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IT Equipment Recycling & Data Destruction Services

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
Base Unit		10		Solid / Loose	20:01:36
Server		20		Solid / Loose	20:01:36
Printer/Fax/Scanner		10		Solid / Loose	20:01:36
Networking		5		Solid / Loose	20:01:36
				Solid / Loose	20:01:36
				Solid / Loose	20:01:36
				Solid / Loose	08:03:18
Misc		N/A		Solid / Loose	20:01:36
Total Weight (kg):					

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 tranfer custody of the inventory (3) I have fulfilled my duty to apply the waste hierarchy.

B1 - Company name, contact name, address and postcode:

Instructions for customer service team:

SIC code (2007): 43.21

B2 - Name of your unitary authority or council

B3 - Are you:

The producer of the waste?

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:

Details (are you a carrier, broker or dealer)?

C3 - Are you:

The holder of an environmental permit?

Permit number:

Issued by:

SECTION C - Person collecting the waste - Transferee

C1 - Full Name (driver):

Company name and address:

Revive IT Recycling Ltd

Unit 8 Buslingthorpe Green

Leeds

LS7 2HG

Vehicle registration:

C2 - Are you:

The local authority? NO

D2 - Broker or dealer who arranged this transfer (if applicable)

Revive IT Recycling Ltd

Unit 8 Buslingthorpe Green

Leeds

LS7 2HG

Registration number: CB/CE5904FA

Arrival time:

Departure time:

SECTION D - The transfer

D1 - Address of transfer or collection point:

Postcode:

Date of transfer (DD/MM/YYYY):

Transferee's signature:

Name:

Representing: Revive IT Recycling Ltd

Transferor's signature:

Name:

Representing:

SECTION E - Data Sanitation

All data carrying assets are handled in accordance with our Data Sanistation Capability Statement (below)

E1 -Customers specific data saniation requests if different to our Data Sanitation Capability Statement:

E2 - Customers email for Data Sanitation results:

E3: Asset report required:

Revive IT Data Sanitation Capability Statement - Standard Pro Data Destruction:

Version 4 - 29.07.2016				
At customers site:		Media type:	At processing facility:	
Reuse:	Destruction:		Reuse:	Destruction:
Ask for service level upgrade	Ask for service level upgrade	Hard drives inc SSD Hard drives	Single pass overwrite using Proprietary Revive IT software / Drive eRazer Ultra / SuperWiper	Crushing via EDR crusher / Physical destruction
Ask for service level upgrade	Ask for service level upgrade	Printers / MFPs / Copiers	Reset electronically	Control panel / mainboard destruction - if applicable HDD removal
Ask for service level upgrade	Ask for service level upgrade	Thin clients	Reset electronically or data sanitized - confidential data deleted	Physical destruction via damage to the solid state chip
Ask for service level upgrade	Ask for service level upgrade	Mobile phones	Factory reset / security wipe	Crushing via EDR crusher
Ask for service level upgrade	Ask for service level upgrade	Android / Windows phones	Secure erase program	Crushing via EDR crusher
Ask for service level upgrade	Ask for service level upgrade	Routers / Firewalls / networking hardware	Factory reset / reflash / secure erase	Physical destruction via damage to the solid state chip(s) & connection ports
Ask for service level upgrade	Ask for service level upgrade	Media tapes	n/a	Crushing via EDR crusher
Ask for service level upgrade	Ask for service level upgrade	CDs / Floppy discs	n/a	Shredding
Ask for service level upgrade	Ask for service level upgrade	VHS Tapes	n/a	Crushing via EDR crusher
Ask for service level upgrade	Ask for service level upgrade	USB / Security generators	n/a	Physical destruction via impact / breaking
Ask for service level upgrade	Ask for service level upgrade	Confidential paperwork	n/a	Incineration
Ask for service level upgrade	Ask for service level upgrade	Other	Decided by case by case basis	Decided by case by case basis

* Revive IT has a quality control process in place which regularly tests a sample number of data carrying assets after the data sanitation process has been
* All data carrying assets which are received will undergo the same process regardless of any assurances from the client that they have already been destroyed.