



Hardware Donation: Memorandum of Understanding

Recipient:

Mer-IT Digital Community Interest Company.

Company No: 12744736

128 City Road,

London EC1V 2NX

0207 101 4937

info@mer-it.org

Donor:

Name of Company:

Address:

Date of Agreement:

Executive Summary: Partnership at a Glance

This document outlines the terms of our partnership, turning your redundant IT hardware from a liability into a triple-impact asset for the community and the environment.

- **Social Impact:** Your hardware empowers our training programmes for vulnerable and unemployed young people in London. Partnering with organisations like Islington Mind, we provide accredited skills and direct pathways to employment, with **70% of our graduates moving into employment or further education** within three months of our last course.
- **Environmental Impact:** You are taking a powerful step to combat the UK's e-waste crisis. We extend the life of your equipment, preventing it from entering landfill. Any non-viable parts are responsibly recycled through our WEEE-compliant partners, including the North London Waste Authority.
- **Data Security:** We guarantee the secure destruction of all data. You can choose to have us perform a certified data wipe using industry-leading software (see Section 2.2), providing you with a full audit trail for your compliance needs.
- **Sustainable Model:** To fund our mission, we operate a transparent social enterprise model. We reserve the right to sell a portion of donated devices (approx. 30%) to cover the significant costs of refurbishment, training, and logistics. This ensures our work can continue long-term.
- **Financial Partnership:** We invite you to accelerate your impact with an additional financial contribution, directly supporting our trainees and operational costs.

1. Introduction

This Memorandum of Understanding (MOU) is entered into on the date specified above between
(“the Donor”) and **Mer-IT Digital CIC** (“Mer-IT”).

This document outlines our shared understanding regarding the donation of used IT equipment. Its purpose is to ensure full transparency regarding data security, environmental responsibility, and the social value generated through this partnership.

Please pay special attention to the sections **highlighted in Blue.**

Please note: This MOU is not intended to be a legally binding contract but rather serves as a statement of the current intentions of both parties.

2. The Power of Your Donation: From Liability to Legacy

The UK is one of an unfortunate leader in generating e-waste. Disposing of used corporate IT is not just a logistical challenge; it's a significant environmental and data-security liability.

Your donation to Mer-IT transforms this liability into a powerful asset. By giving your hardware a second life, you are:

- **Championing Environmental Sustainability:** Directly reducing the carbon footprint associated with manufacturing new devices and preventing hazardous materials from entering landfill.
- **Creating Life-Changing Opportunities:** Providing essential tools and hands-on training for young people facing barriers to employment, equipping them with the skills to build a better future.

3. Terms of Donation

3.1. Schedule of Equipment The Donor agrees to provide a list detailing the quantity and general description of the equipment being donated (e.g., "50x Dell Latitude Laptops," "20x HP Monitors"). This can be provided in the body of an email or as an attached spreadsheet.

3.2. Data Security & Destruction Mer-IT guarantees that 100% of data-bearing devices will be securely and irrevocably wiped or destroyed. The Donor must select one of the following options:

- **OPTION A: Devices Wiped by Donor** The Donor confirms that it has performed data destruction to its own internal standards prior to donation. Mer-IT will still perform its own standard data wipe but assumes no liability for data left on the devices prior to collection.
- **OPTION B: Secure Data Wiping by Mer-IT** The Donor entrusts Mer-IT to act as a data processor for the sole purpose of data destruction. Mer-IT will take ownership of the equipment and securely wipe all data-bearing devices using our standard software, **Eurosoft ZeroData**.
 - **Certificate of Data Destruction:** For a fee of [£5 Cost per Drive], Mer-IT can provide a formal Certificate of Data Destruction for each wiped hard drive, providing a formal audit trail for your records.
 - **Advanced Wiping (Blancco):** Wiping services using Blancco, the market leader in data erasure, are available upon request and will be quoted for separately.

3.3. Logistics & Collection Logistics for the transfer of equipment will be agreed upon on a case-by-case basis. Unless otherwise specified, Mer-IT will arrange collection from the Donor's premises at a mutually agreed-upon time.

3.4. Transfer of Title Upon collection by or delivery to Mer-IT, the full and unencumbered title and ownership of all donated equipment transfers entirely to Mer-IT Digital. Mer-IT will then have the sole right to determine the best use for each item, including refurbishment, donation, sale, or responsible recycling.

4. Our Sustainable Partnership Model

Refurbishing electronics is a resource-intensive process involving significant costs for parts, skilled labour, and operational overheads. To ensure the financial sustainability of our social mission, Mer-IT operates a transparent social enterprise model.

Mer-IT reserves the right to sell a portion of the donated equipment (typically around 30%).

Revenue generated from these sales is not profit; it is essential funding that is directly reinvested to:

- Subsidise the cost of refurbishing devices for donation to beneficiaries.
- Cover the operational costs of our training programmes.
- Sustain our organisation so we can continue our positive community impact.

An Appeal to Accelerate Your Impact While your hardware donation is the bedrock of our work, a financial contribution can significantly accelerate the social return on your investment. Financial support allows us to purchase specialist tools, new parts, and provide greater support for our trainees.

To make a financial donation, please visit our secure donations page: <https://www.mer-it.org/donations>

5. Recognition & Reporting

We are proud to partner with you and want to celebrate your contribution.

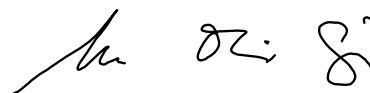
- **Public Recognition:** We would be delighted to thank your organisation with a post on our social media channels (Instagram & Facebook). We will always seek your explicit permission before posting. May we also have your permission to add your company logo to the "Our Supporters" section of our website?
 - **Yes, you may recognise us on social media and your website.**
 - **No, we prefer the donation to remain anonymous.**
- **Impact Reporting:** For an additional fee, we can provide bespoke impact reports, including a detailed "Journey Description" of your donation, tracing its path from your office to the hands of a beneficiary. Please contact us for details.

6. Agreement

By signing below, both parties acknowledge and agree to the terms outlined in this Memorandum of Understanding.

Company Name:

Recipient: Mer-IT Digital



Signature

Signature

Name:

Name: Mercedes Oli

Title:

Title: Chief Executive

Date: