

Battery Mailer Program Information

The role as the Battery Collection Leader is simple – as the person of contact for your designated building you will be responsible for any battery that is University related that needs to be sent to EHS for recycling/disposal.

The mailer program essentially works like this:

- Any person within your designated building that has a recyclable battery (not alkaline) that is University operations related will bring their battery to you
- You will ensure the battery has proper terminal protection (either individually bagged or the terminals of each battery is taped with clear packaging tape or electrical – not scotch tape or solid colored tape such as duct tape)
- Place the taped or bagged battery into the battery mailer envelope - EHS will set you up with padded mailer envelopes
- DO NOT SEAL THE MAILER, PLEASE USE THE BRASS FASTENERS – we reuse these envelopes
- Place the envelope in your collection area for Campus Mail (the mailers are preaddressed to EHS)
- After we receive your battery(s), we will send the empty envelope back to you for reuse.

***NOTE* Exceptions to batteries that can be mailed are any broken, leaking or reacting battery, and large lead acid batteries. Do not send these through the battery mailer program, please submit a LionSafe disposal request for these items. Alkaline batteries are not collected for recycling – these can be thrown in the trash.**

Any Questions or Concerns, please contact us @ EHS 814-865-6391, psuehs@psu.edu.