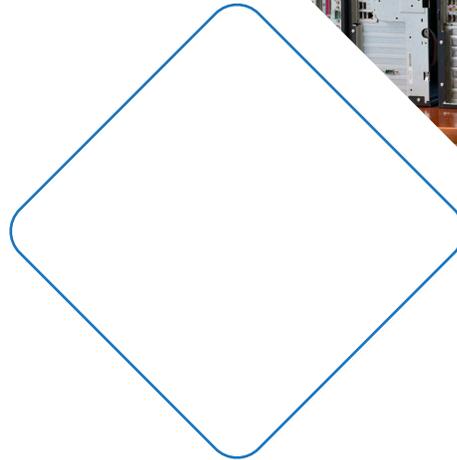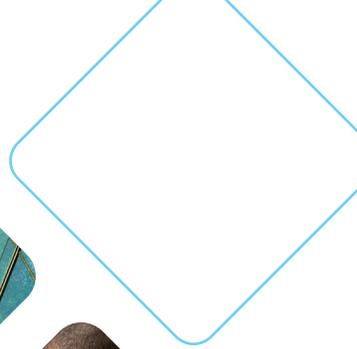# IRON MOUNTAIN®

ASSET LIFECYCLE MANAGEMENT

Secure & sustainable IT asset disposition

Your destination for retiring IT assets in a circular economy.

Your IT asset disposition (ITAD) program

Iron Mountain's ITAD program offers IT departments a secure and consistent solution for managing IT asset disposition. Drawing upon decades of experience in ensuring data security, we proudly serve 95% of Fortune 1000 companies.

Our unmatched data security is provided through a secure chain of custody that tracks the IT assets. From the moment of pickup, your IT assets are tagged and tracked. This meticulous process is facilitated by our world-class logistics, supported by an experienced team and a fleet of 3,600 purpose-built Iron Mountain trucks.

Whether you're managing extensive projects or handling smaller, ad-hoc ITAD needs, we have the solution for you. Our program offers flexibility and scalability, capable of accommodating the needs of various setups – be it a remote workforce, a single office, multiple offices, or even global operations spanning across numerous locations.

Experience the convenience of our user-friendly online portal, enabling seamless online ordering, asset tracking, and reporting, including the ability to retrieve your certificate of data destruction (COD), supporting compliance requirements. Ensure seamless workflows with IT service management (ITSM) system integration, such as ServiceNow, for an integrated process.

Delivering a high level of service, Iron Mountain takes pride in assigning a dedicated account manager to support your business. This ensures prompt service and responsiveness to your needs and requests.

Items accepted for ITAD

Data destruction + recycling.

Accepted items	Offsite	Onsite
Desktops	✓	
Notebooks	✓	
Servers / mainframes	✓	
Server racks / cabinets	✓	
Network devices	✓	
Telephones: desk & mobile	✓	
Teleconference systems	✓	
Tablets	✓	
Laptops	✓	
Hard drives: normal & SSD	✓	✓
Tapes	✓	✓
Zebra ribbons	✓	
Docking stations	✓	
Monitors: CRT, LCD, LED, etc	✓	
All-in-ones	✓	
Gaming systems	✓	
Projectors	✓	
Printers, copiers, scanners, fax machines	✓	
Toner cartridges	✓	
Cabling / wiring	✓	

Accepted items	Offsite	Onsite
GPS devices	✓	
Barcode scanners	✓	
Shredders	✓	
Storage enclosures	✓	
DVD / BluRay players	✓	
Cameras	✓	
UPS power supplies	✓	
Medical machines	✓	
Televisions (tube, plasma, LCD, LED)	✓	
Stereo systems	✓	
CDs / DVDs	✓	✓
USB cards & jump drives	✓	✓
SD cards	✓	✓
Retail POS	✓	
Microfilm / microfiche	✓	
ID badges	✓	
Bank Cards	✓	
Photographs	✓	
Cassette tapes	✓	✓
VHS	✓	✓

Items not accepted

Scrap metal	Non-electric devices	Home appliances	Aerosols	Hazardous waste
Loose plastics	Wood	Loose batteries	Bio hazards	Air conditioners
Paper	Tools	Glass	Paint	

