

Packaging Guide

Updated Oregon E-Cycles

Starting January 1, 2026 the Oregon E-Cycles program will include more covered electronics devices (CEDs) that Oregonians can recycle, free of charge, at collection sites like yours.

This guide offers details on how to sort and package CEDs for each of these categories.

The new sorting categories are:



Computers (optional - separate laptops)



CRT TVs and Monitors



Flat Screen TVs and Monitors



Printers



Peripherals

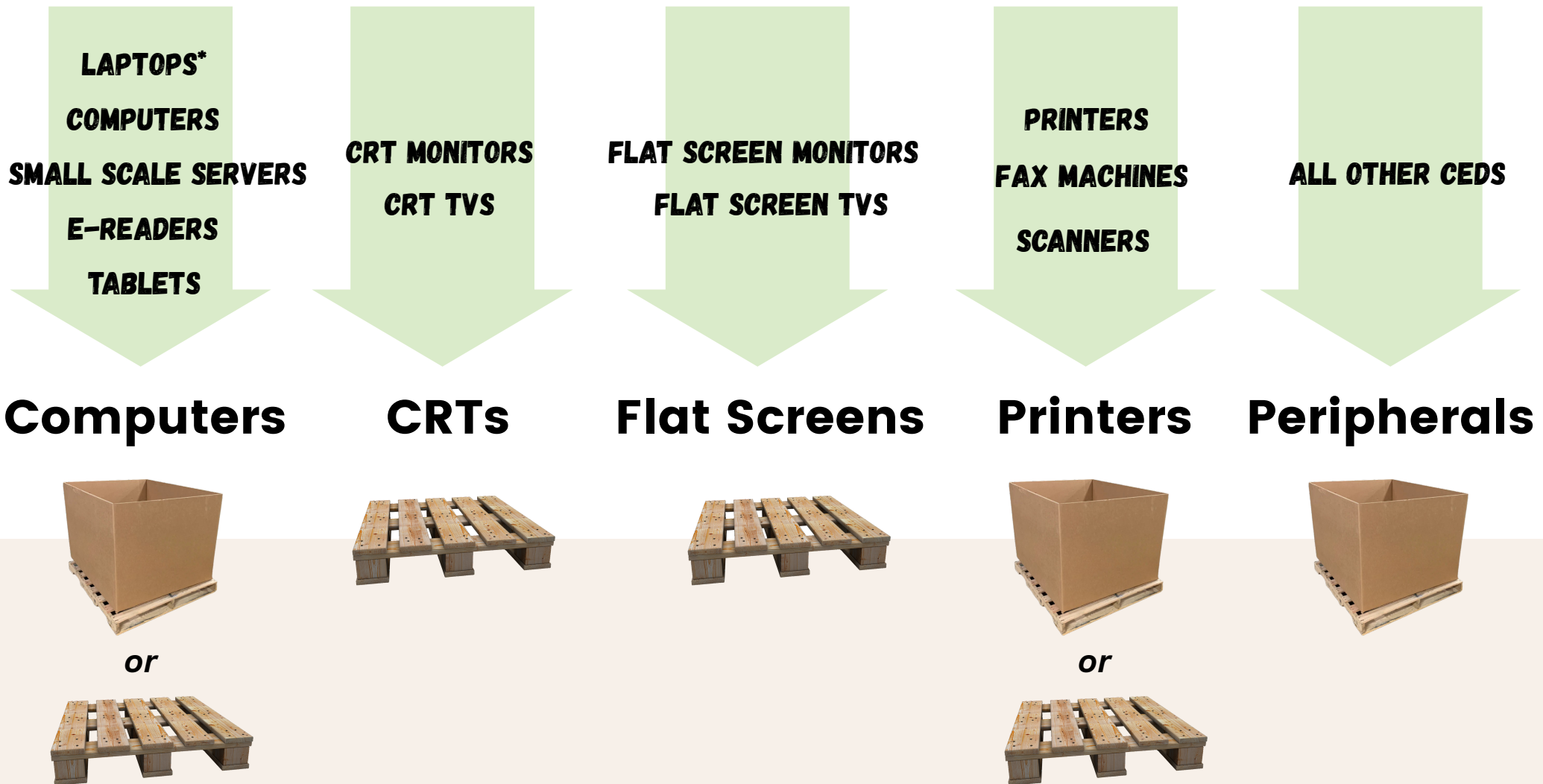


Questions?

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Oregon E-Cycles Sorting & Packaging



**Optional: Segregate laptops for higher pricing*

Packaging Guide:

Computers

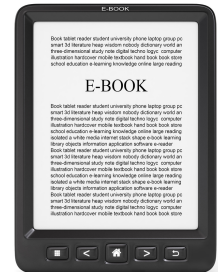
Which items are included?



Desktop
Computers



Small Scale
Servers



E-Readers



Laptops*



Tablets

Packaging Guide:

Computers

Packaging Instructions

➤ Put desktop computers, e-readers, and small scale servers in a gaylord or pallet

➤ Put laptops in a smaller cardboard box, and stack on top of gaylord or pallet.

↪ *This step is optional, but you will get better pricing for segregated laptops.

Packaging Guide:

Computers

If using a PALLET

- Place computer towers on pallets, and shrink-wrap them at a height between 5 to 6 feet.
- Place the smaller box of laptops on top (if segregating these).
- Apply enough layers of shrink wrap to ensure the CEDs will not topple over when transported.
- Label appropriately.

