

# Byteback Computer Recycling

## Standard Data Removal Policy

- The protection and destruction of all computer data will be the sole responsibility of Byteback Computer Recycling upon the completion and signing of the Duty of Care documents issued.
- We require an authorised member of staff representing the current owner of the data to be present at the exchange.
- Data removal will be completed by Byteback Computer Recycling.
- All data is removed wherever possible through software means using DBAN (<http://dban.sourceforge.net>) using a minimum of a three pass data wipe setting to the standards described by American DoD Short Standard Wipe.
- A hard drive that is determined by DBAN as faulty or one containing data that cannot be removed through software means will be physically destroyed.
- A certificate of data removal will not be issued and no formal notification of completion of work will be given.
- All successfully erased hard drives are donated without charge to one of our five permanent partner organisations or charities and community groups that meet our qualifying criteria.
- A chargeable certified service is also available upon request.