



## **Homerton College Cambridge Policy on PC Disposal**

### **Background**

Each year the College replaces 20% of their desktop PCs. This results in a number of redundant PCs that need disposal. These PCs are no longer suitable for College use but may be of use to a home user. This is arranged through recycling companies that provide a small revenue for each unit.

### **Staff Use**

We have agreed that as an alternative staff may request one of these PCs for personal use, under the following conditions.

1 PC per staff member

Ownership will be transferred from the College to staff member via a sign off form

PCs will have a basic version of Windows installed

No further support will be available for hardware or software

PCs will be advertised on the staff Intranet and issued on a first come, first serve basis

PCs will be supplied with a power cable, a mouse and a keyboard. No monitor will be supplied

If monitors are available, they will be advertised separately under the same conditions.