InterConnection.org
CHARITABLE REUSE, RESPONSIBLE RECYCLING

Certificate of Data Destruction

This certifies that InterConnection, a 501c(3) nonprofit organization, received donated computers and hard drives from the organization listed below. All equipment is now the property of InterConnection. InterConnection's professional liability insurance and Cyber Security liability insurance covers losses and damage caused by data theft or loss of data from the received hard drives and digital media storage devices. InterConnection carried out the following procedures to ensure that customer proprietary information was totally removed from computer hard drives that were donated to the InterConnection.

Transportation and Storage Security

All equipment listed in the donation receipt was received by an InterConnection authorized personnel, and stored in a secure, monitored and locked facility. The facility is monitored by security cameras and an ADT alarm system.

Data Destruction Procedure

1. Secure Storage

All computer equipment was stored in a secure (locked) and monitored storage facility until the hard drive data was destroyed per InterConnection's standards and procedures.

2. An InterConnection employee destroyed data on all hard drives received according to the following procedure(s):

- [x] Crush: Hard drives were placed inside a specialized machine and a conical punch inside the unit delivered 12,000 pounds of hydraulic force to the drive, causing catastrophic trauma to the hard drive's chassis, destroying its internal platter, and then shredded according to the National Institute of Standards and Technology's (NIST) Special Publication 800-88 Guidelines for Media Sanitization.
- [ ] Shred: Shredded according to the National Institute of Standards and Technology's (NIST) Special Publication 800-88 Guidelines for Media Sanitization.
- [ ] 1-Pass Wipe: Software was used on hard drives to overwrite all addressable storage and indexing locations on the drive one time with zeros (0x00) and then verified.
- [x] 3-Pass Wipe: Software was used on hard drives to overwrite all addressable storage and indexing locations on the drive three times with zeros (0x00), complement (0xFF) and random characters and then verified.

Company Information

Company Name: SAMPLE

Donor Contact Name: _____

Please contact Jeremy Westfall at jeremy@interconnection.org or (206) 633-1517 x113 if you have any questions.

Date: 11/20/2014

Charles Brennick

Charles Brennick, Director