection or audit of licensee's facilities and licensee records ;
- f. Bankruptcy, financial insolvency or liquidation of the company;
- g. Licensee's failure to pay the Authority's regulatory fees;
- h. If the issuance of the operator's licence was induced by a false representation of fact(s) by or on behalf of the licensed operator;
- i. To operate or provide the publicservice issued under this regulation hasbeen or is intended to be used for an unlawful purpose or that the original purpose for which the operator's licence was issued no longer exists.

Article 18: License fee

The license for WEEE management shall be issued upon the payment of the application and license fees as determined in Annex **XX** of this Regulation.

Article 19: Annual regulatory fee

The annual contributions to the functioning of the Regulatory Authority shall be paid by the licensee according to the Regulatory Board decision governing the matter.

CHAPTER III: POWERS AND OBLIGATIONS OF WEEE MANAGERS

Article 20: Responsibilities of the collector and the transporter

Any collector and transporter of e-waste shall:

- a) Ensure that the WEEE collected is stored in proper and secured manner until it is sent to the licensed dismantler or recycler;
- b) Ensure that no damage is caused to the environment and human health, during storage and transportation of WEEE;
- c) Keep records of the WEEE handled and make such records available for scrutiny upon request by the Regulatory Authority;
- d) Ensure WEEE is properly packed while being transported;
- e) Ensure the transporting trucks are appropriately and completely closed;
- f) Ensure WEEE is transported to the licensed WEEE management facility.

Article 21: Responsibilities of the dismantler and the refurbisher

Any dismantler and refurbisher shall:

- a. Ensure that no damage is caused to the environment and human health during dismantling and refurbishing of WEEE;
- b. Ensure that the facility and dismantling processes are in accordance with the national published standards;
- c. Ensure that dismantled WEEE is segregated and sent to the recycling facilities for recovery of materials;
- d. Ensure that non-recyclable/non-recoverable components are sent to the authorized treatment storage and disposal facilities;
- e. Maintain and keep records of the WEEE dismantled and make such records available for scrutiny upon request by the Regulatory Authority;
- f. Issue monthly certificates of managed WEEE to individual and collective extended producer responsibility schemes, in the format defined by the Regulatory Authority for this purpose in Annex XX;
- g. Submit quarterly WEEE management reports (Annex XX) to the procuring entities (producer responsibility organizations and individual producer responsibility schemes) and provide the monthly certificate of managed WEEE, the WEEE management license and the data on the management costs for each of the categories of EEE. A copy of the quarterly WEEE management report must be submitted to the Regulatory Authority for inspection purposes;
- h. The quarterly WEEE management reports must include a data sheet with information on the management costs in RWF/kg for each of the categories of EEE as contained in Annex XX, according to the quantities of WEEE processes, attaching supporting data (labour costs, energy costs, depreciation of machinery and equipment, other costs, net treatment cost, fractions with positive value, fractions with negative value, result of the positive or negative balance);
- i. Quarterly WEEE Management reports must be submitted by WEEE managers, within the first (10) days of the month following the reporting period to the individual and collective producer responsibility organisations and to the Regulatory Authority. Reports should be submitted taking into account Annex XX of this Regulation. The figures reported and the supports supplied must show the mass balance (that the weight of the WEEE reaching the WEEE Managers is equal to the sum of the weights of the materials and components of the managed WEEE that go to different destinations, plus the weight of what is stored to manage, minus between 0-5% losses);
- j. Using an independent, impartial and qualified third party, develop external annual technical and financial audits which must verify the WEEE management costs of the different categories of EEE;
- k. Generate reports of the internal technical and financial audits and receive reports of

external technical and financial audits;

- l. On an annual basis, send copies of the reports of the internal and external technical and financial audits carried out annually to the contracting entities (extended producer responsibility organizations and individual producer responsibility schemes), within three (3) months;
- m. Send a copy of the reports of the internal and external technical and financial audits to the Regulatory Authority for inspection purposes.
- n. Ensure that resultant WEEE is transferred to a licensed collection center or to licensed dismantlers;
- g. Ensure that the refurbished equipment meets the minimum standards set by the Rwanda Standards Board;
- h. Maintain and keep records of the WEEE refurbished and make such records available for scrutiny upon request by the Regulatory Authority.

