

## Waste Ink Guidelines

Number: TSS-087

DATE: 1/14/2015

### RISO, INC Waste Ink Guidelines

Riso Kagaku Corporation and its global subsidiaries are dedicated to responsible environmental practices and believe that all who make, distribute, use and dispose of products have a duty to act as stewards of the environment.

Riso Kagaku established and is dedicated to an Environmental Charter that “contributes to global environmental protection in order to bestow a fair and sound environment to coming generations.” (Environmental Activities, 2014).

As part of its commitment to the Environmental Charter, RISO, Inc. follows the Environmental Protection Agency’s hierarchy for preferred handling of E-Waste:

1<sup>st</sup> Reuse

2<sup>nd</sup> Recycling

3<sup>rd</sup> Disposal

The EPA’s voluntary and regulatory programs encourage reducing waste whenever possible and handling waste according to the hierarchy.

RISO products are designed to minimize waste and these **Waste Ink Guidelines** have been developed by RISO, Inc. to encourage responsible handling of waste ink.

#### Best Practices

**Verify:** Many states regulate the disposal of waste, including waste ink, more stringently than the federal government requires. It is important to *verify your state’s and municipality’s regulations* to ensure proper recycling and disposal. Many state and local governments have recycling information on their website. These sites may identify what types of materials must or can be recycled and may also include a list of “certified” or otherwise designated recycling facilities.

**Certification:** Using a certified recycler provides the best assurance that waste (including waste ink) will be handled in the most environmentally-friendly manner. The EPA has two categories of certified recyclers. The basic, voluntary certification is known as **R2** – “Responsible Recycling Practices.” R2 Recyclers handle materials in a way that increases reuse and recycling in order to minimize the impact on health and the environment. The EPA uses third party audits and other means to verify that certified recyclers meet stringent requirements for handling used electronics. (Certification Programs for electronic Recyclers, 2014); <http://www.epa.gov/osw/conserve/materials/eycling/certification.htm>

**Product Handling:** RISO strongly suggests that only trained Key Operators or RISO-certified technicians remove waste ink; especially for inkjet products. Although the residual ink remaining in RISO’s duplicator ink tubes or inkjet cartridges does not require any special handling for landfill disposal, components of the ink packaging may be eligible (or mandated) for recycling in your area. Special requirements applicable to disposal of the inkjet waste ink tank may be handled through your local RISO-authorized service provider or a local ink recycling company.

**Resources:** Many resources exist to find recycling programs. Local environmental groups, web searches, and EPA listings, for example. Inquire whether the recycler handles waste ink tanks or cartridges, as some only handle specific materials. Some nationwide recycling companies that accept used ink/ink tubes include: Amberwick, SafetyKleen, and Agri-Plas Inc. You will need to provide a material safety data sheet (MSDS) to the recycling company when they pick up your ink. MSDS sheets for all RISO products are located on the RISO web, [us.riso.com](http://us.riso.com).

# RISO TechFlash

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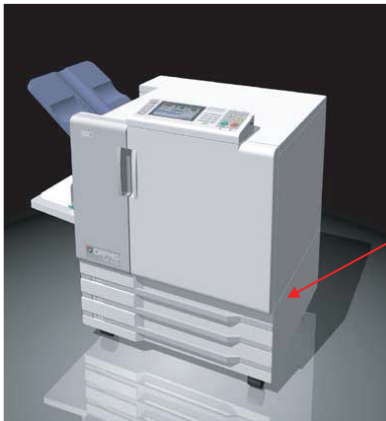
DATE: 1/14/2015

### RISO, INC Waste Ink Procedure

#### Waste Tank Removal

What you will need:

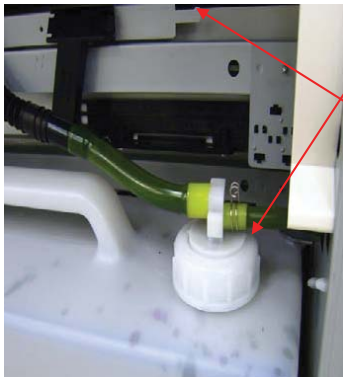
1. A Phillips Screw Driver
2. An Empty Ink Waste Tank



