



## Scope and Policy

Issued by: QEHSMS

EFF. DATE: 12/20/2023

REV: 19

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### I. Scope:

The CDR Global Inc. Management System is integrated for conformance with ISO 9001, ISO 14001, ISO 45001, and R2v3 standards. CDR Global Inc. is the d/b/a of Computer Dealers and Recyclers Global Inc. There are no other related legal entities affiliated with the company.

Physical Boundaries: CDR Global operates in a single facility located at 401 N Portland Ave. Oklahoma City, OK, 73107.

R2v3 Scope Statement:

**Downstream Vendor Management, Testing and Repair, Logical and Physical Data Sanitization, and Materials Recovery of used electronic equipment, components, and materials.**

R2v3 Applicable Process Appendices:

- **Appendix A – Downstream Recycling Chain**
- **Appendix B – Data Sanitization (Logical Sanitization and Physical Destruction)**
- **Appendix C – Test and Repair**
- **Appendix E – Materials Recovery**

Integrated Management System Scope Statement (for ISO 9001:2015, ISO 14001:2015, and ISO 45001:2018):

**IT Asset and Electronics Value Recovery through Refurbishment, Remarketing, Recycling, Data Security, Reporting and Logistics Management.**

Exclusions: ISO 9001:2015 Section 8.3, Design and Development of Products and Services, including all subsections. CDR Global's scope of operations excludes Design and Development as it relates to conformance to the standard. This exclusion does not affect CDR Global's ability to meet customer needs and applicable regulatory requirements.

### II. Policy:

This policy has been established to be appropriate to the purpose, size, context, nature, scale, environmental impacts, IMS risks, and IMS opportunities of the organization's activities and services according to the scope of the IMS. CDR Global is committed to:

- (1) Comply with and fulfilling all applicable legal, data security, and other requirements
- (2) Continually improve upon the effectiveness of the Integrated Management System to enhance Quality, Environmental Health, and Safety
- (3) Protection of the Environment: increase reuse of electronic assets, including prevention of pollution and increase the recycling of EOL materials
- (4) Providing safe and healthy working conditions for the prevention of work-related injury and ill-health
- (5) Providing a framework and developing and Maintaining a Procedure for Establishing and achieving Objectives & Targets for IMS.
- (6) Follow Reuse, material recovery, and disposal hierarchy throughout the recycling chain
- (7) Eliminate hazards and reduce OH&S risks
- (8) Consultation and participation of workers, and, where they exist, workers' representatives.

Currently, the management Representative for the management system at CDR Global is David Hamman. The IMS policy is communicated within the organization through training and postings. It is available to the interested parties as defined in the Communication Procedure.

### ASSIGNMENT OF RESPONSIBILITY AND AUTHORITY

It is the policy of CDR Global that whenever a Procedure or Work Instruction assigns responsibility and authority for the performance of a task, the responsible party may delegate the performance of the task to anyone they choose, providing they ensure that the:

1. The assignment is clear to and understood by the appointee,
2. The appointee is competent to perform the task, and
3. The results of the work performed to meet the requirements.

### UNCONTROLLED POLICY MANUALS

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An unchecked copy of the IMS policy Manual may be given to anyone, understanding that CDR Global has the right to revise the manual, at its discretion, without giving them notice.

#### Record of Revisions

<b>Revision</b>	<b>Revision Date</b>	<b>Description</b>
15	4/1/2022	Reissued for R2v3 transition
16	9/9/2022	Clarified appendix B, legal entity, and physical address. Changed Mgt Rep to DH.
17	12/15/2022	Clarified Scope to align with wording required under R2v3. Minor other clarifications.
18	7/1/2023	Added Appendix E
19	12/20/2023	Updated address