

Italy National Member Guide // 2020



LANDBELL GROUP



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Italy National Member Guide

2020 Edition

In this Member Guide (the “Guide”), ERP Italia Consorzio (“ERP”, “we”, the “Scheme”) would like to explain to the Customer/Member (“you”) in more detail how to meet your obligations and support us for the environmentally sound management of WEEE and WBA in accordance with the WEEE and WBA Regulations.

01 | About ERP Italia Consorzio

NOTE: This section “About ERP Italia Consorzio” is a general and non-binding description only of the scheme structure in Italy designed to help you to understand the basic structures of our local scheme.

As required by the Regulations, ERP Italia Consorzio is set-up under the format of a Consorzio (a non-profit organisation). By becoming a customer, you also become a Member of our Consorzio (see below for exceptions). By-Laws and Rules of the Consorzio are available to you here: <https://erp-recycling.org/en-it/consorzio-erp-italias-confidential-documents/> and are deemed accepted by you for all legal and contractual effects, upon entering into the Membership Agreement and upon signing the Application Form. You shall then abide by the Rules of the Consorzio and be subject to the relevant obligations and penalties for any breach.

Rules of the Consorzio for instance include that you should join the Consorzio ERP Italia and pay the one-off participation fee. If you are exclusively a Batteries and Accumulators Producer, you may decide to join the Consortium only on a contractual basis, sign the Membership Agreement but not becoming a Member. In this case you don't have to pay the participation fee and sign the Application Form.

WEEE and WBA Regulations in Italy are implemented by the Appropriate Authorities:

- the Ministry of Environment and the Ministry of Economic Development (<https://www.minambiente.it/>) (<https://www.mise.gov.it/index.php/it/>)
- the National Coordination Centre for Batteries and Accumulators and (<https://www.cdcnpa.it/>)
- the National Coordination Centre for WEEE (https://www.cdcaee.it/GetHome.pub_do)
- the WEEE (www.registroaee.it) or WBA National Registers (www.registropile.it)
- the Committee of Surveillance and of Control (<https://www.minambiente.it/pagina/comitato-di-vigilanza-e-controllo-raee-pile-e-accumulatori>)
- the Gestore Servizi Energetici (GSE, <https://www.gse.it/>)

02 | Your producer status & obligations

In order to enter a Membership Agreement with us, you must qualify as a Producer of EEE or Batteries and Accumulators under the Regulations. This can result from various scenarios:

- You are a Producer of EEE established in Italy;
- You are a Producer of EEE having its registered office in another Member State of the European Union and you have decided to take over WEEE obligations in charge of your local Distributors;
- You are Producer of EEE having your registered office in in another Member State of the European Union or a third Country and placing on the market EEE by means of distance communication directly to private households or to users other than private households in Italy;
- You are a Producer of Batteries and Accumulators;
- You are an Authorized Representative.

Please consider that you can join for more than one scenario.



Other obligations in charge of the producer

We would like to remind you that there are other obligations for Producers of EEE and Batteries and Accumulators that may affect your company. These obligations are not managed by ERP as they are not part of the duties of the Scheme. We are happy to provide support to you should the need arise. Our service company ERP Italia Servizi may provide consultancy or other services related to these additional obligations.

If you meet one of the definitions of EEE Producer, REMEMBER that:

- You must mark your EEE in accordance with the Italian WEEE Decree.
- You must provide specific information to end-users.
- You must provide specific information to treatment facilities.
- You must provide the so called “1 to1 collection” of domestic WEEE if you also meet the definition of a Distributor (including distance sellers). You must provide “1 to 0 collection” of domestic WEEE if you are a “large Distributor”.
- If you meet the definition of “distance seller” you have specific obligations with respect to information and collection.
- If your equipment meets the requirement for “eco-design” you may submit a request to the Committee of Surveillance and of Control for a reduction of your contribution.