Article 22: Responsibilities of the recycler

Any recycler shall:

- a. Ensure that the facility and recycling processes are in accordance with the standards published by the Rwanda Standards Board;
- b. Ensure that the recycling processes do not have any adverse effect on human health and the environment;
- c. Ensure that the residues generated thereof are disposed off in a hazardous waste treatment storage facility for disposal;
- d. Comply with the international rules for the import and export of WEEE and/or its components;
- e. Maintain and keep records of the WEEE recycled and make such records available for scrutiny upon request by the Regulatory Authority.
- f. Issue monthly certificates of managed WEEE to individual and collective extended producer responsibility schemes, in the format defined by the Regulatory Authority for this purpose in Annex XX;
- g. Submit quarterly WEEE management reports (Annex XX) to the procuring entities (producer responsibility organizations and individual producer responsibility schemes), with the contents required in this Regulation (Article XX), and also provide the monthly certificate of managed WEEE, the WEEE management license and the data on the management costs for each of the categories of EEE as defined in Article XX. A copy of the quarterly WEEE management report must be submitted to the Regulatory Authority for inspection purposes;
- h. The quarterly WEEE management reports must include a data sheet with information on the management costs in RWF/kg for each of the categories of EEE as contained in Annex

XX, according to the quantities of WEEE processes, attaching supporting data (labour costs, energy costs, depreciation of machinery and equipment, other costs, net treatment cost, fractions with positive value, fractions with negative value, result of the positive or negative balance;

- i. Quarterly WEEE Management reports must be submitted by WEEE managers, within the first (10) days of the month following the reporting period to the individual and collective producer responsibility organisations and to the Regulatory Authority. Reports should be submitted taking into account Annex **XX** of this Regulation. The figures reported and the supports supplied must show the mass balance (that the weight of the WEEE reaching the WEEE Managers is equal to the sum of the weights of the materials and components of the managed WEEE that go to different destinations, plus the weight of what is stored to manage, minus between 0-5% losses);
- j. Using an independent, impartial and qualified third party, develop external annual technical and financial audits which must verify the WEEE management costs of the different categories of WEEE;
- k. Generate reports of the internal technical and financial audits and receive reports of external technical and financial audits;
- l. On an annual basis, send copies of the reports of the internal and external technical and financial audits carried out annually to the contracting entities (extended producer responsibility organizations and individual producer responsibility schemes), within three (3) months;
- m. Send a copy of the reports of the internal and external technical and financial audits to the Regulatory Authority for inspection purposes.

Article 23: WEEE manager prohibitions

No person shall dispose of WEEE by:

- a. reselling, auctioning or exchanging it;
- b. burning;
- c. throwing in non-designated wastereceptacles; or
- d. burial or throw away at a dump site;
- e. treating cathode ray tubes in an unsound environmental manner;
- f. Causing leaching of precious metals with acids and other hazardous waste from printed wire boards or printed circuit board in an uncontrolled manner;
- g. Carrying out open burning of WEEE at WEEE management facilities;
- h. Abandoning WEEE anywhere other than in the collection centres and/or in the licensed WEEE management facilities;
- i. Any WEEE management activities shall be carried out in accordance with WEEE standards RS 276-1 and RS 276-2.

CHAPTER IV: POWERS AND OBLIGATIONS OF INTERESTED PARTIES

Article 24: Specific obligations of the producer

- (1) Identification of the person or category of persons responsible for developing and implementing an extended producer responsibility scheme:
 - a. Producers of the items contained in Article XX of this Regulation are responsible for developing and implementing an extended producer responsibility scheme.
- (2) Any producer shall be responsible for:
 - b. Registering with RICA and fully complying with the obligations of a producer in accordance with the provisions of Regulation N° XX of XX / XX / 2022 on Governing Electrical and Electronics Products;
 - c. Complying with the targets presented in Annex XX for each identified waste stream listed in Annex XX of this Regulation;
 - d. Assuming the costs of collecting and managing WEEE, as well as legal, physical and reporting responsibility, individually or collectively (producer responsibility organizations);
 - e. Establish and implement an extended producer responsibility scheme that includes the entire value chain or join another extended producer responsibility scheme that includes the entire value chain or appoint a producer responsibility organisation to establish and implement an extended producer responsibility scheme that includes the entire value chain;
 - f. Be accountable for the operation and performance of their extended producer responsibility scheme;
 - g. Provide information free of charge to recyclers on how to dismantle their product at the end of life and the location of any hazardous substances or items within the product;
 - h. Create awareness about the sound management of e-waste through publications, posters, take back campaigns or any other means of communication and information either individually or collaboratively, or through a producer responsibility organisation;
 - i. Conduct a life cycle assessment, in relation to the identified product, in accordance with the applicable standards within 5 years of implementation of their extended producer responsibility scheme.
- (a) The life cycle assessment must as a minimum focus on the following:
 - i. Minimisation of material used in the identified product;
 - ii. Design of the product to facilitate reuse, recycling or recovery, without compromising the functionality of the product; and

