

Confirmation of Hard Drive Destruction and Disposal Form

This hard drive cannot be wiped clean with software. OD/OIT understands that BEIP will drill the drive to destroy it and then will dispose of the drive.

This note is to acknowledge receipt of one hard drive:

Signature of person at BEIP receiving the drive

Date

Signature of person at OD/OIT dropping off the drive

Property number of machine the drive came from

Manufacturer of Hard Drive

Serial Number of Hard Drive

Please return this receipt to Bette Pollard, ISSO. (301) 402-6561.

Directions: BEIP is in Building 13, Room 3W57. Building 13 is right beside Building 12. It is an old building with a parking lot. Take an elevator at the end of the building to the third floor.

If you get lost or need a name of someone to speak to there call:

John Olguin 301.496.4131