

Product Stewardship Contract

As an integral part of the design process, OLG Office Pty Ltd supports policies and practices to protect our environment, conserve natural resources and reduce waste.

OLG is committed to helping safeguard all natural habitats and communities affected by its operations. OLG strives to make the most efficient and responsible use of renewable resources, including water, soil and forests.

OLG “Circle of Life” Product Stewardship Policy & Lifecycle Management Plan

OLG Office Pty Ltd (OLG) and its manufacturing partners are committed to responsible life cycle management and the core principles of product stewardship and extended producer responsibility.

As a supplier of <product details>, OLG understands that corporate social and environmental responsibility goes beyond the point of sale and warranty periods.

In conjunction with our manufacturing partners and suppliers we will take back all <product details> products and recycle in the following ways.

Our product stewardship options include:

1. Refurbishment of purchased <product details> products for possible reuse by existing customer or on selling/remarketing to new customers.
2. On selling or donation of purchased <product details> in existing condition to other organisations.
3. Disassembly of purchased <product details> products for materials recycling by approved operators/recycling companies.

Steve Smith
Managing Director
OLG Office Pty Ltd

Product Stewardship Agreement

<project name>

This Product Stewardship Agreement is in accordance with OLG Product Stewardship Policy.

OLG recognises the environmental significance of product life cycle management and <product details> recovery and processing services reflect this approach. This document confirms the specific scope and extent of the product stewardship services offered/tendered in relation to <project name>.

SECTION 1 - PRODUCTS SUBJECT TO THE AGREEMENT

ITEM	QUANTITY
Workstations	
Tables	
Storage units	
Screens	
Seating	

SECTION 2 - EXTENT AND SCOPE OF SERVICES TO BE PROVIDED

ITEM	Y/N
Coordinate de-installation	
Coordinate collection and removal from site	
Coordinate resale or auctioning of product	
Coordinate donation of product to socially oriented/community based organisation	
Coordinate full product refurbishment and/or remanufacturing for release or resale.	
Coordinate product disassembly for component/part reuse	
Coordinate product disassembly for materials recycling and processing	
Other	

SECTION 3 - SPECIFIC PROVISIONS

1. The customer <customer name> shall bear the full costs of any activity associated with de-installation, collection and removal of products as specified in Sections 1 and 2.
2. Standard labour rates (of the day) will be applied/charged to any activity specified in Section 2 and undertaken by OLG in order to deliver the customer sanctioned product stewardship service(s).
3. The customer <customer name> will be responsible for the safe removal of all power, data and communications reticulation prior to OLG de-installing any products subject to product stewardship services specified in Section 2. The customer <customer name> shall bear the costs associated with undertaking such work.



4. Any and all proceeds arising from any of the product stewardship services specified in Section 2 remain under the control of OLG.
5. Subject to agreement in writing by all parties, cost attribution other than that noted above can be negotiated between OLG and the customer **<customer name>**.
6. The donation of product to socially oriented or community based consumers must be conditional upon acceptance of these products by these consumers prior to the implementation of this contract.

Signed by:

Signed by:

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<Name>
<Title>
OLG Office Pty Ltd
<Date>

<Customer representative name>
<Customer>
<Date>