If you meet the definition of Batteries Producer, REMEMBER that:

- You must mark your batteries according to the Italian Batteries Decree.
- You must not place on the market any batteries if there a specific prohibition.
- You must provide information about how to remove batteries from the equipment.
- If you are a Distributor, you must collect portable batteries and inform end-users of this possibility Distributor.



Reserved area

You will receive login details to access your reserved area in our website: <https://areariservata.erp-recycling.org/Accounts/Login>. Within your reserved area you will be able to:

- Check your Membership Agreement.
- Provide your periodic reports according to the rules described below and check your historic declarations.
- Check the EEE and Batteries and Accumulators categories for which you are registered.
- Verify your company data and update them if necessary.

03 | Fees, invoices & guarantees



Our fees in detail

Applicable Service Fees are set out in your Membership Agreement. They are composed of the following elements:

The Annual Management Fee.

Invoiced annually. If you are a scheme member for WEEE and WBA, we will charge you only one Annual Management Fee.

Operational Service Fees.

WBA: The Service Fee shall be allocated depending on the volumes put on the market by the Member during each reference period (monthly/quarterly/year depending on volumes):

- Up to 100 ton/year: yearly reference period
- Over 100 ton/year and up to 1,000 ton/year: quarterly reference period
- Over 1,000 ton/year: monthly reference period

B2C WEEE: The Service Fee, excluding Photovoltaic equipment, shall be allocated depending on the volumes put on the market by the Member during each reference period (monthly/quarterly/year depending on volumes):

- Up to 300 ton/year: yearly reference period
- Over 300 ton/year and up to 2,500 ton/year: quarterly reference period
- Over 2,500 ton/year: monthly reference period

and depending on each WEEE group. The definition of the WEEE Group is set by the Ministerial Decree 185/07.

Photovoltaic WEEE Service Fee:

The Service Fee shall be allocated depending on the volumes put on the market by the Member in each reference period (quarterly). The Photovoltaic WEEE Service Fee includes the amount intended as specific financial guarantee for PV panels.

Special case of B2B WEEE Service Fee: We will indicate the applicable B2B WEEE Service Fee for Collection, Recycling, Disposal and Treatment of B2B WEEE separately upon request. Our B2B WEEE Service Fees are calculated taking into account a number of elements that you provide to us, such as:

- Quantity of B2B WEEE to be collected;
- Type of B2B WEEE to be collected;
- Location of the collection points;
- any difficulties in accessing the collection points;
- Possible need of portage or support for the preparation of the load.

Our proposed Service Fees will be binding when accepted by you in writing. However, if some information provided by you is inaccurate, we reserve the right to revise the proposed Service Fees as we deem necessary to deliver the Services

ERP undertakes to fulfill all service requests that you send to us during your ERP membership period, for all WEEE generated during such period and for which you will be asked to finance the Collection, Recycling, Disposal and Treatment from your clients.

ERP cannot be held responsible for the Collection, Recycling, Disposal and Treatment of WEEE deriving from EEE placed on the market during the period in which you will be Member of ERP, but that will become waste in a period when you will not be a part of the Compliance Scheme.



Managing your invoices

We will invoice you on a monthly/quarterly/yearly basis (depending on the applicable reference period - see above conditions related to the Operational Service Fees) by the end of the month following the reference period. Our invoices will always display the detailed calculation.

You must provide us with your invoicing details in our Customer Creation Excel form (FORM.IT.094) to be downloaded [here](#). Notify us immediately of any modification made to the data. We will have no responsibility for any error if not duly notified. You should communicate to us any need to include a Purchase Order reference in our invoices.

Our invoices must be paid within **60 days** of issuance by wire-transfer with no charges for ERP. There is an exception, the invoice for the first year of the Annual Management Fee, which must be paid immediately upon Agreement execution.



Financial guarantees

ERP shall provide on your behalf, the financial guarantee required by the Regulations for B2C WEEE. The cost of the financial guarantee for B2C WEEE is included in the Operational Service Fees. For Batteries and Accumulators, no financial guarantee is required.

