

# ***Asset Inventory Report Produced by eco IT Computer Disposals Ltd***

***For Sample***

***for collection ref SAMPLE/SAM01***

***collected on 01 April 2022***

## ***Summary of Contents:***

- Introduction and Contact Information*
- Grading System*
- Collection Summary*
- Asset Inventory*



## **Introduction**

The supplied report has been produced to confirm that all equipment collected from the corresponding company has been processed in line with current WEEE and data protection legislation. All information was correct at the time of print and may differ over time to reflect changes to specification and faults.

## **Contact Information**

Contact: John Frost  
Email: [info@uk-computer-recycling.co.uk](mailto:info@uk-computer-recycling.co.uk)  
Web: [www.uk-computer-recycling.co.uk](http://www.uk-computer-recycling.co.uk)

## **Terms and Conditions**

All information enclosed in this document is for the use of both eco IT Computer Disposals Ltd and the corresponding company or individual only. All information is confidential and may not be disclosed to any third party without prior consent from eco IT Computer Disposals Ltd.

## **Grading System**

All equipment is graded using the below system. All items that fall below Grade C are considered BER (Beyond Economical Repair) and recycled using BATRRRT (Best Available Treatment Recovery and Recycling Techniques)

### **Grade A**

- Fully working condition with no missing parts
- No cosmetic damage with the allowance of very minor cosmetic marks
- No discolouration or wear and tear from storage, use or transit

### **Grade B**

- Fully working condition with no missing parts
- Minor cosmetic damage with the allowance of very minor marks on screens
- Minor discolouration or blurring on screens
- Permanent markings due to security marks

### **Grade C**

- Fully working condition with possible minor parts missing e.g covers, cables
- Noticeable cosmetic damage with the allowance of marks on screens
- Noticeable discolouration or blurring on screens
- Permanent markings due to security marks

### **BER**

- Equipment is Beyond Economical Repair and is not fit for resale
- Equipment is forwarded for treatment / recycling
- Major parts missing or broken
- Cases broken or missing
- Heavily discoloured

## ***Collection Summary***

### **Harddrive Certification**

2 unit(s) have been data wiped to standards exceeding those outlined by the NCSC and a certificate for each drive is supplied with this asset report. Drives failing sanitation and removable storage media have been physically destroyed.

### **Summary: Desktop**

- 4 Desktop(s) have been collected
- 3 Desktop(s) are considered fit for reuse
- 1 Desktop(s) have been forwarded for treatment / recycling

### **Summary: Laptop**

- 1 Laptop(s) have been collected
- 1 Laptop(s) are considered fit for reuse
- 0 Laptop(s) have been forwarded for treatment / recycling

### **Summary: TFT**

- 2 TFT(s) have been collected
- 2 TFT(s) are considered fit for reuse
- 0 TFT(s) have been forwarded for treatment / recycling

### **Summary: Printer**

- 2 Printer(s) have been collected
- 0 Printer(s) are considered fit for reuse
- 2 Printer(s) have been forwarded for treatment / recycling

### **Summary: IT Spare**

- 4 kgs of IT Spare(s) have been collected
- 0 lot(s) of IT Spare(s) are considered fit for reuse
- 1 lot(s) of IT Spare(s) have been forwarded for treatment / recycling

### **Summary: Keyboards / Mice**

- 1 kgs of Keyboards / Mice(s) have been collected
- 0 lot(s) of Keyboards / Mice(s) are considered fit for reuse
- 1 lot(s) of Keyboards / Mice(s) have been forwarded for treatment / recycling

### **Weight Summary**

- 60kg of equipment has been collected
- 25kg of equipment is considered fit for reuse
- 35kg of equipment has been forwarded for treatment / recycling

# Asset Inventory Report - Computers

<b>Company:</b> Sample <b>Collection Date:</b> 01 April 2022 <b>Consignment Ref:</b> SAMPLE/SAM01	<b>Address:</b> Sample  <b>Town:</b> Sample <b>City:</b> Sample <b>Postcode:</b> SAMP7LE
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Barcode	Serial	Customer Asset	Grade	Erased	Make	Model	Processor	Speed	RAM	HDD	Optical	Reuse / Recycle
1028691	SAMPLE01	N/A	B	Erased	Hp Compaq	Pro 3300 Sff	Core I3	3.3	2048	320	DVD RW	Re-Use
1028692	SAMPLE02	N/A	B	N/A	Hp Compaq	Pro 3300 Sff	Core I3	3.3	2048	0	DVD RW	Re-Use
1028693	847HFJ1J	N/A	BER	Destroyed	Dell	Opt 380	Core 2 Duo	2.8	1024	160	DVD RW	Recycled
1028694	288DJ1J	N/A	B	N/A	Dell	Opt 380	Core 2 Duo	2.8	1024	0	DVD RW	Re-Use

## Asset Inventory Report - Laptops

<b>Company:</b> Sample	<b>Address:</b> Sample
<b>Collection Date:</b> 01 April 2022	<b>Town:</b> Sample
<b>Consignment Ref:</b> SAMPLE/SAM01	<b>City:</b> Sample
	<b>Postcode:</b> SAMP7LE

Barcode	Serial	Customer Asset	Grade	Erased	Make	Model	Processor	Speed	RAM	HDD	Optical	Reuse / Recycle
1028697	SAMP99	N/A	B	Erased	Microsoft	Surface Pro 6	Core I5	1.6	8192	128	None	Re-Use

# Asset Inventory Report - Monitors

<p><b>Company:</b> Sample</p> <p><b>Collection Date:</b> 01 April 2022</p> <p><b>Consignment Ref:</b> SAMPLE/SAM01</p>	<p><b>Address:</b> Sample</p> <p><b>Town:</b> Sample</p> <p><b>City:</b> Sample</p> <p><b>Postcode:</b> SAMP7LE</p>
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Barcode	Serial	Customer Asset	Description	Grade	Size	Reuse / Recycle
1028695	CNU93847TG	N/A	Black	B	19	Re-Use
1028696	CND92876TY	N/A	Black	B	19	Re-Use

# Asset Inventory Report - Printers

<p><b>Company:</b> Sample</p> <p><b>Collection Date:</b> 01 April 2022</p> <p><b>Consignment Ref:</b> SAMPLE/SAM01</p>	<p><b>Address:</b> Sample</p> <p><b>Town:</b> Sample</p> <p><b>City:</b> Sample</p> <p><b>Postcode:</b> SAMP7LE</p>
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Barcode	Serial	Customer Asset	Description	Grade	Reuse / Recycle
1028698	2CE58719KT	N/A	Hp Laserjet 2015dn	BER	Recycled
1028699	2CE67543KT	N/A	Hp Laserjet 2015dn	BER	Recycled



# Asset Inventory Report - General Equipment

<p><b>Company:</b> Sample</p> <p><b>Collection Date:</b> 01 April 2022</p> <p><b>Consignment Ref:</b> SAMPLE/SAM01</p>	<p><b>Address:</b> Sample</p> <p><b>Town:</b> Sample</p> <p><b>City:</b> Sample</p> <p><b>Postcode:</b> SAMP7LE</p>
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Barcode	Serial	Customer Asset	Description	Grade	Reuse / Recycle	Erased
1028700	N/A	N/A	Mixed Spares	BER	Recycled	N/A
1028701	N/A	N/A	Keyboards	BER	Recycled	N/A