#### Removing the Ink Waste Tank

1. Remove the waste tank machine cover on the right side of the machine at the bottom. Remove four screws.

Waste tank exposed



2. Twist open the Waste Tank Cap
3. Remove and flip the cap upside down
4. Lift up and Hook the edge of the cap onto the cap holder
5. Pull out the ink tank by tilting the side of the tank up then sliding it out
6. Pour out waste ink into an approved recycling container
7. Unhook and twist the cap back down making sure there isn't a bend or twist in the ink tube

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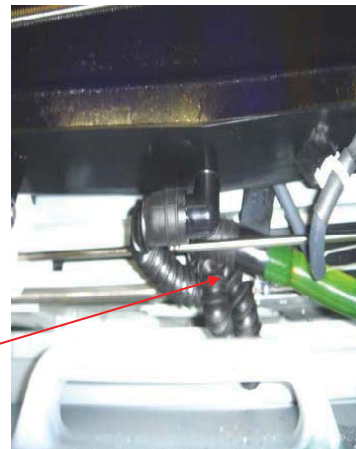
No twist or kinks in the  
molded lines of the tube

The tube comes outside the  
machine when the ink pan  
moves into the machine  
over the BP Unit.



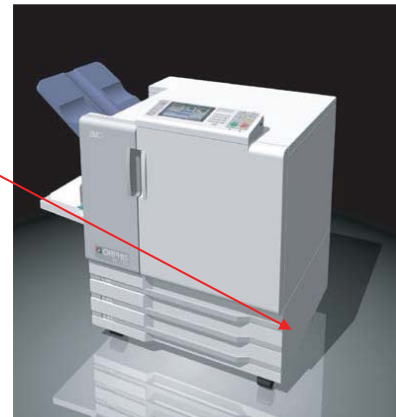
The tube goes inside the  
machine when the ink pan  
moves into the machine  
over the BP Unit

When tray 1 is opened or  
closed and the tube is  
twisted inside the machine,  
tray 1 hits the tube and  
eventually breaks the tube  
and leaks ink.



8. Place the cap on the new tank and twist to close.
9. Screw the side cover back on with the four screws.

**Waste ink should be recycled according to federal, state  
and local guidelines.**



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### RISO, INC Waste Ink Procedure

#### Inkjet Ink Cartridge Removal and Disposal



1. Unlock the door

2. Open the door



3. Lift up slightly on the  
ink cartridge

4. Pull out the cartridge



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Some of the components of the inkjet cartridge are recyclable or disposable. To remove the bladder from the cardboard, cut the plastic tape along the top both front and back side. The bladder will slip out.

The **nozzle** is a #5 (PP) plastic and can be recycled. It must be broken away from the bladder before recycling.

The **cardboard** container is recycled and can many times be included in your curbside recycling.

The ink **bladder** can be disposed of in compliance with [EPA](#), state and local environmental regulations. Under no circumstances should any remaining ink be disposed of down a drain.

Handling instruction can be found on the Material Safety Data Sheet found on the RISO, INC web site, [us.riso.com](http://us.riso.com).





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RISO, INC Waste Ink Procedure

### Duplicator Ink Cartridge and Disposal



1. Open the front cover of the duplicator
2. Twist the ink cartridge as indicated in the directions printed above the cartridge



3. Pull out the ink cartridge and recycle.

The duplicator **ink tube** is composed of #5 (PP) plastic and the **end caps** are also #5 (PP) plastic.

Check with your local recyclers if they accept #5 (PP) plastic.

The ink remaining in the tube should be recycled according to [EPA](#), state, and local environmental regulations.

Handling instruction can be found on the Material Safety Data Sheet found on the RISO, INC web site, [us.riso.com](http://us.riso.com).