

How Do I Buy...

Waste Disposal of Computers

Contact:

[Ron Barrett](#) with Surplus Property at (540) 231-5660 or ronald@vt.edu.

Description:

Computers must be disposed of through Surplus Property. See University [Policy 3955](#) for further instructions.

It is the responsibility of university departments to ensure all computer hard drives are free of all data and software before they are transferred outside of the department. Before requesting to surplus any components that contain a hard drive, be sure the data is completely wiped as a precaution. A final data cleanse and inspection of the equipment will happen in Surplus by trained IT staff before any equipment is sold or destroyed through the Surplus process.