Iron Mountain
ITAD services

Primary services

Media destruction - bulk or serialised

> Onsite or offsite

> Media and hard drives

> Destroyed in a secure and eco-friendly manner

IT asset remarketing

> Any data-bearing elements are sanitized or destroyed

> Asset tested, graded and refurbished

> Maximised value recovery

> Assets with no value are recycled

e-Waste recycling

> Any data-bearing assets destroyed

> Assets are demanufactured into commodity categories

> Recycled in eco-friendly manner

Additional services

> Onsite audit

> Data center decommissioning services

> Data erasure

> Deinstallation & removal

> Short term asset storage

> Box program

> Media console program

> Deployment & redeployment

> Lease return services
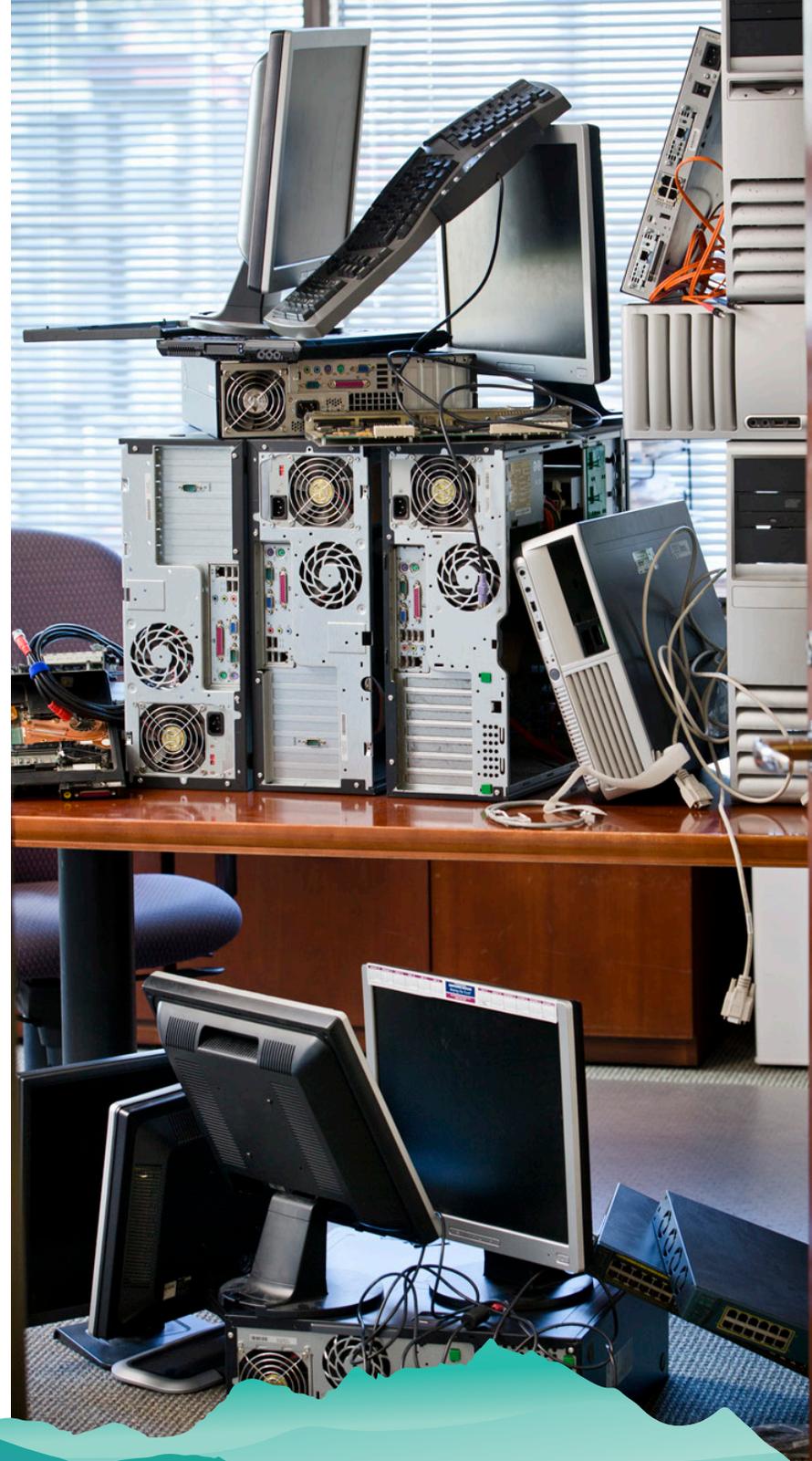
Comprehensive ITAD reporting

Support compliance requirements and receive reporting that quanti ies progress toward your organisation's sustainability goals.

Iron Mountain's ITAD program offers comprehensive reporting to ensure documentation requirements are met and compliance is achieved. Reports can be conveniently accessed through an online portal, giving users the flexibility to get the specific documentation they need. Iron Mountain's industry-leading secure chain of custody provides complete tracking and visibility, along with the reporting to support it.

Reporting includes:

> ### Settlement Report
Provides a consolidated wrap-up of the audit report, detailing the equipment collected, including its weight, make and model. It also outlines how each item was reviewed and disposed of, including the date.
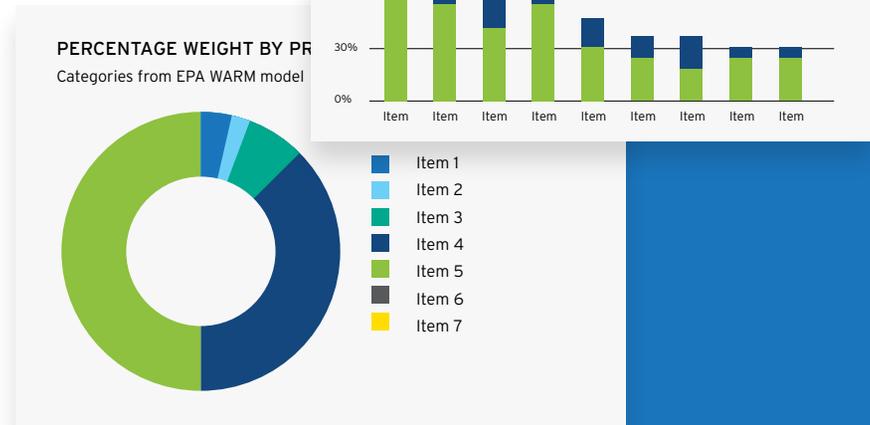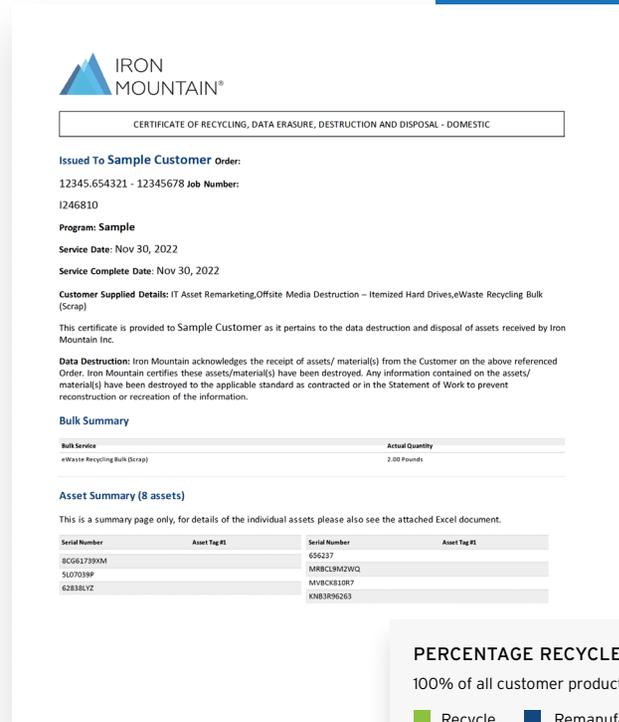
> ### Audit Report
This itemised processing provides a summary of the assets processed, including the make, model, and serial number of each item.

> ### Certificate of Destruction (COD)
Documentation and confirmation of the destruction of data-bearing media in compliance with all relevant laws and industry standards.

> ### The Environmental Benefits Report
Highlights the beneficial environmental impact of your ITAD program on the environment.

Certificate of Destruction (COD)

> Provides auditable evidence of data destruction

> Documents the end of the life cycle for IT assets

> Documents the service completion date by Iron Mountain

Audit Report

> Aggregates assets being processed across all client locations and programs

> Tracks assets by manufacturer, model, serial number, etc.