- iii. Reduction of environmental toxicity of the resulting post -consumer waste stream;

Article 25: Specific obligations of the producer responsibility organization

(1) Any producer responsibility organization shall be responsible for:

- a. Registering with RICA and fully complying with the obligations of a producer responsibility organization in accordance with the provisions of Regulation N° XX of XX / XX / 2022 on Governing Electrical and Electronics Products;
- b. Complying with the targets presented in Annex XX for each identified waste stream listed in Annex XX of this Regulation.
- c. Develop and maintain a system to collect the extended producer responsibility fee from producers;
- d. Develop and maintain a register of its members in the event that the producer responsibility organization has two or more members;
- e. Contract for the collection, recycling and recovery of the identified EEE, if outsourced, through a fair and transparent process;
- f. Keep records of the quantity of identified EEE as listed in Article XX of this Regulation;
- g. Manage services that have been awarded to service providers, in particular these services include the fulfilment of collection and recycling by waste managers;
- h. Conduct communications and awareness raising activities to increase awareness about WEEE and to boost WEEE collection rates;
- i. Cooperate with all municipalities to increase the recovery of identified EEE from municipal waste;
- j. Integrate informal waste collectors, reclaimers and waste pickers into the post-consumer collection value chain;
- k. Implement transformation within those entities with whom the producer responsibility organization contracts, with a special focus on women, youth and persons living with disabilities.

Article 26: Responsibilities of the individual consumer and the bulk consumer

The consumers of EEE shall:

- a. Ensure that WEEE is segregated from other forms of waste and is taken to licensed refurbishers, collection centers, dismantler or recyclers;
- b. Ensure that WEEE is not resold or auctioned or exchanged;
- c. Maintain records of WEEE generated and make such records are available for scrutiny upon request by the Regulatory Authority.

Article 27: Responsibilities of the Regulatory Authority

The Regulatory Authority shall:

- a. Review the extended producer responsibility system, which will be carried out at 5-year intervals;
- b. At any time review the extended producer responsibility system based on its performance;
- c. Develop National Guidelines for the Implementation of Extended Producer Responsibility in the Electricals and Electronics Sector, and update these Guidelines on a regular basis;
- d. Generate spaces for consultation and participation of all the actors involved in the post-consumer management of EEE;
- e. Promote alliances with other Government entities, with the private sector, civil society, other countries and international organizations, in order to guarantee the correct management of WEEE in Rwanda;
- f. Define and continually update the WEEE collection and recycling targets (Annex XX), with the participation of all relevant public and private sector actors;
- g. Design and put into operation, in collaboration with other Government entities, an electronic information system related to the generation and management of WEEE;
- h. Support RICA with the evaluation, authorization and registration of the EPR WEEE Management Plans, including technical and financial audits, submitted by the collective or individual extended producer responsibility schemes;
- i. Encourage the creation of social enterprises made up of licensed WEEE Managers;
- j. Encourage WEEE Managers to obtain environmental seals and national and international certifications;
- k. Publish the relevant information for the consumer, including the lists and data of the producers, individual and collective management systems, registered and authorized WEEE Managers;
- l. Promote, among Individual Consumers and Bulk Consumers of EEE and the general population, together with the other Government entities involved in the issue, with Producers, Producer Responsibility Organizations and WEEE Managers, the development of markets for recycled materials and parts, as well as reused EEE;
- m. Work together with Producers, Producers Responsibility Organizations and other actors involved, to guarantee access to the entire population to information regarding the existence and location of places where second-hand EEE is offered and those that are made with recycled materials from WEEE;

- n. Promote research, science and technology programmes and agreements for the development of new technologies that allow the reuse, recovery, valorization and use of WEEE;
- o. Execute controls with the purpose of guaranteeing compliance with the provisions contained in the current legal framework on WEEE;
- p. Promote and seek non-discriminatory treatment, in which the relations among Producers, Producer Responsibility Organizations, Individual Consumers, Bulk Consumers and WEEE Managers observe and comply with the provisions established in this Regulation.

