Classified Data Destruction Authorization

Organization/Departr	nent			
Reference Number				
Date				
Data To Be	Destroyed			
Description	Classification Level	Quantity	Storage Location	
Destruction Method				
Reason for Destruction	on			
Additional Remarks				
Authorization	on			
Authorized by (Name &	Signature)			
Position				
Date				
Destruction	Verification			
Destroyed by (Name &	Signature)			
Date				
Witness (Name & Signa	ature)			