



SURPLUS EQUIPMENT MEDIA DISPOSAL ASSURANCE FORM

In compliance with Health Information Privacy Act (HIPA) and the Personal Information Protection & Electronic Documents Act (PIPEDA), this University department certifies that this computer* has had all data and software purged.

Room #:	Building:
Description of Equipment:	Model #:
	Serial #:
	U of S ID#:
Surplus Asset Declaration #	

All data / software has been purged from this computer*

Method used: _____

Special Notes:

Name (please print): _____

SIGNATURE: _____ DATE: _____

DEPARTMENT: _____ PHONE: _____

*Computer includes, but is not limited to hard drive, laptop, server, main frame, electronic storage device, hand-held computer (i.e. Palm or Visor), etc.