

## GETTING RID OF ELECTRONICS

### 1. PROTECT YOUR DATA AND PERSONAL INFORMATION

- a. Back up what you want to save
- b. Remove flash drives, USB, memory cards
- c. Wipe your device
  - i. <https://www.cisa.gov/news-events/news/proper-disposal-electronic-devices>

### 2. DISPOSE

- a. Donate
- b. Trade-In
- c. Recycle
- d. Destroy hard drive and throw away

### 3. BATTERIES

- a. Littleton Transfer Station protocol
  - i. Alkaline – Regular household batteries. Tape terminals and throw in the trash
  - ii. Lead Acid – Car batteries, UPS batteries, etc. Please give to attendant
  - iii. Small rechargeable – Includes Ni-Cd, Li-Ion, NiMH. Tape terminals or bag each battery separately. Give to attendant
  - iv. Button Cell – Tape individually and give to attendant