> Enables orders and activity to be fully integrated into existing ITAD programs

> Access reporting any time through an online portal

Environmental Benefits Report

> Weight diverted from landfills

> Greenhouse gas emissions avoided

> Metals recovered and diverted from landfills

> Energy savings

> Percentage of products remarketed versus recycled

Secure ITAD portal:
access reporting and place orders with ease

Streamline your workflow by integrating your IT service management (ITSM) system,
such as ServiceNow, with our online portal.*
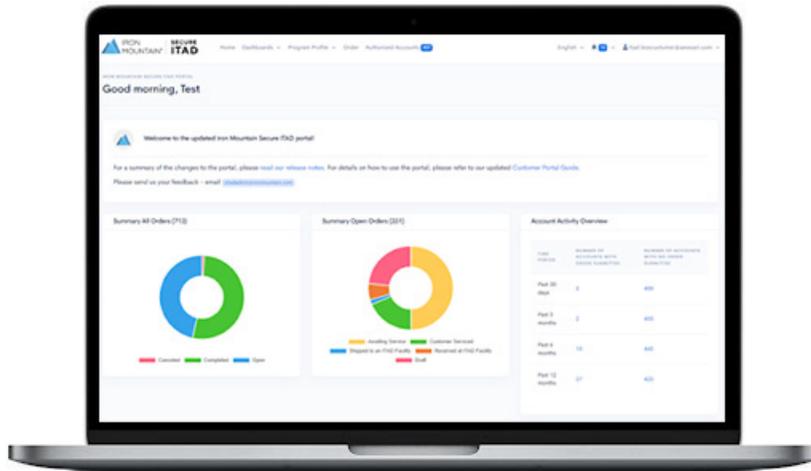
Schedule pickups online and track assets
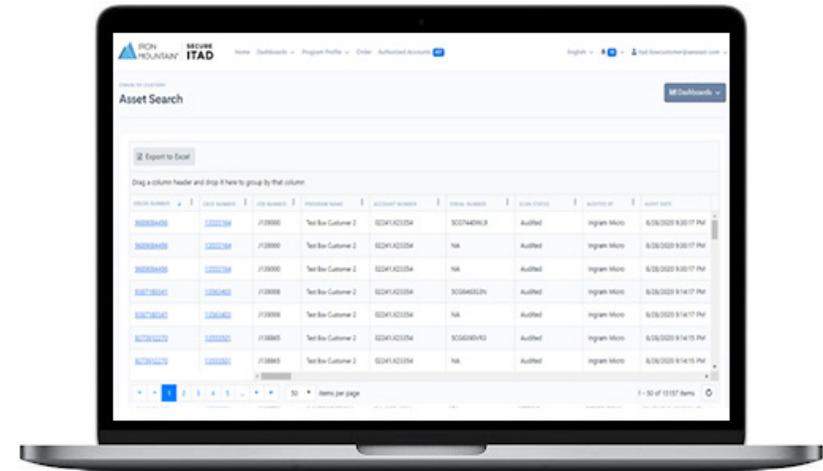
The audit report lists make, model, serial number, and more

> Consistency across all sites supported by a dedicated program manager
> Pre-approved and preferred rates
> Real-time tracking
> Certificate of destruction
> World-class logistics and processing

Secure ITAD portal not available in all regions.

ITAD workflow for corporate IT assets

Start here

Logistics
With unmatched global logistics, Iron Mountain can collect customers' assets in 30+ countries worldwide with the same secure consistent, reliable service across all sites.

Chain of custody
Iron Mountain scans customer's pickup order into our tracking system for complete chain of custody.

