

# QUESTION YOUR ITAD VENDOR



IT asset disposition (ITAD) can mitigate the risk of data breach, but does your ITAD vendor do it the right way? Choosing the best partner to manage the process is critical. Use this guide to evaluate your current and potential new vendors in four key areas: Media and Hard Drive Destruction, e-Waste Recycling, IT Asset Remarketing and Overall Vendor Profile.

MEDIA AND HARD DRIVE DESTRUCTION	YES/NO
In addition to typical IT equipment, can you destroy a wide range of plastic media - including CD's, film, photos, thumb drives, employee badges, x-rays and bank cards?	
Can you create an inventory of the materials designated for destruction and track them as they move offsite?	
Will you transport these items offsite following a secure, auditable workflow using your own vehicles?	
Does the transportation process include a fully documented chain of custody?	
Will my media and IT assets be screened and fully vetted by in-house employees?	
Do you offer data destruction and degaussing services that comply with the NIST 800-88 standard for media sanitization?	
Compliance concerns make me wary of off-site. Can you destroy assets at my facility?	
Will I receive documented proof my assets were securely destroyed?	

E-WASTE RECYCLING	YES/NO
Will you destroy the data on all of my assets prior to recycling them?	
Can you de-manufacture my e-waste into its component parts and recycle each piece properly?	
Are you able to confirm that my e-waste will never be sent to a landfill?	
Is your recycling program certified by a third-party such as e-Stewards® or R2® that specializes in ITAD best practices and compliance?	

IT ASSET REMARKETING	YES/NO
Do you offer a Fair Market Value price lock?	
Will you completely erase all data-bearing devices, prior to remarketing?	
Do you maximize remarketing value through a network of multiple direct sales channels?	
Will you recycle all hardware that has insufficient end-of-life value?	
Do the same security and chain-of-custody measures utilized during destruction and e-waste recycling apply to the remarketing process?	

OVERALL VENDOR PROFILE	YES/NO
<b>Financial Profile:</b> Do you have the resources to stand behind all liability related to a data breach or environmental violation?	
<b>Fleet Security:</b> Do you use alarmed and GPS-tracked vehicles? Can you service sizable organizations with multiple sites?	
<b>Global Footprint:</b> Do you have a physical presence in all of the countries you serve?	
<b>Future Ready:</b> Do you have a defined roadmap and an ongoing commitment to enhancing your services to account for the growth of e-waste, as well as changing regulations regarding how it should be managed?	

We've got your ITAD answers.

Visit [www.IronMountain.com/questionIT](http://www.IronMountain.com/questionIT) or call 1-877-654-3809