



### **Global Document Solutions**

Global has serviced Georgia since 2008, specializing in document security services for legal, medical, corporate and government, as well as personal and business needs. Global provides over 4,000 Atlanta customers with secure document shredding, scanning, storage and transportation needs with Industry Security best practices and access controls in place. Global's entire business is document security.

### **Global Secures & Shreds Your Documents**

Your documents are secured in a locked collection truck and transported to Global's Secure Atlanta Records Storage facility where they are shred at the facility and subsequently recycled. You may email seth@gdsatlanta.com for a certificate of destruction for the materials you drop off.

### **Global Secure Records Storage Center**

Global's Secure Records Storage Center is designed to securely store and protect the most sensitive documents. Global warehouses millions of highly confidential records for corporations, law firms, medical practices, and both state and federal government agencies. The Global Records Center is used for purposes of storing sensitive documents as well as holding documents for secure destruction, which is performed at the Global Records Center.

### **The Document Collection & Destruction Process**

Upon collection, your documents are transported in a secure truck to the Global Record Storage Center. Once at the facility, your documents are securely stored and staged in a secure area with limited access under video surveillance for secure destruction.

The documents are fed into a crosscut shredder which processes approximately 4000 pounds of paper per hour. Following destruction, the shredded material is mixed with chemicals and additives and processed into a liquid pulp. This allows for further processing into new consumer products such as tissue paper and paper towels. The recycling component of the process ensures that even the shredded pieces are rendered into completely unidentifiable particles, allowing for absolutely no information recovery and complete security.

### **Recycling Facts**

As a part of Global's secure destruction process, all of your shredded documents are recycled. Global works with the Southeast Region's leading paper mills to process shredded materials into new consumer paper products.

- 100% of your shredded paper is recycled.
- Global's Shredding Division shreds and recycles over 1 million pounds of paper each year for federal and state government offices, fortune 500 corporations, as well as legal, medical, financial, engineering, small business and residential clients.
- Shredded materials are mixed with liquids and additives to create a slurry pulp out of the paper particles, which are then processed into new paper products.
- The recycling process increases the security of the destruction process by rounding out the shredding process with a "Zero Trace" approach to safeguarding your information.
- For each ton of paper, 17 trees, 380 gallons of oil, 7,000 gallons of water, 4,000 kilowatts of energy, and three cubic yards of landfill space are saved representing a 58% water savings, a 68% energy savings, and 60 lbs less air pollution.

