

DUTY OF CARE : WASTE TRANSFER NOTE (WTN)

Version 6 - 13.02.2019



www.reviveit.co.uk

SECTION A - Description of waste - PART A1, A2 A3:					
Description	Quantity	Approx weight per item (kg)	Total Weight (kg)	Physical form / how is it contained?	EWC CODE
PC		10	0	Solid / Loose	20:01:36
Server		20	0	Solid / Loose	20:01:36
Printer/Fax/Scanner		10	0	Solid / Loose	20:01:36
Networking		5	0	Solid / Loose	20:01:36
			0	Solid / Loose	20:01:36
			0	Solid / Loose	20:01:36
Toner / Ink Cartridges		1	0	Solid / Loose	08:03:18
Misc		N/A		Solid / Loose	20:01:36
Total Weight (kg):			0		

SECTION B - Current holder of the waste - Transferor
 By signing in Section D below (1) I confirm that custody of all equipment has been transferred immediately to Revive IT (2) I am legally allowed to transfer custody of the inventory (3) I have fulfilled my duty to apply the waste hierarchy.

B1 - Organisation, name and contact details:

B2 - Applicable authority: SIC code (2007): 43.21
Local council & Environment Agency

B3 - Are you:
 The producer of the waste? **YES**
 The importer of the waste?
 The local authority?
 The holder of an environmental permit?
 Permit number:
 Issued by:
 Registered waste exemption?
 Details inc. reg number:
 Registered waste carrier, broker or dealer?
 Registration number:
 Other details?

C3 - Are you:
 The holder of an environmental permit?
 Issued by:
 Registered waste exemption? **YES**
 Details, including registration number:
 T11 Exemption - NC2/061261/2018
 A registered waste carrier, broker or dealer? **YES**
 Registration number: CBDU179528
 Details (are you a carrier, broker or dealer?)
 Carrier, Broker and Dealer

D2 - Broker or dealer who arranged this transfer:
 Revive IT Recycling Ltd
 7-8 Buslingthorpe Green
 Leeds
 LS7 2HG
 Registration number: CBDU179528
 Collection time:

SECTION C - Transferee (Revive IT)

C1 - Representative:
Company name and address:
 Revive IT Recycling Ltd
 7-8 Buslingthorpe Green
 Leeds
 LS7 2HG
Vehicle Reg:

C2 - Are you:
 The local authority? **NO**

SECTION D - The transfer

D1 - Address of transfer or collection point:
 Postcode: See B1
 Date of transfer (DD/MM/YYYY):

D1 - Address of transfer or collection point:
 Postcode: See B1
 Date of transfer (DD/MM/YYYY):

Transferee's signature:
 Name:
 Representing: Revive IT Recycling Ltd

Transferor's signature*:
 Name:
 Representing:

*By signing above I confirm acceptance of the associated Service, Collection & GDPR Contract Form.

SECTION E - Data Sanitization Capability Statement:

At customers site:		Media type:	At processing facility:	
Reuse:	Destruction:		Reuse:	Destruction:
HDD & Additional storage device removal - system resets	Shredding / Crushing / Physical destruction	Standard computers / Servers / Laptops	HDD & Additional storage device removal - system resets	Shredding / Crushing / Physical destruction
Blancco / MediaClone Superwiper / CRU Erazor Ultra / Revive IT Wiping System 1.2 / OEM Utilities / Linux Secure Erase	Shredding / Crushing	Hard drives inc. SSD	Blancco / MediaClone Superwiper / CRU Erazor Ultra / Revive IT Wiping System 1.2 / OEM Utilities / Linux Secure Erase	Shredding / Crushing
Reset electronically	Control panel / mainboard destruction - if applicable HDD removal	Printers / MFPs / Copiers	Reset electronically	Control panel / mainboard destruction - if applicable HDD removal
Reset electronically or data sanitized - confidential data deleted	Physical destruction via damage to the solid state chip	Thin clients	Reset electronically or data sanitized - confidential data deleted	Physical destruction via damage to the solid state chip
Factory reset / security wipe / Blancco wipe	Shredding	Mobile phones / Tablets	Factory reset / security wipe / Blancco wipe	Shredding
Factory reset / reflash / secure erase	Physical destruction via damage to the solid state chip(s) & connection ports - storage device removal	Routers / Firewalls / Networking hardware	Factory reset / reflash / secure erase	Physical destruction via damage to the solid state chip(s) & connection ports - storage device removal
Decided by case by case basis	Decided by case by case basis	AV Hardware	Decided by case by case basis	Decided by case by case basis
n/a	Shredding	Media tapes / VHS tapes / CDs / Floppy discs	n/a	Shredding
Security wipe	Physical destruction or Shredding	USB / Security generators / Flash cards	Security wipe	Physical destruction or Shredding
n/a	Shredding	Confidential paperwork	n/a	Incineration
Decided by case by case basis	Decided by case by case basis	Other	Decided by case by case basis	Decided by case by case basis