



Virginia Institute of Marine Science
School of Marine Science

CERTIFICATION OF DATA AND SOFTWARE REMOVAL

All computer hard drives must have data removed in accordance with the COV ITRM Standard SEC203-02.1 Removal of Commonwealth Data from Surplus Computer Hard Drives and Electronic Media Standard before transfer to Surplus Property or trade-in.

CERTIFICATION: I certify that this computer, device or memory media ready for disposition has had all memory storage removed following VITA standards.

Agency: VA Inst. of Marine Science Agency #: 268 Serial Number: _____

Tag Number _____ Item Description, Make, & Model: _____

Method of data/program removal: ___Wipe ___ Degauss ___Destruction _____

Name of person responsible for removal _____

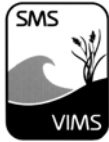
(SIGNATURE OF DEPT HEAD OR PROPERTY ADMINISTRATOR)

(DATE) / /

(PRINTED NAME)

(TITLE)

COPIES: Attach original to Equipment Transaction Form



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