



human-i-t

# You did good.





human-i-t

# CERTIFICATE OF DATA DESTRUCTION

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## Company X

This document details the procedures we perform to ensure all sensitive data is completely removed from any storage mediums that are donated to Human-I-T. To guarantee full data protection, we only use procedures that are in full compliance with HIPAA, The HITECH Act, and other data security standards.



**TRANSPORTATION & STORAGE** All storage mediums donated to us get transported and locked inside of a secure facility while they await processing.



**HARD DRIVE DATA SANITIZATION** Using a NIST 800-88 method, we overwrite existing data with random data throughout the entire storage medium to destroy any leftover data. Then, we rescan the hard drive to verify that all data has been wiped.



**PHYSICAL CRUSHING** If software-based methods are unable to verify absolute data destruction, we'll physically crush the storage medium and then responsibly recycle it via an R2 certified\* organization.



**ALL DATA IS ERASED INCLUDING**

- NTFS, FAT/exFAT, HFS+ volumes from areas containing deleted and unused data
- File slack space (unused bytes in the last cluster occupied by file)
- Free clusters (unused by file data sectors)
- Deleted MFT records on NTFS and Directory system records on FAT/exFAT

The R2v3 Standard establishes responsible reuse and recycling ("R2") practices for the management and processing of used electronics globally. By certifying to this Standard through an accredited third-party Certification Body, an R2 Facility can help IT asset managers, sellers of used electronics, and prospective purchasers of IT Asset Disposition, refurbishment, remarketing, and recycling services (among others) make informed decisions and have increased confidence that used electronic equipment is managed in an environmentally responsible manner, protective of the health and safety of workers and the public, and that all data on all devices is secure and effectively destroyed.

Javier Claros, Director of IT



Hard Drive Receipt

Company X

MM/DD/YYYY

Hard Drive Serial Number	Method of Data Destruction
123456789	Physically Crushed
123456789	Physically Crushed
123456789	Physically Crushed
123456789	Wiped (D2)
123456789	Wiped (D2)

human-i-t.org | 888.268.3921 | donate@human-i-t.org



## Charitable Donation Receipt

Company X

MM/DD/YYYY

Opportunity ID: XXXXXXXXXX

Item Type	Brand	Model Number	Serial Number	QTY	Category
Monitors	Dell	2407FPt	123456789	1	Computer Accessories
Monitors	Dell	2407FPt	123456789	1	Computer Accessories
Monitors	Dell	2506HMT	123456789	1	Computer Accessories
Desktop	HP	Compaq Elite 8000	123456789	1	Computers & Tablets
Desktop	HP	Compaq Elite 8001	123456789	1	Computers & Tablets
Laptop	Apple	A1908	123456789	1	Computers & Tablets
Laptop	Dell	Inspiron 2430	123456789	1	Computers & Tablets
Laptop	Lenovo	X7 Plus	123456789	1	Computers & Tablets
Tablets	Apple	A1307	123456789	1	Computers & Tablets
Tablets	Apple	A1308	123456789	1	Computers & Tablets
Laser Printers	HP	Color LaserJet 1340dn	NA	1	Printers & Scanners

Total Weight Diverted in Lbs: 1,000

Total Value in US Dollars:

(to be completed by the donor)

Human-I-T hereby acknowledges receipt of the equipment listed above and confirms that we take full ownership and liability for the equipment. Any storage devices that Human-I-T isn't able to confirm data removal will be deemed unusable and the storage device will be physically destroyed, rendering it useless. Any equipment deemed unusable will be recycled in an environmentally sound manner and meet all applicable local country and state regulatory laws and requirements.

[human-i-t.org](http://human-i-t.org) | 888.268.3921 | [donate@human-i-t.org](mailto:donate@human-i-t.org)

Human-I-T is a 501(c)3 Organization EIN: 46-0773284