Article 28: Responsibilities of the Retailer

- a. Support individual and collective management systems in the formulation and presentation of their WEEE EPR Management Plans, also participating in issues of collection of WEEE and awareness and education to the entire population, with the purpose of facilitating the delivery of WEEE to management systems, for environmentally sound management;
- b. Acquire, distribute and market EEE with environmental labels;
- c. Propose incentives aimed at consumers, and adjustments to them, in coordination with individual and collective EPR schemes, in order to achieve the delivery of discarded EEE at the collection points established for this purpose, as well as the execution of the other responsibilities assigned to consumers in this regulation;
- d. Carry out, together with individual and collective management systems and in coordination with the competent authorities, campaigns or collection days of WEEE by consumers;
- e. Accept the return of WEEE by the final consumer, regardless of their brand and free of charge;
- f. Have, in its points of sale, a space and containers appropriate for the location of the collection points that are agreed with the individual and collective EPR schemes of which they are part, for the reception of WEEE delivered by consumers;
- g. Establish, together with individual and collective EPR schemes, a collection system of easy access and coverage and make it known to consumers, using different means and tools, including those of a technological nature;
- h. Respond for the integrity and safety of the WEEE collected, taking into account that they require adequate and minimum storage conditions at collection points and collection centers, in order to avoid breakage or theft;
- i. Make available, free of charge, all the WEEE received to the collection and transport service providers contracted by the individual and collective management systems;
- j. Develop and assist individual and collective EPR schemes to finance information, awareness-raising and education campaigns, in accordance with their economic

capacity, in coordination with the competent authorities, aimed at the entire population, on the importance of extending the useful life of EEE, as well as on the content of WEEE, its handling and the need for its return, through the collection points, among others.

The extended producer responsibility system must as a minimum include requirements for -

- (1) cleaner production measures that must include as a minimum but not limited to —
 - a. design for recyclability; and
 - b. waste minimisation and waste avoidance
- (2) waste reduction including as a minimum but not limited to –
 - a. composition of products;
 - b. volume of products; or
 - c. weight of products to be restricted and reduced with associated timeframes;
- (3) reuse;
- (4) recycling;
- (5) recovery for beneficial use;
- (6) treatment;
- (7) disposal;
- (8) implementation and reporting on the following instruments to complement the EPR—
 - i. minimum recycled content standards;
 - ii. secondary materials utilisation rate requirements;
 - iii. recovery rates; and
- (9) compliance with the requirements for programmes planned to contribute to government priorities including but not limited to- (a) job creation; and (b) inclusive economic growth.

The extended producer responsibility system must as a minimum be sustainably financed-

- (1) The producer responsibility organisation that establishes and implements an extended producer responsibility scheme must, together with its members, determine the proposed extended producer responsibility fee and apply the extended producer fee proportionally to all members based on the identified EEE placed on the market;
- (2) The extended producer responsibility fee must be based on net cost recovery including a differentiated rate per item category, of each product or class of product, which must be paid by a producer to fund extended producer responsibility schemes and be dependent on the following:
 - a) weight of product;
 - b) ease of recyclability;
 - c) current demand for the material for recycling purposes;
 - d) costs for establishing a collection system for the identified products;
 - e) collection, transport, storage and treatment costs for separately collected waste;
 - f) administrative costs;
 - g) costs for public communication and awareness - raising (on waste prevention, litter reduction, separate collection, etc.);
 - h) costs for the appropriate surveillance of the system (including auditing); and
 - i) subtract revenues from recycled material sales;
- (3) The latest extended producer responsibility fee must, at all times, be publicly available on the website of the producer responsibility organisation;

CHAPTER V: INSPECTION AND COMPLIANCE WITH THIS REGULATION

Article 29: Audits and inspections

The Regulatory Authority has the power to conduct audits and inspections to the licensee operating in e-waste management services and check if the operator complies with the provisions of laws and regulations.

The Regulatory Authority has the power to request operators to provide technical or financial report at any time and may request to provide other needed information.

The Regulatory Authority has the right to inspect the operator at any time.

