Certificate of Sanitization

One certificate per storage device. Fields follow NIST SP 800-88 Rev. 2, Section 4.6 and Appendix C. Fill in every field that applies; write "N/A" rather than leaving one blank.

PERSON PERFORMING SANITIZATION

Name	
Title / position	
Organization	
Location	
Phone	
Email	

MEDIA INFORMATION

Manufacturer	*e.g. Samsung, Seagate*
Model	
Serial number	*the drive's own serial, not the computer's*
Property / asset number	*if your organization assigns one*
Media type	*e.g. NVMe SSD, SATA SSD, hard drive, USB flash*
Media source	*e.g. the computer or user it came from (host serial)*
Confidentiality category	*optional (pre-sanitization)*
Condition	☐ Operational ☐ Damaged

SANITIZATION DETAILS

Method	☐ Clear ☐ Purge ☐ Destroy
Technique	*e.g. overwrite, block erase, cryptographic erase, degauss, shred*
Tool used, including version	*software or equipment name and version*
Verification method	*e.g. full or sampled read-back, and the result*
Validation	*who confirmed the outcome is acceptable, and how*
Started / completed	*date and time*
Notes	*failed attempts, fallbacks, exceptions*

MEDIA DESTINATION

Destination	☐ Internal reuse ☐ External reuse ☐ Recycling facility ☐ Manufacturer ☐ Other
Details	*e.g. buyer, recycler or downstream vendor*

I attest that the information provided on this certificate is accurate to the best of my knowledge.

SIGNATURE: PERSON PERFORMING SANITIZATION

Signature	
Date	

CONCURRENCE: SECOND PERSON (VERIFICATION / VALIDATION)

Name	
Title / position	
Organization	
Phone / email	
Signature	
Date	

Fields: NIST SP 800-88 Rev. 2, Guidelines for Media Sanitization (September 2025), Section 4.6 and Appendix C.
Free template from reCore (recore.replugit.com), which fills in most of these fields automatically for every drive it wipes.

Drive log (for batches)

One row per drive. Keep it with the certificates, or attach it to a batch certificate.

#	Drive serial	Make / model	Media type	Method	Technique	Tool + version	Verification	Result	By	Date
1										
2										
3										
4										
5										
6										
7										
8										
9										
10										
11										
12										
13										
14										
15										
16										
17										
18										
19										
20										
21										
22										
23										
24										

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