

**OPERATION, UTILIZATION AND MAINTENANCE:** Is the product:

- accompanied by clear and comprehensive operating instructions?  
(This will help ensure that it is used efficiently)
- easy to maintain in good operating condition?
- economical to repair?
- easy to upgrade?

**DISPOSAL:** Can the product or its parts:

- be reused (i.e. furniture which can be refurbished) or reallocated?
- be resold through Crown Assets Disposal?
- be returned to the supplier for reuse, recycling or recovery?
- be contributed to a waste exchange program?