Project Scope Statement

# Scope Description

**Project Scope:** The Electronic Recycling Factory project involves the design, construction, and operational setup of a facility for collecting, sorting, and recycling electronic waste (e-waste).

The primary focus will be on recovering valuable materials from e-waste, ensuring safe disposal of hazardous materials, and complying with environmental regulations. The project also aims to create job opportunities and promote community awareness of the importance of electronic recycling.

**Product Scope:** The final product of the project will be a fully operational recycling factory that processes e-waste, with the following features:

* + Collection system for electronic waste.
  + Sorting, disassembly, and recycling processes to extract valuable materials
  + Safe disposal systems for non-recyclable and hazardous components.
  + Compliance with all applicable environmental regulations and standards.
  + Community engagement initiatives to promote recycling awareness.



# Acceptance Criteria

For the project to be considered complete and successful, the following criteria must be met:

* + **Facility Operations**: The recycling facility must be able to process a minimum of 100 tons of e-waste per month.
  + **Regulatory Compliance**: The factory must obtain all necessary permits and meet or exceed environmental and safety regulations, including hazardous material management.
  + **Recycling Efficiency**: A minimum of 95% recovery rate of valuable materials from e-waste should be achieved.
  + **Community Engagement**: At least 3 campaigns of community per month awareness programs must be conducted.
  + **Training and Jobs**: A workforce must be trained and employed for the factory’s operations, with at least one time every 3 months of jobs created.



# Deliverables

The following are the key deliverables for the project:

1. **Design Documents**: Detailed plans for facility layout, equipment specifications, and operational workflows.
2. **Permits and Licenses**: All required legal documentation, including environmental permits and business licenses.
3. **Recycling Facility**: A fully functional recycling plant with waste sorting, processing, and disposal systems.
4. **Staffing and Training Plan**: A workforce hiring plan and employee training program.
5. **Community Outreach Plan**: An outreach strategy for educating the community about e-waste recycling.
6. **Monthly Reports**: Reports on e-waste collection, recycling rates, and material recovery.
7. **Final Project Report**: A comprehensive report summarizing the project's completion, including financials, performance metrics, and operational readiness.



# Out of Scope Items

The following items are explicitly **out of scope** for this project:

* + Handling of non-electronic waste materials.
  + The development of advanced recycling technologies beyond the planned equipment.
  + Expansion to multiple factory locations or new regions beyond the initial facility.
  + Research and development of new e-waste materials not covered by current recycling processes.
  + Long-term maintenance of the facility post-launch (will be managed by an operational team post-project).



# Constraints

* + **Budget Expectations (BAC) :** The total project cost is capped at 7,349,667EGP.
  + **Time Frame**: The project must be completed within 12 months.
  + **Regulatory Compliance**: The factory must meet all local, national, and international environmental regulations before operations begin.
  + **Resource Availability**: There may be constraints on obtaining specialized recycling equipment and skilled labor for the factory.

# Assumptions

* + **Sufficient Supply of E-Waste**: The project assumes that a consistent and adequate supply of E-Waste will be available from collection programs and partnerships.
  + **Permit Approval**: It is assumed that all necessary permits and environmental licenses will be approved without significant delays.
  + **Community Engagement**: The community is assumed to be receptive to recycling programs and participate in e-waste collection efforts.
  + **Stable Economic Conditions**: Assumes stable economic conditions and no significant cost inflation during the 12-month project period.

Thank you

ERI team