For B2B WEEE the guarantee is given by the membership. Therefore, you are covered when you are Member of ERP, according to the limitations described above (see paragraph related to the Special case of B2B WEEE Service Fee).



Payment of annual tax to the Italian EEE register

We would like to remind you that, as a Producer registered in the Italian EEE Register, you must pay the amount calculated by the Register to cover the cost of the Committee of Surveillance and of Control. This must be paid annually by October 31st of each calendar year. If you prefer, we can pay this amount on your behalf – upon formal request - and recharge it to you without any charges as part of the first invoice.

Delay in reporting

If you have not provided us with reporting data on time, we will estimate the volumes you have put on market during the applicable reference period to calculate your charges. You will be liable for the payment of the sums requested. In the next periods, we will balance the invoiced amounts in accordance with the real data provided.

New Producer on the market

If you are a new Producer on the market without an historical volume in the last calendar year you must provide a forecast of the EEE and/or Batteries and Accumulators that you are going to put on the market in the current calendar year according to the EEE and Batteries and Accumulators categories.

Categories of reporting and exclusions

Reporting data shall be provided in accordance with the following categories. We may modify the reporting data at any time as we deem necessary or as the Regulations require it. You must provide details about number of pieces, total weight for each category of EEE and Batteries and Accumulators and, for EEE, split between B2C and B2B volumes.

04 | Reporting & specific notes

Upon request from you and signature of the Power of Attorney, you can entrust, in your name and on your behalf, with the task of reporting the relevant data and information to the Appropriate Authorities and filing all declarations, applications and forms prescribed by the Regulations. If you are willing to delegate these tasks to us, please [download the Power of Attorney](#), fill it in and sign it before sending us a PDF copy.

To allow ERP to register you in the Italian WEEE and/or Batteries Register it's also necessary to activate the telematic Power of Attorney on the website of the Register(s) through the digital signature equipment of one of the legal representatives of the company. This is not necessary if you are a company not established in Italy and you have appointed ERP Italia Servizi as your local authorized representative for the purpose of WEEE and/or Batteries registration.



Reporting your data to the scheme

The Membership Agreement requires that you send us your put on market data, both for EEE and Batteries and Accumulators, according to the applicable reference period - see above the conditions related to the Operational Service Fees. The deadline is the 20th of the month following the end of the reference period.

The data must be reported according to the EEE and Batteries and Accumulators categories defined below.

For the periodic reporting you must use the online tool available on our web system at the following link: <https://areariservata.erp-recycling.org/Accounts/Login>. Please add all the information requested according to the format defined by ERP. With respect to photovoltaic modules you must provide additional information about the serial number, model, and brand of the equipment put on market.

ERP will send you your login details to allow access to your reserved area.

Put on market data will be used for the calculation of the Operational Service Fees and, if applicable, for the reporting to the Italian EEEE and Batteries and Accumulators registers.



Specific notes for EEE reporting

Please remember that “dual use EEE products” must be classified as B2C equipment, and that lighting equipment and lamps are always considered B2C equipment.

As of August 15th, 2018, the so-called "Open Scope WEEE" came into force and, among other changes, led to an update of the categories used to classify the EEE. From 2018, the report must be completed according to the new Open Scope categories. To facilitate Producers, a conversion table has been made available for changing the old categories into the new categories. It is available at the following link:

<https://www.registroaee.it/Delibere#2304-open-scope-tabella-di-transcodifica>

As per D.M. 185, Art. 3 point 6: The weight of EEE includes all electrical accessories present in the packaging, but not consumables or the weight of removable batteries.