Packaging Guide:

Computers

If using a GAYLORD



Place CEDs carefully into the box, stacking as efficiently as possible.



Place the smaller box of laptops on top (if segregating these).



Reinforce with shrink-wrap as needed.



Label appropriately.

Packaging Guide:

CRT TVs & Monitors

Which items are included?



CRT
Televisions



CRT
Monitors

Packaging Guide:

CRT TVs & Monitors

Packaging Instructions



Palletize uniform sized devices together, with CRT screens facing down on pallets with cardboard between layers. Aim for an even weight distribution.



Very large console television sets may ship as the lowest level of a stacked CED pallet with other units stacked on or around them as possible.



Secure the pallet with enough layers of shrink wrap to ensure the CEDs will not topple over when transported.



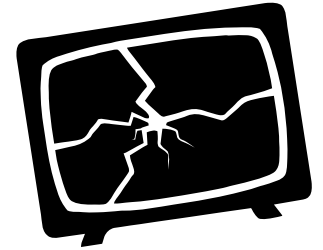
Label appropriately.



Packaging Guide:

CRT TVs & Monitors

Handling Broken CRTs



Particular attention must be given to proper packaging and disposal of all CRT-containing devices. CRT televisions and monitors contain lead in the glass and, by law, cannot be disposed in a landfill.

Do not attempt to remove any portion of the CRT from its housing or television cabinet.

If a CRT is broken or cracked, take precautions to limit airborne dust and skin contact when cleaning up broken glass from monitors and television sets that contain cathode ray tubes and when preparing them for disposal.



Packaging Guide:

CRT TVs & Monitors

How to clean up a broken CRT



Wear personal protective equipment



Personal protective equipment helps prevent injury when cleaning up broken CRT glass and debris. Recommended attire includes: safety glasses; puncture-resistant gloves (for example, leather or other heavy duty work gloves); protective clothing such as a long-sleeved shirt; long pants; and closed-toe shoes.



Dampen while cleaning



Thoroughly dampen all of the broken CRT material and then carefully scoop up and place the material into a secure container. Use a wet mister to dampen the broken material before you start any cleanup work. Keep the residual glass damp throughout the cleanup process. Pick up small glass fragments using powder sticky tape or duct tape. Wet mop and clean up the area to prevent residual lead and cadmium particles from becoming airborne.



Packaging Guide:

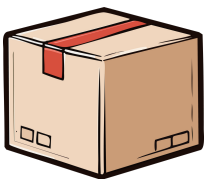
CRT TVs & Monitors

How to package a broken CRT

Use a secure container



Use a sturdy box to contain all parts, especially the glass. If possible, use double plastic bags to hold the CRT and all broken glass before placing in box. If the CRT is broken and cannot be removed immediately, then move the unit to a secure area where it is unlikely to be disturbed. Position the broken CRT or protect it to avoid spills.



Secure and seal the cleanup box

Close the box securely and seal it with tape to securely contain all parts. If possible, use double plastic bags to hold all broken glass before placing in the box. Label the box "Broken Cathode Ray Tubes-CRT's" with the date the box was sealed.

Packaging Guide:

Flat Screen TVs & Monitors

Which items are included?



Flatscreen
Televisions



Flatscreen
Monitors

Packaging Guide:

Flat Screen TVs & Monitors

Packaging Instructions



Place flat screen units upright on a pallet, with the screen facing inward, to avoid breakage



Secure the pallet with enough layers of shrink wrap to ensure the CEDs will not topple over when transported.



Label appropriately.

Packaging Guide:

Printers

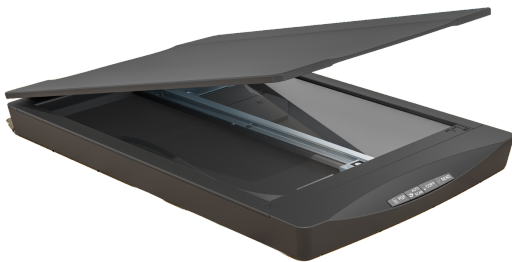
Which items are included?



Printers



All-In-One
Printer/Fax/Scanner



Scanners



Fax Machines

Packaging Guide:

Printers

Packaging Instructions If using a PALLET

- Palletize uniform sized printers together, with cardboard between layers.
- Larger units may ship as the lowest level of a stacked pallet with other units stacked on or around them, as possible.
- Apply enough layers of shrink wrap to ensure the devices will not topple when transported.
- Label appropriately.



Packaging Guide:

Printers

Packaging Instructions If using a **GAYLORD**

- Place carefully into the gaylord, stacking as efficiently as possible.
- Reinforce with shrink wrap as needed.
- Label appropriately.

Packaging Guide:

Peripherals

Which items are included? (1 of 2)



Keyboards



VCRs



Docking Stations



Mice



DVD players



Computer Speakers



Headphones



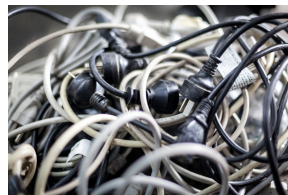
Ear buds



Headsets



Joysticks



Computer Cables



Packaging Guide:

Peripherals

Which items are included? (2 of 2)



Web Camera



External Drives



Digital
Converter Boxes



Video Game
Consoles



Satellite
Receivers



Digital or media
streaming devices



Portable Digital
Music Players



Cable Receivers



Power Adapters



Modems



Routers



Packaging Guide:

Peripherals

Packaging Instructions



Put all peripherals in a gaylord.



Label appropriately.