

ITAD CHECKLIST



Why Secure ITAD Is Business-Critical in 2025

Getting rid of old IT equipment isn't just a technical task anymore — it's a smart business move. From following data privacy laws like GDPR to meeting environmental goals, how you handle unused or broken devices affects your legal risks, sustainability efforts, and overall costs.

Governments are tightening rules, especially around personal data. At the same time, a data breach caused by poorly handled devices can damage your reputation. On the flip side, choosing to reuse, donate, or refurbish IT equipment isn't just responsible — it's an opportunity to reduce waste and save money. That's why having a clear, well-planned IT asset disposal (ITAD) strategy is more important than ever.

Note: ESG stands for Environmental, Social, and Governance — it's a way for companies to measure their impact on the planet, people, and how responsibly they operate.

7 Questions You Should Ask Before Disposing of IT Equipment

1. Are you sure all sensitive data is fully and verifiably erased?
2. Do you maintain an up-to-date inventory of all decommissioned devices?
3. Who is responsible for secure transport and chain of custody?
4. Have you evaluated reuse or donation to extend the asset lifecycle?

5. Can you provide audit-ready reports for regulators or internal audits?
6. Are your erasure tools certified by GDPR-aligned standards?
7. How do your ITAD processes contribute to your ESG goals?

Most organizations can confidently answer only half of these. *That's where a certified end-to-end partner comes in.*

10-Point ITAD Readiness Checklist

- ✓ Inventory list available and updated
- ✓ Internal handover / return process defined
- ✓ Certified data erasure planned and documented
- ✓ Reuse, return, or recycle strategy chosen
- ✓ Environmental impact measured
- ✓ Logistics and custody chain documented
- ✓ Clear stakeholder responsibilities
- ✓ Secure and compliant storage before pickup
- ✓ License management considered post-disposal
- ✓ No untracked legacy devices left behind

The more boxes you can't check, the more value a full-service ITAD partner offers.

End-to-End ITAD, Backed by Certified Expertise

We provide:

1. Expert consulting and requirements analysis
2. Certified erasure including Documentation and Certificate
3. Full audit trail and documentation
4. Logistics and pickup across Europe or on-site support
5. Secure transport & GDPR-compliant handling
6. Reporting, inventory creation

As a certified Certus Erasure expert, we ensure every step is defensible and efficient.



Certus Erasure

Let's Talk

Request a free consultation with our experts: solutions@qosqoit.com