For EEE we mean 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 1,000 Volt for alternating current and 1,500 Volt for direct current. With the entry into force of the Open Scope WEEE", all the EEE, which meets the above definition, and which does not meet one of the explicit below exclusions, must be declared:

- 1 equipment which is necessary for the protection of the essential interests of the security of Member States, including arms, munitions and war material intended for specifically military purposes;
- 2 equipment which is specifically designed and installed as part of another type of equipment that is excluded from or does not fall within the scope of this Directive, which can fulfil its function only if it is part of that equipment;
- 3 filament bulbs;
- 4 equipment designed to be sent into space;
- 5 large-scale stationary industrial tools;
- 6 large-scale fixed installations, except any equipment which is not specifically designed and installed as part of those installations;
- 7 means of transport for persons or goods, excluding electric two-wheel vehicles which are not type-approved;
- 8 non-road mobile machinery made available exclusively for professional use;
- 9 equipment specifically designed solely for the purposes of research and development that is only made available on a business-to-business basis;
- 10 medical devices and in vitro diagnostic medical devices, where such devices are expected to be infective prior to end of life, and active implantable medical devices.

Details on the applicability of the specific exclusions are reported on the guideline of the Ministry of the Environment

(http://www.minambiente.it/sites/default/files/archivio/allegati/rifiuti/Ind_oper_applicaz_DL_49_2014.pdf)

The Supervisory and Control Committee has published a series of resolutions aimed at clarifying the inclusion or not of multiple product families under WEEE legislation. All resolutions can be consulted on the website of the AEE Register (<https://www.registroaee.it/Delibere#2326-parere-campo-di-applicazione-d-lgs-14-marzo-2014-n-49-relativamente-ad-alcune-tipologie-di-aee>) and concern:

- electric resistors and thermostats;
- signal cables and cable connectors;
- stoves, kitchens and boilers;
- electrically operated beds;
- ice-cream carts;
- pellet heaters;
- electrical distribution panels for construction sites;
- equipment without functional autonomy.



Specific notes for batteries and accumulators reporting

For Batteries and Accumulators and the split between portable, industrial, and automotive categories, you can refer to the following examples or consult the guideline published by the National Coordination Centre for Batteries and Accumulators the following link: <https://www.cdcnpa.it/comunicazione-2/area-download#quarto>

Batteries and Accumulators categories

Here are some definitions and examples to help you find out in which category your products fit into. If you have any doubts, do not hesitate to contact us for advice as you are responsible for the accuracy of your data.

Portable Batteries and Accumulators: Sealed batteries and accumulators that may be carried by hand without any difficulty. Examples include:

- Cell single battery type AA or AAA
- Batteries and accumulators used in cellular telephones, laptops, wireless electrical tools, household appliances, toothbrushes, razors, vacuum cleaners, etc.
- Button cells
- Small round portable batteries, with diameter greater than its height
- Used in special products, such as hearing aids, watches, energy reserves, toys, calculators

Industrial Accumulators:

Batteries or accumulators exclusively designed for an industrial or professional use or used in any kind of electrical vehicle.

Examples: Batteries and accumulators used for emergency or back-up electrical power supply to hospitals, airports or offices (UPS); batteries and accumulators used in trains or aircrafts; batteries and accumulators used in the off-shore oil platforms or lighthouses; batteries and accumulators designed for portable payment terminals in shops and restaurants; batteries and accumulators used in professional video equipment; batteries and accumulators for helmet-mounted lamps for miners; batteries and accumulators for sea-diving lamps; back-

up batteries for automatic doors in order to prevent blockage and crushing of people; batteries and accumulators used for instrumentation or in various types measuring appliances used for solar panels, photovoltaic panels and other applications of renewable energy.

Automotive Accumulators:

Batteries or accumulators used for starting, lighting and ignition.

