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Certificate of Hard Drive Degauss and Destruction

This report documents and certifies that all records received at our facility have undergone the procedures listed in Section A.

Customer Name:	Date Received	Total Hard Drives Received:
		Record Type:

Purchase Order #	Date of Destrction	Total Hard Drives Destroyed:

A. Hard Drive Degauss and Destruction Procedures: All Hard Drives received at our facility are kept in a locked, enclosed storage area to ensure the security of materials received. The drives are then purged through proper erasure procedures. This ensures that proprietary information remains unrecoverable. Once the drives have been sanitized, each unit proceeds through destruction process. Each drive is properly destroyed by drill pressing in order to ensure that the drive is deemed unusable.

I hereby certify that the above performances of these procedures are true and that we will be responsible for any consequential damage that may occur, due to security reasons on our behalf.

Sample Only

Operations Manager

Signature

Date