

First edition
2018-08

Information technology — Destruction of data carriers —

Part 1: Principles and definitions

*Technologies de l'information — Destruction de véhicules de
données —*

Partie 1: Principes et concepts



Reference number
ISO/IEC 21964-1:2018(E)

© ISO/IEC 2018



COPYRIGHT PROTECTED DOCUMENT

© ISO/IEC 2018

All rights reserved. Unless otherwise specified, or required in the context of its implementation, no part of this publication may be reproduced or utilized otherwise in any form or by any means, electronic or mechanical, including photocopying, or posting on the internet or an intranet, without prior written permission. Permission can be requested from either ISO at the address below or ISO's member body in the country of the requester.

ISO copyright office
CP 401 • Ch. de Blandonnet 8
CH-1214 Vernier, Geneva
Phone: +41 22 749 01 11
Fax: +41 22 749 09 47
Email: copyright@iso.org
Website: www.iso.org

Published in Switzerland

This is a preview of "ISO/IEC 21964-1:2018". [Click here to purchase the full version from the ANSI store.](#)

Contents

Page

Foreword	iv
Introduction	v
1 Scope	1
2 Terms and definitions	1
3 Identifying the protection requirement and assigning the protection class	2
4 Security levels for data carriers	3
5 Assignment of protection classes and security levels	4
5.1 Selection of security level.....	4
5.2 Altering the security level.....	4
5.2.1 General.....	4
5.2.2 Responsibility.....	5
5.2.3 Requirements.....	5
Bibliography	6

Foreword

ISO (the International Organization for Standardization) and IEC (the International Electrotechnical Commission) form the specialized system for worldwide standardization. National bodies that are members of ISO or IEC participate in the development of International Standards through technical committees established by the respective organization to deal with particular fields of technical activity. ISO and IEC technical committees collaborate in fields of mutual interest. Other international organizations, governmental and non-governmental, in liaison with ISO and IEC, also take part in the work. In the field of information technology, ISO and IEC have established a joint technical committee, ISO/IEC JTC 1.

The procedures used to develop this document and those intended for its further maintenance are described in the ISO/IEC Directives, Part 1. In particular the different approval criteria needed for the different types of document should be noted (see www.iso.org/directives).

Attention is drawn to the possibility that some of the elements of this document may be the subject of patent rights. ISO and IEC shall not be held responsible for identifying any or all such patent rights. Details of any patent rights identified during the development of the document will be in the Introduction and/or on the ISO list of patent declarations received (see www.iso.org/patents).

Any trade name used in this document is information given for the convenience of users and does not constitute an endorsement.

For an explanation on the voluntary nature of standards, the meaning of ISO specific terms and expressions related to conformity assessment, as well as information about ISO's adherence to the World Trade Organization (WTO) principles in the Technical Barriers to Trade (TBT) see the following URL: www.iso.org/iso/foreword.html.

This document was prepared by DIN, German Institute for Standardization (as national standard DIN 66399-1) and drafted in accordance with its editorial rules. It was assigned to Joint Technical Committee ISO/IEC JTC 1, *Information technology*, and adopted under the "fast-track procedure".

A list of all parts in the ISO/IEC 21964 series can be found on the ISO website.

Any feedback or questions on this document should be directed to the user's national standards body. A complete listing of these bodies can be found at www.iso.org/members.html.

This is a preview of "ISO/IEC 21964-1:2018". [Click here to purchase the full version from the ANSI store.](#)

Introduction

Anyone who processes confidential, personal and/or sensitive data for themselves or on behalf of others must ensure that data carriers containing such information are safely destroyed in a way that ensures privacy.

In this context, safely destroyed means that data carriers containing sensitive data must be destroyed in such a way that reproduction of the information on them is either impossible or is only possible with considerable expenditure (in terms of personnel, resources and time).

NOTE This standard takes into account that data carriers have different physical characteristics and contain information with various levels of sensitivity.