Article 30: Compliance with the output of the audits and inspections

If the audits and inspections prove that the licensee do not comply with laws and regulations, the Regulatory Authority shall:

Issue a notice to the operator to summon him to remedy the situation of non-compliance with obligations;

If the licensee does not correct the mistake after receiving a notice letter, the Regulatory Authority may apply the sanctions provided in this regulation;

If the licensee is not willing or unable to remedy the situation, the license may be revoked.

CHAPTER VI: FAULTS AND ADMINISTRATIVE SANCTIONS

Article 31: Faults relating to operation without a license

Any person who operates without a license commits a fault and is liable to an administrative fine of between one million (1,000,000) and five million (5,000,000) Rwanda francs and suspension of activities.

Article 32: Faults relating to registration

Any person who produces or introduces WEEE in the country without authorisation commits a fault and is liable to an administrative fine of between five hundred thousand (500,000) and five million (5,000,000) Rwanda francs.

Article 33: Offence relating to false information

Any licensee who fails to provide information or provides misleading information as requested by the Regulatory Authority is liable to an administrative fine of between five hundred thousand (500,000) and five million (5,000,000) Rwanda francs.

Article 34: Resistance, hinderance or obstruction to the Regulatory Authority

Any licensee who resists, hinders or obstructs the Regulatory Authority or any person acting on its behalf in the course of his duty under the provisions of this regulation shall be liable to administrative fine of between five hundred thousand (500,000) and five million (5,000,000) Rwanda francs.

Article 35: Repetitive failure to comply with regulations

Repetitive failure to comply with this regulation or license obligations shall lead to suspension of the license for a period of 3 Months or revocation of the license as may be decided by the Regulatory Authority.

CHAPTER VII: TRANSITIONAL AND FINAL PROVISIONS

Article 36: Transitional provision

A company or a cooperative seeking to provide services of WEEE management shall apply for license as stated in this regulation.

Operators who are operating without licenses are given a period of six months (6) to comply with the provisions of this Regulation from the date of signature.

Transition Period

Producers of EEE and WEEE Managers that exercise their economic activities in Rwanda, covered by this Regulation, have one (1) year, counted from the entry into force of this Regulation, to adapt to its provisions. Once the term has expired, the actors who have not adapted will be subject to the sanctions provided for in **XX**;

Article 37: Repealing provision

All prior provisions contrary to this regulation are hereby repealed.

Article 38: Commencement

This regulation shall come into force on the date of signature by chairperson of the Regulatory Board.

Kigali, on /..... /2023

(sé)

Chairperson of the Regulatory Board

ANNEX 1: CATEGORIES OF PRODUCTS

CATEGORY	DESCRIPTION
Temperature exchange equipment	Temperature exchange equipment is electrical and electronic equipment (“EEE”) with internal circuits where substances other than water – e.g. gas, oil, refrigerant or a secondary fluid - are used for the purpose of cooling and/or heating and/or dehumidifying
Screens, monitors, and equipment containing screens having a surface greater than 100 cm ²	Screens and monitors are EEE intended to provide images and information on an electronic display - <i>regardless of its dimension</i> - such as cathode ray tubes (CRT), liquid crystal displays (LCD), light-emitting diode displays (LED) or other kind of electronic displays
Lamps	Lamps are replaceable electrical devices that produce light from electricity, amongst that they can also have other functions*. They are intended to be used in luminaires amongst other devices. These lamps usually have a base made of ceramic, metal, glass or plastic
Large equipment(any external dimension more than 50 cm)	EEE that is not allocated to categories 1, 2 or 3. Any external dimension is more than 50 cm
Small equipment(no external dimension more than 50 cm)	EEE that is not allocated to categories 1, 2, 3, 4 or 6. No external dimension is more than 50 cm
Small IT and telecommunication equipment(no external dimension more than 50 cm)	EEE that is not allocated to categories 1, 2, 3, 4 or 5 Information equipment is equipment that can be used for collecting, transmitting, processing, storing and showing information. Telecommunication equipment is equipment designed to transmit signals – voice, video and data – electronically over a certain distance The determination of dimensions is the same as for

1. Temperature Exchange Equipment

Refrigerators or refrigerators, freezers, appliances that automatically supply cold products, air conditioners, dehumidification equipment, heat pumps, oil radiators and other temperature exchange devices using fluids other than water.

2. Screens and Monitors

Screens, televisions, digital photo frames with LCD technology, monitors, tablets, laptops, including notebook computers.