Iron Mountain transports customer's assets to our processing facilities via secure trucks equipped with GPS and patented security.
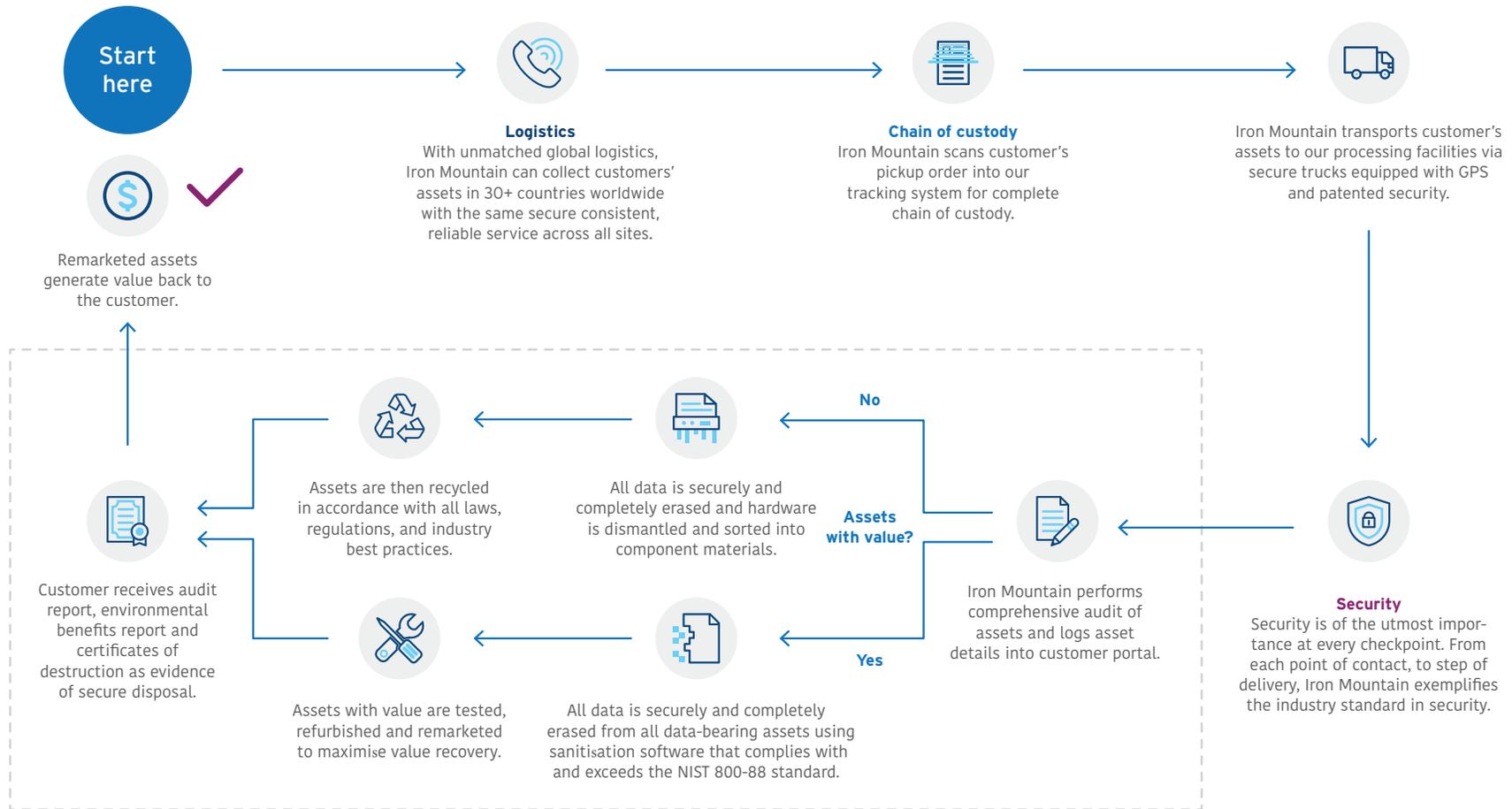
Remarketed assets generate value back to the customer.

Security
Security is of the utmost importance at every checkpoint. From each point of contact, to step of delivery, Iron Mountain exemplifies the industry standard in security.

Iron Mountain performs comprehensive audit of assets and logs asset details into customer portal.

Assets with value?

No — All data is securely and completely erased and hardware is dismantled and sorted into component materials.

Yes — All data is securely and completely erased from all data-bearing assets using sanitisation software that complies with and exceeds the NIST 800-88 standard.

Assets are then recycled in accordance with all laws, regulations, and industry best practices.

Assets with value are tested, refurbished and remarketed to maximise value recovery.

Customer receives audit report, environmental benefits report and certificates of destruction as evidence of secure disposal.

Logistics
> Broadest service footprint
> Consistent reliable service across all sites
> No need for local or regional vendors
> GPS pings at set intervals

Chain of custody
> Track assets from preparation to destruction
> Unique tracking number assigned
> Scanning at key transition points
> Auditable workflow

Security
> Patented vehicle alarms & locks
> Dual key ignition immobilisers
> Driver proximity controls
> Secure vault facilities and processing plants

World-class, state-of-the-art facilities

> Quality and capacity: proper environmental controls, security features, locations in every major data center market and full compliance

> Facilities maintain **(R2v3) certifications**

> Full set of operational and **environmental certificates**

R2 v3 CERTIFIED
Responsible™ Recycling

> Comprehensive external & internal **security features**

100% visual inspection against workmanship standards.

Chain of custody controls including traceability to each individual operator & station.

IRON MOUNTAIN®
ASSET LIFECYCLE MANAGEMENT

Learn more about IT asset disposition with Iron Mountain:

08445 60 70 80 | IRONMOUNTAIN.CO.UK/ITAD

R.O.I. 1800 732 673 | N.I. 08445 60 70 80 | IRONMOUNTAIN.COM/IE/ITAD

ABOUT IRON MOUNTAIN

For over 70 years, Iron Mountain Incorporated (NYSE: IRM) has been your strategic partner to care for your valuable assets. A global leader in storage and information management services, and trusted by more than 225,000 organizations around the world, including 95% of the Fortune 1000, we protect, unlock, and extend the value of your information and assets—whatever they are, wherever they are, however they're stored. We provide the framework necessary to bridge the gap between physical and digital and extract value along the lifecycle of your information, enabling organizational resilience. And all this with a commitment to sustainability at our core.