

	Media & Hard Drive Destruction	e-Waste Recycling	IT Asset Reclamation
Definitions	Media (plastics) and hard drives are destroyed in a secure and eco-friendly manner.	e-Waste is demanufactured into dozens of commodity categories and recycled.	IT Assets are tested, graded, and refurbished for resale. Assets without resale value are recycled.
Examples of Asset Types	Media - A broad range of plastics: <ul style="list-style-type: none"> • Cartridges (LTOs/DLTs) • CDs/DVDs • Film/Photos • Badges • X-rays • Bank cards 	IT: computers, monitors, servers, tablets Office: copiers, scanners, fax machines, phones AV: TVs, projectors, speakers Hospitals: lab and medical devices Ancillary: keyboards, mice, cables, batteries	IT: computers, monitors, servers, tablets Office: copiers, scanners, fax machines, phones AV: TVs, projectors, speakers Hospitals: lab and medical devices
Not Accepted	<i>Bio Hazardous Material</i>	<i>Bio Hazardous Material</i>	<i>Bio Hazardous Material</i>
Standard Options			
BULK	<ul style="list-style-type: none"> • IM picks up media at customer's site. • IM records number of containers picked up (items are not scanned). • IM securely ships media to plant for shredding and/or incineration. 	<ul style="list-style-type: none"> • IM picks up e-Waste at customer's site. • IM records number of containers picked up (items are not scanned). • IM securely ships e-Waste to plant to be recycled. 	<ul style="list-style-type: none"> • IM picks up IT assets at customer's site. 1 • IM records number of containers picked up (items are not scanned). • IM securely ships IT assets to plant to be tested, graded, and refurbished for resale.
Tracking			
Pricing	Per pound rate.	Per pallet rate.	Per asset rate.
Reporting	CoD available via SecureSync®, which certifies that the contents of the containers picked up were destroyed.	CoD available via SecureSync, which certifies that the contents of the containers picked up were destroyed.	IM sends an audit report that provides specs on each asset and associated resale value. IM will certify that assets without resale value were recycled.
ITEMIZED VAULT	<ul style="list-style-type: none"> • IM picks up media if at customer's site. • IM records number of containers at pickup (items are not scanned). • IM inbounds/scans media into storage. • IM scans the media out of storage. • IM securely ships media to a plant for shredding and/or incineration. 	e-Waste Recycling is only processed via the bulk method.	<ul style="list-style-type: none"> • IM picks up IT assets at customer's site. 2 • IM records number of containers at pickup (items are not scanned). • IM inbounds/scans IT assets into storage. • IM scans the IT assets out of storage. • IM securely ships IT assets to a plant for processing.
Tracking			
Pricing	Per asset rate.		Per asset rate.
Reporting	CoD available via SecureSync, which lists all media being destroyed.		<ul style="list-style-type: none"> • IM sends an audit report that provides specs on each asset and the associated resale value. IM will certify that assets without resale value were recycled. • CoD also available via SecureSync, which lists all media being destroyed.
ITEMIZED SCAN ON SITE	<ul style="list-style-type: none"> • IM picks up media if at customer's site. 3 • IM records number of containers at pickup (items are not scanned). • IM scans media at the customer's site. IM can compare this scan to a customer's list if provided in advance. • IM inbounds/scans media into storage. • IM scans media out of storage. • IM securely ships media to a plant for shredding and/or incineration. 	e-Waste Recycling is only processed via the bulk method.	<ul style="list-style-type: none"> • IM picks up IT assets at customer's site. 3 • IM records number of containers at pickup (items are not scanned). • IM scans each asset at the customer's site. IM can compare this scan to a customer's list if provided in advance. • IM inbounds/scans IT assets into storage. • IM scans IT assets out of storage. • IM securely ships IT assets to a plant for processing.
Tracking			
Pricing	Per asset rate.		Per asset rate.
Reporting	CoD available via SecureSync, which lists all media being destroyed.		<ul style="list-style-type: none"> • IM sends an audit report that provides specs on each asset and the associated resale value. • IM will certify that assets without resale value were recycled. • CoD also available via SecureSync, which lists all media being destroyed.
ON SITE DESTRUCTION	On-Site Destruction must be quoted by the SITAD Support Team.	Not applicable for e-Waste Recycling.	Not applicable for IT Asset Reclamation.
Disposition-Billing – Reclamation Checks			
Disposition Process	Media (plastics) are destroyed via clean incineration process. Hard drives are shredded.	Data bearing devices are erased. e-Waste is demanufactured into dozens of commodity categories and recycled.	Data bearing devices are erased. IT Assets are tested, graded, and refurbished for resale.
Billing	The customer is invoiced for each order by the servicing branch.	The customer is invoiced for each order by the servicing branch.	The customer is invoiced for each order by the servicing branch. The processing plant will send the customer a check for 60% of the resale value of the assets.

1 Bulk is the recommended option for customers that want IT reclamation because the customer gets a full audit of their items from the processing plant.

2 Itemized-Vault is available for asset reclamation if the customer is required to have it; however, this is not recommended since a full audit report is provided.

3 Itemized-Scan on Site is available for media destruction and IT reclamation if the customer is required to have it; however, this is not recommended since a full audit report is provided for IT reclamation.