3. Lamps

Straight, tubular, compact circular fluorescent lamps (not integrated, integrated, integrated cover, torque), fluorescent lamps of any other type, high-intensity discharge lamps, including pressure sodium lamps and metal halide lamps, low-pressure sodium lamps and LED lamps.

4. Large Equipment

Washing machines, dryers, dishwashers, gas stoves with electronic devices, electric stoves and ovens, electric hobs or hobs, electric heat plates, large luminaires (tube, ceiling, wall, floor, outdoor and/or indoor, etc.), large sound or image reproduction devices, music equipment (except pipe organs installed in churches), knitting and sewing machines, large computers, large printers, copiers, large slot machines, large medical equipment, large surveillance and control instruments, large devices that supply products and money automatically, photovoltaic panels.

5. Small Equipment

Vacuum cleaners, carpet sweeping machines, sewing machines, small luminaires (tube, ceiling, wall, floor, outdoor and/or indoor, etc.), microwave ovens, ventilation appliances, irons, toasters, electric knives, air fryers, electric kettles, watches, electric razors, scales, hair and body care devices, calculators, radios, camcorders, video recording apparatus, hi-fi equipment, musical instruments, small sound or image reproduction apparatus, electrical and electronic toys, sports equipment, cycling, diving, running, rowing, etc., smoke detectors, heating regulators, thermostats, small power and electronic tools, small medical devices, small monitoring and control instruments, small apparatus supplying them Products automatically, small appliances with integrated photovoltaic panels.

6. Small IT and Telecommunication Equipment

Mobile phones, including cell phones (devices that allow you to make and receive calls) and smartphones (mobile devices that combine the functions of a cell phone and a computer), smart devices, tablets, GPS, pocket calculators, routers, personal computers, printers, telephones, radio communication equipment.

ANNEX 2: ANNUAL TARGETS FOR PRODUCERS

Stream Name	Year 1	Year 2	Year 3
Temperature Exchange Equipment	20%	20%	20%
Screens and Monitors	30%	30%	30%
Lamps	5%	5%	5%
Large Equipment	35%	35%	35%
Small Equipment	40%	40%	40%
Small IT and Telecommunication equipment	40%	40%	40%

ANNEX 3: LICENSE FEES APPLICABLE TO THE MANAGEMENT OF E-WASTE

CATEGORIE OF LICENSE	APPLICATION FEE	LICENSE FEE
COLLECTION AND TRANSPORTATION	250.000FRW	1.250.000FRW
RECYCLING LICENSE	350.000FRW	1.700.000FRW
DISMANTLING AND REFURBISHING	270.000FRW	1.350.000FRW

ANNEX 4: QUARTERLY REPORTING FORMAT FOR WEEE MANAGERS

Instructions

- 1. Reported period:** The reporting period covered by the report being made should be noted, from the day, month and year (dd/mm/yyyy), to the day, month and year (dd/mm/yyyy).
- 2. EEE Reception Data:**
 - 2.1. Class of EEE:** In this column you must make a description of the EEE received and note the category to which they belong, according to the classification of EEE in **Annex 1** of this regulation.
 - 2.2. Quantity Received (Units):** The number of equipment received from the different classes must be noted.
 - 2.3. Weight (Kg.):** The weight corresponding to the EEE received, in kilograms, must be recorded.
 - 2.4. Collective Management System:**
 - 2.4.1. Company name:** The business name of the contracting management system (individual or organization responsible for producers) of the services of the WEEE manager must be recorded.
 - 2.4.2. Authorization:** The authorization number granted to the management system by the Ministry of Environment and Natural Resources must be registered.
 - 2.5. Origin (Collection Point / Collection Center / Marketer):**
 - 2.5.1. Company Name and / or Place:** The business name of the marketer where the collection point is located must be reflected or note if it is collection points and / or collection centers located in different places of the municipalities.

2.5.2. Location: This column must specify the location, either of the marketer where the collection point is located, or the location of the collection points and / or collection sites that are in the municipalities.

2.6. Collection and Transport Service Provider - PSRT:

2.6.1. Company name: The corporate name of the entity that provided the collection and transport service must be noted.

2.6.2. Authorization: The authorization number of the collection and transport service provider, granted by the Ministry of Environment and Natural Resources, must be registered.

2.7. Date of Receipt (dd/mm/yyyy): The date (day, month and year) on which the WEEE was received by the manager must be recorded.

2.8. Assigned Lot: The batch number assigned to the manager must be reflected, for traceability, control and to guarantee mass balance.

