Asset Disposal

Properly caring for your IT assets is as important at the end of life as it is at the beginning. Yet, for government agencies, disposing of unwanted or obsolete equipment is a complex process fraught with the dangers of data exposure. Full and accurate tracking and totally secure handling is crucial to ensure that every retired asset is accounted for at each step of the disposal process, and that all information, sensitive or otherwise, is forever removed.

Through our comprehensive services, GTSI enables our customers to establish or enhance their IT asset management programs by providing the rapid, efficient retirement of owned and leased equipment. Ultimately, our services help you to significantly reduce the risks – and the costs -- associated with retiring and refreshing technology.

The Height of Security

GTSI's state-of-the-art, 144,000-square foot Integration Center is ISO 9001:2000 certified. GTSI's Integration Center, coupled with a network of other industry leading partners who operate fully secure locations, provide secure and process-centric environments for disposal processing. This is your assurance that your IT assets will be properly handled. We employ a range of industry-leading security measures. All entrances and exits at the Center are secured and equipped with metal detectors. The entire facility is monitored by an IP camera system that can be accessed via the corporate intranet. All data can be sanitized onsite. Plus, in addition to physical security, all employees undergo full criminal and background checks.

The Asset Disposal Process

Once your IT assets arrive at our facility, the equipment is audited for count accuracy and physical condition. A complete configuration audit is conducted and the audit results are returned to you in five business days. Each system then undergoes a test for functionality and value, which allows GTSI to return a system-by-system valuation.

Removal of Asset Tags

Standard to our audit process, upon receipt of the asset at our facility all customer asset tags are removed and returned for validation and audit. Alternatively, the asset tags may be removed and shredded at no additional cost.

Assessment for Exchange

GTSI offers the fastest turnaround of proceeds from your disposed IT assets, as well as the highest residual values for de-installed hardware. Transactions are rapid but must occur in conjunction with a new order. A credit is issued against the new order for the amount of the trade-in.

In advance of rollout, we provide a fair market value listing for the models that are scheduled for disposal. Values are credited for complete, working assets that are received and processed in our facilities.

Certificate of Disposal Form

For every audit, we complete and return either our standard GTSI certificate of disposal or one which you provide.

Degaussing and Destruction

We efficiently and effectively wipe all data from the drives, using the DoD Standard 5220.22M process. Drives can also be physically destroyed in one of our secure facilities and sent for smelting. Once complete, GTSI sends a certificate of data destruction to you within 15 days of the destruction. The written certificate includes the following details:

· Make
· Model
· Serial Number
· Location from where the asset originated

Monthly Reporting of Disposal Progress

GTSI provides periodic reports that satisfy your prerequisites. Our detail and summary reporting on all disposal activities helps to facilitate your monitoring of work performance. The reports issued include:

· Final Disposition Settlement and Audit
· Shipping Verification Report
· Data Destruction Verification

We understand that each customer has specific needs, so we tailor our reports – and our services – to meet the individual requirements of your environment or system.

**For More Information Contact
GTSI Corp.
800–999–GTSI
AssetManagement@GTSI.com**