

## PRIVACY REGULATIONS

Failure to protect private information can lead to stiff penalties. There are more than six different federal regulations that require businesses of all types to protect private data in all its forms. Very few companies and organizations realize the magnitude of their exposure for not properly handling electronic information. Improper handling of data can result in fines of up to \$100,000 per violation and officers and directors can be held personally responsible for civil penalties of up to \$10,000.

*Aside from these penalties, the associated "Bad Press" from the careless disclosure of private and confidential information could create an irrevocable adverse event for your business.*

There are federal regulations that *require* businesses to protect nearly **ALL** of this information. Does your company have stringent, documented procedures in place? Most facilities we've surveyed do not, and they are out of compliance with the federal regulations and they are **at risk**. Whether you are an IT Manager, a Security Officer, Risk or Facility Manager, a comprehensive assessment of the different privacy regulations that may apply to your in-house data is necessary. Below we have provided our e-End<sup>USA</sup> Compliance Chart to help you comply and safeguard your data:

e-End <sup>USA</sup> Compliance Chart							
Healthcare Physicians	Financial/ Investment/ Banking/ Accounting	Risk Managers	IT	Defense Contractors	Law Firms	Commercial Sales & Mfg.	Education
RCRA	RCRA	RCRA	RCRA	RCRA	RCRA	RCRA	RCRA
HIPAA		HIPAA	HIPAA			HIPAA	HIPAA
	GLB	GLB	GLB			GLB	
FACTA	FACTA	FACTA	FACTA	FACTA	FACTA	FACTA	
	SOX	SOX	SOX	SOX	SOX		
				ITAR			
		FERPA	FERPA				FERPA
						COPPA	COPPA
<b>RCRA</b>	Resource Conservation & Recovery Act			<b>SOX</b>	Sarbanes-Oxley Act		
<b>HIPAA</b>	Health Insurance Portability & Accountability Act			<b>ITAR</b>	International Traffic in Arms Regulations		
<b>GLB</b>	Gramm-Leach-Bliley Act			<b>FERPA</b>	Family Educational Rights & Privacy Act		
<b>FACTA</b>	Fair & Accurate Credit Transactions Act			<b>COPPA</b>	Child Online Privacy Protection Act		

## OUR MISSION

*Our mission is to inform and educate the general public on the importance and the need to secure eData and the need to eCycle safely and responsibly. We will earn the trust of our clients by providing, "with the highest standards and the utmost care", the secure disposal of their electronic assets. We will respect our environment and do all that is possible to protect it by using our best efforts to recycle as much material as possible.*



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Email [info@eendusa.com](mailto:info@eendusa.com)  
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**Don't Stockpile Old Electronics**

**Call today for a NO-COST Evaluation**



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## You're 100% Responsible and Liable for...

Recycling your "end of life" electronics  
Protecting data according to stringent privacy laws

**e-End<sup>USA</sup> Helps You Comply** by developing a system to conform to all federal privacy regulations. Also, e-End<sup>USA</sup> can create a program for your organization to remain environmentally compliant. All services performed are in strict conformance with the Resource Conservation and Recovery Act (RCRA) and other federal, state, and local regulations.

### e-End<sup>USA</sup> Provides

- Professional, responsive, and flexible service
- Complete control and total sanitization of your electronic equipment
- Total recycling of all material and components
- Door-to-door service from pick-up and removal all the way through physical destruction of hard drives and other electronic equipment
- Unbroken chain-of-custody from your facility to ours
- Safe and environmentally compliant electronics recycling



## SERVICES

### • Data Destruction

e-End<sup>USA</sup> provides state-of-the-art destruction of hard drives and other electronic media containing devices such as magnetic tapes (back-up tapes), cds, dvds, and floppies. Data sanitization is performed using two methods, hard drive erasure/overwrite in compliance with DoD standard 5220.22-M and/or physical destruction of the unit or media.

#### ON-SITE DATA DESTRUCTION

##### *Hard Drive & Magnetic Media*

We provide degaussing and hard drive shredding services on-site (at your facility).

### • eCycling

e-End<sup>USA</sup> "demanufactures" the electronic equipment at its facility in Frederick, Maryland, physically dismantling the equipment and separating the components and commodities for further processing and recycling.

During the demanufacturing process:

- All batteries are removed for recycling at approved facilities
- All circuit boards are removed for further processing at approved facilities
- Leaded glass from CRTs is sent to appropriate glass processing facilities
- Various metals, cables, and other components are separated into commodity categories for recycling

All "downstream" vendors meet the appropriate guidelines for their industry.

### • Logistics

e-End<sup>USA</sup> offers customized professional and comprehensive services that include equipment packing, removal, and shipping with an unbroken chain-of-custody. Our professionally trained staff will quietly and safely remove designated equipment from your facility without disrupting the work environment.

## SERVICES (CON'T.)

### • Privacy Regulations

Although many companies are assured by their in-house staff that all data has been removed from hard drives, we continually find these "cleaned" hard drives containing a wide variety of private data including: personnel files, performance reviews, proposals, financial statements, salary and bonus information, contact lists, credit card numbers, etc.

**There are federal regulations that require businesses to protect nearly ALL of the above information.** If your company does not have stringent, documented procedures in place to destroy this data, your company is out of compliance with the federal government and is at risk and exposed to possible penalties and fines of up to \$100,000 per violation. See our **e-End<sup>USA</sup> Compliance Chart** for the various federal regulations that are now in effect.

### • Environmental Compliance

Electronic equipment contains materials that are harmful to the environment when disposed of improperly. Every computer contains a battery and other harmful elements, and each monitor contains approximately five pounds of lead. Computer equipment contains various commodities that can and should be recovered and recycled; this includes components consisting of steel, aluminium, copper, brass, lead, fiberglass and plastics. The Resource Conservation and Recovery Act, [www.doi.gov/greening/waste/computer.html](http://www.doi.gov/greening/waste/computer.html), a federal law states: **computer equipment must be diverted from the waste stream and properly recycled to prevent hazardous material from going into the landfills and to divert useful commodities from landfills back into the manufacturing stream.**

Our services keep materials out of landfills and over 90% of our processed materials are directed back into the manufacturing stream.

## SERVICES (CON'T.)

### • Security Audit

e-End<sup>USA</sup> offers a **no cost survey**, to help you review your current protocols as they relate to eData security and your hardware disposal practices. Experience tells us that many businesses simply do not recognize the various places data may reside or feel their control procedures are adequate. With our experience in electronic recycling there is a strong likelihood we will find problems that you or your staff have overlooked. There are common areas even the best IT professionals may miss. In many cases they may not be aware of the most recent, and constantly changing federal and state mandated protocols.

***In less than an hour we can show you where you may have data risks and liabilities that you are not aware of!***

### • Acceptable Equipment List

With very few exceptions, e-End<sup>USA</sup> can handle all of your electronic recycling needs, including, but not necessarily limited to the following (visit [www.eendusa.com](http://www.eendusa.com) for a complete list):

- Computers, PC's to Mainframes
- Monitors/CRTs
- Printers
- Laptops
- Fax machines
- Copiers
- Phone Systems
- Network gear
- Server racks
- Wire and cabling
- Circuit boards
- Communications equipment
- Test equipment
- UPS systems
- Cell phones
- RF equipment (cell tower bases, transmitters/receivers, microwave waveguides, LNAs, LNBS, etc.)

We have the ability to move loads in transports ranging from a pick-up truck load to multiple loads in 53' tractor trailers.