05 | Product categories



Portable batteries categories:

1. Zinc-Carbon Battery
2. Zinc-Chloride Battery
3. Alkaline Battery
4. Lithium Battery
5. Zinc-Air Battery
6. Silver-Zinc Battery
7. Lead Accumulators
8. Nickel-Cadmium Accumulators
9. Nickel-Metal Hydride Accumulators
10. Lithium Accumulators
11. Other



Industrial batteries categories:

1. Lead Accumulators
2. Nickel-Cadmium Accumulators
3. Nickel-Metal Hydride Accumulators
4. Lithium Accumulators
5. Other (specify)



Automotive accumulators:

1. Lead Accumulators
2. Nickel-Cadmium Accumulators
3. Other



EEE categories:

1. Temperature exchange equipment

- 1.1. Refrigerators
- 1.2. Freezers
- 1.3. Equipment which automatically delivers cold products
- 1.4. Air conditioning equipment, Dehumidifying equipment, Heat pumps
- 1.5. Radiators containing oil
- 1.6. Other temperature exchange equipment using fluids other than water for the temperature exchange

2. Screens, monitors, and equipment containing screens having a surface greater than 100 cm²

- 2.1. Screens
- 2.2. Televisions
- 2.3. LCD photo frames
- 2.4. Monitors,
- 2.5. Laptops, Notebooks

3. Lamps

- 3.1. Straight fluorescent lamps
- 3.2. Compact fluorescent lamps
- 3.3. Fluorescent lamps
- 3.4. High intensity discharge lamps - including pressure sodium lamps and metal halide lamps, Low pressure sodium lamps
- 3.5. LED

4. Large equipment

- 4.1. Washing machines
- 4.2. Clothes dryers
- 4.3. Dish washing machines
- 4.4. Cookers, Electric stoves, Electric hot plates
- 4.5. Lighting equipment
- 4.6. Equipment reproducing sound or images, Musical equipment
- 4.7. Appliances for knitting and weaving
- 4.8. Large printing machines
- 4.9. Copying equipment
- 4.10. Large coin slot machines
- 4.11. Large medical devices
- 4.12. Large monitoring and control instruments
- 4.13. Large appliances which automatically deliver products and money
- 4.14. Photovoltaic panels.
- 4.15. Mainframe
- 4.16. Electric stoves, electric heating equipment, other large appliances for heating rooms, beds, seating and other large equipment

5. Small equipment

- 5.1. Vacuum cleaners
- 5.2. Carpet sweepers
- 5.3. Appliances for sewing
- 5.4. Lighting Equipment
- 5.5. Microwaves
- 5.6. Ventilation equipment
- 5.7. Irons
- 5.8. Toasters
- 5.9. Electric knives
- 5.10. Electric kettles
- 5.11. Clocks and Watches
- 5.12. Electric shavers
- 5.13. Scales
- 5.14. Appliances for hair and body care
- 5.15. Calculators
- 5.16. Radio sets
- 5.17. Video cameras, Video recorders
- 5.18. Hi-fi equipment, Musical instruments, Equipment reproducing sound or images,
- 5.19. Electrical and electronic toys,
- 5.20. Sports equipment, Computers for biking, diving, running, rowing, etc.,
- 5.21. Smoke detectors, Heating regulators, Thermostats, Small Electrical and electronic tools, Small medical devices, Small Monitoring and control instruments
- 5.22. Small Appliances which automatically deliver products
- 5.23. Small equipment with integrated photovoltaic panels
- 5.24. Cookers, electric stoves, electric hot plates, electric heating appliances, fryers, grinders, coffee machines and equipment for opening or sealing containers or packages, appliances for hair cutting, hair drying, tooth brushing, shaving, massage and other body care appliances, other small equipment

6. Small IT and telecommunication equipment (no external dimension more than 50 cm)

- 6.1. Mobile phones
- 6.2. GPS
- 6.3. Pocket calculators
- 6.4. Routers
- 6.5. Personal computers
- 6.6. Printers
- 6.7. Telephones
- 6.8. Electrical and electronic typewriters, pocket and desk calculators and other products and equipment for the collection, storage, processing, presentation or communication of information by electronic means, facsimile machine (fax), telex, pay telephones, answering systems and other products or equipment of transmitting sound, images or other information by telecommunications

The official list published by the Committee of Surveillance and of Control is available at the following link:
<https://www.registroaee.it/Delibere#>

