



Who is looking after your secure data storage and destruction?


You may think you have it covered, but the information you hold could be worth a lot to some very unscrupulous people... protect yourself and your clients today!

- Secure paper shredding
- Electronic data and media destruction
- Confidential document storage

Confidential Data Destruction & Storage



Be legal, safe and environmentally friendly!



CDDS can integrate
with your company's
environmental and legal
policies

Why bother?

Identity fraud is on the increase, affecting both consumers and companies alike. It is estimated that annually, identity fraud costs the UK economy in excess of £1.3 Billion!

We all know of innocent individuals or companies that have been affected by someone obtaining personal data (often obtained by raiding dustbins, searching through landfill sites for information or lost CDs in the post).

If you own a company that has been lax with personal details of employees, suppliers or clients you could face legal action or heavy fines! The most secure way to prevent this happening is to destroy all confidential data before it falls into the wrong hands. Criminals can run up massive debts, empty corporate bank accounts, blackmail or sell your confidential information.

Can you afford to ignore this increasing problem?

At CDDS, we offer a portfolio of services which destroy data using the most environmentally sound methods, in a safe and efficient way.

We will, in the instance of paper records, arrive and remove to a secure site all information and destroy to level 3 standard. There is no mess or noise (as with on-site shredding) and we can organise regular collections to make everything as easy as possible.

Once destroyed you will receive a certificate of destruction and dependant on quantity, a copy of the environmental destruction notice which can become part of your environmental policy. Our waste is re-manufactured or recycled and not sent to landfill.

This service is currently used by lawyers, estate agents, employment agencies, governmental offices and many other business concerns, to protect everyone from what has become a day to day occurrence - identity theft and business fraud.

Electronic media and data

Technology helps us with so much of our day to day lives and is always moving on. You buy the latest computer, but what to do with the old one, and the information in it? Do you have stacks of old floppy disks, CDs, DVDs, DAT tapes from old archives - all with massive amounts of data on? How can you be sure the information remains safe and is truly unrecoverable?

At CDDS we can delete when requested, any information using only SEAP approved data erasing software and a SEAP/NATO approved degausser (1 or 8 pass available on request), before supplying for recycling, re-manufacture or in the case of suitable old computer technology, for re-use in areas like charity work.

Electronic media and consumables

Removable media items CDDS will dispose of include:

Floppy disks, CDs, DVDs, DAT tapes, cassette tapes, video tapes and memory sticks/cards.

Computer parts and consumables including:


Complete desktop or laptop systems, internal/external hard-drives, tape drives, CD burners, printers (inkjet and laser) and monitors.

Other electronic items:


Mobile phones, ink cartridges, toners and peripherals, videos, telecoms and video-conferencing equipment.

This is by no means an exhaustive list, but should you have any questions please contact us through our website www.cdds.biz or call us and we will do our best to help.

www.cdds.biz • 01733 211044 • enquiry@cdds.biz



Old computer floppy disks, cds, dat tapes and hard drives are a goldmine for the unscrupulous!



Secure air conditioned document storage - suitable for the long and short term.

Storage

By now you may want to call us and destroy everything including the kitchen sink. This may cause you issues should you ever need those old employment records or invoices from times past. However, our services can also be used during office moving, to free up some space or whilst modifications or business interruptions are in progress.

At CDDS we understand all these issues and offer a secure storage service so you can keep those records and have access to them when requested.

The storage services can be offered in long and short term options and a custom service can be offered should you require.

Collections

CDDS will collect to a regular weekly or monthly schedule, or as requested, and can offer a variety of collection containers. We will even collect general office paper waste and have the facility to offer help at moving clear out time or if you have special events.

To check if you are inside the collection zones for the Peterborough depot, to book a collection, or to request a visit to discuss your particular requirements, please visit www.cdds.biz or call on 01733 211044

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The information contained in this leaflet is intended as a guide only.

Whilst every effort has been made to ensure accuracy regarding information legislation, we cannot be held responsible for changes to the law or developments in technology.