



At MultiShred™ we listen to our customers! What's important to you is important to us.

To provide better services we would like to hear about your data shredding requirements. Please fill out the following questionnaire.

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**Are you in the market for data destruction services or products?**

This month       This year       Not sure

**How often do you require data destruction, \_\_\_ paper or \_\_\_ computer data?**

Daily       Weekly       Monthly       Yearly

**How much material is saved prior to shredding e.g. bankers boxes?**

1-2 Boxes       3-5 Boxes       5-15 Boxes       Skids (40 boxes)

**Are you familiar with Federal Government security shredding guidelines?**

Yes       No       Require more information on guidelines

**You haven't used computer data destruction services or products, because:**

- Never thought of it
- Too expensive
- Don't know enough about data destruction products or services
- Not sure what security level is required
- Don't have enough to bother destroying at this time

**List the factors that would attract you to data shredding services or products:**

- PIPEDA-Personal Information Protection & Electronic Data Act requirements
- Level of security that meets your requirements
- Products or services to destroy both paper and non-paper medium
- On-site services

**Please rank 1 to 4 with 1 being the most important, the destruction of the following materials in your organization:**

- Destruction of paper
- Destruction of computer hard-drives and backup tape
- Destruction of CD-ROMs, DVDs
- Destruction of other data media (ID badges, binders, slides, ZIP, VHS, super disk etc.)

**What do you like the most about the outsourced destruction services vs in-house shredders?**

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**Do you feel that you are receiving good value for your data destruction cost?**

Yes                       Some                       None at all

**If no-please list why you did not receive good value for funds spent on data destruction services.**

- Security level of Equipment is not Federal Government approved
  - Staff are not Federal Government approved or do not have appropriate security clearance
  - Material is shredded outside of premises on the sidewalk, not within your office
  - Other, please elaborate
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**How do you currently dispose of confidential material; Paper or non-paper?**

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**How do you currently dispose of secret/top secret material?  
Paper or non-paper?**

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**Please rate the following on destruction services from 1 to 7, with 1 being the most preferred:**

- Federal Government cleared personnel equipment
- Canadian company
- Recycling of material
- Prompt appointments;  same day,  24 hours,  48 hours,  5 days
- Random scheduled purging services
- Regular scheduled monthly pickup
- Weekend services

**Please indicate if you would be interested in the following services:**

- Secure collection bins;  Bi-weekly,  Monthly,  Every 2 months
- Purged removal and disposal of material;  Monthly,  Every 2 months,  Every 6 months,
- Private data destruction in your office
- Destruction of hard drives

**Please offer additional suggestions for your requirements:**

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**If you are considering data destruction services, may we call you to understand your data destruction requirements?**

Name \_\_\_\_\_

Department \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Fax \_\_\_\_\_

E-mail \_\_\_\_\_

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