3. Recovered Clean Components and Materials:

3.1. Weight (Kg.): The weight in kilograms of the clean components and materials that were recovered (Example: Aluminum, Iron, Copper, Plastic, etc.) must be recorded.

3.2. Components and Materials: The clean (non-hazardous) components and materials that were recovered must be described, for recycling purposes and re-entry into production processes.

3.3. Responsible Manager: The business name of the manager responsible for the recovery process of clean components and materials must be noted.

3.4. Registration and Authorizations: The registration number and the environmental authorization and waste management numbers of the manager responsible for the recovery process of clean components and materials must be recorded.

3.5. Technology Used: The process and/or technology used to carry out the recovery of clean components and materials must be described.

3.6. Destination: The destination of the recovered clean components and materials must be specified (Example: sold to be reincorporated into production processes in a certain sector of the economy and the company).

4. Parts and/or Components with Recovered Hazardous Contents:

4.1. Weight (Kg.): The weight in kilograms of the dangerous parts and/or components (Example: Lithium-Ion Batteries, Cadmium Batteries, Cathode Ray Tubes (Monitors), Liquid Crystal Screens, Thermoplastic, etc.) that were recovered must be noted.

4.2. Parts and/or Components and Hazardous Substances: The parts and/or components and their hazardous contents that were recovered for recycling and re-entry into production processes must be specified.

4.3. Responsible Manager: The company name of the manager responsible for the recovery process of parts and / or components containing hazardous substances must be noted.

4.4. Registration and Authorizations: The registration number and the environmental and waste management authorization numbers of the manager responsible for the recovery process of parts and/or components containing hazardous substances must be recorded.

4.5. Technology Used: The process and/or technology used to carry out the recovery of parts and/or components containing hazardous substances must be described.

- 4.6. Destination:** The destination of the parts and/or components with segregated hazardous contents must be specified (Example: exported for the recovery of hazardous metals). If the destination is export, the data of the foreign manager(s) and their environmental permits, the entity that grants them, as well as specifying the country where they are located, must be registered.
- 5. Parts and/or Components with Recovered Rare and/or Precious Metals:**
- 5.1. Weight (Kg.):** The weight in kilograms of the parts and/or components with rare and/or precious metals (Example: Printed Circuit Boards or Motherboards with gold, silver, etc.) that were recovered must be noted.
- 5.2. Parts and/or Components and Rare and/or Precious Metals:** The parts and/or components and the rare and/or precious metals they contain and that were recovered must be described, for recycling purposes and re-entry into production processes.
- 5.3. Responsible Manager:** The company name of the manager responsible for the recovery process of parts and / or components containing rare and / or precious metals must be noted, stipulating the type of metal.
- 5.4. Registration and Authorizations:** The registration number and the environmental authorization and waste management numbers of the manager responsible for the recovery process of parts and / or components with rare and/or precious metals must be reflected.
- 5.5. Technology Used:** The process and/or technology used to carry out the recovery of parts and/or components with rare and/or precious metals must be described.
- 5.6. Destination: The destination of materials and/or components with segregated rare and/or precious metals** must be specified (Example: exported for the recovery of rare and/or precious metals). If the destination is export, the data of the foreign manager(s) and their environmental permits, the entity that grants them, as well as specifying the country where they are located, must be registered.
- 6. Parts and/or Materials Sent for Final Disposal:**
- 6.1. Weight (Kg.):** The weight in kilograms of the parts and / or materials that were not susceptible to recovery, use and recovery inside and outside the country and were sent for final disposal must be stipulated.
- 6.2. Parts and/or Materials:** The parts and/or materials that were sent for final disposal must be described.
- 6.3. Responsible Manager:** The company name of the manager responsible for the final disposal of the parts and / or materials must be reflected.
- 6.4. Registration and Authorizations:** The registration number and the environmental authorization and waste management numbers of the manager responsible for the final disposal of the parts and / or materials must be recorded.
- 6.5. Technology Used:** The process and/or technology used to carry out the final disposal must be described (Example: safety landfill or controlled incineration as a treatment process prior to final disposal, etc.).
- 6.6. Destination:** The destination of the surplus waste must be specified (Example: ash from incineration that can go to safety landfills).

NOTE 1: In the figures presented, the mass balance should be evidenced.

NOTE 2: The documents and records that support the information presented must be attached.

Kigali, on /..... /2023

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Chairperson of the Regulatory Board