

# Hardware Recycling Policy

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This article describes the hardware recycling policy at Infinite Campus.

## Policy

Servers that are 3+ years of age are sent to a recycling center called Oceantech in Minneapolis, MN. All data on any storage device is destroyed to the data sanitizing standards of all applicable state laws and regulations listed below. These drives are cataloged by serial number and a certified technician signs off on them. Certificate(s) are sent to Infinite Campus by mail.

- Federal Information Security Management Act (FISMA) of 2002, Public Law 107-347
- NIST Special Publication 800-88
- DoD 5220.22-M
- HIPAA (Health Insurance Portability and Accountability Act)
- Sarbanes-Oxley Act
- Gramm-Leach-Bliley Act (GLBA)
- Bank Secrecy Act (BSA)
- Patriot Act of 2002
- Identity Theft and Assumption Deterrence Act
- Identity Theft Penalty Enhancement Act
- FDA Security Regulations (21 CFR Part 11)
- Statute 325E.61 Data Warehouses; Notice Required for Certain Disclosures
- Statute 325E.64 Access Devices; Breach of Security

Servers that are under 3 years of age are sent back to Infinite Campus in Blaine and wiped of any student data. We do not donate servers back to districts.

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