



## SECURITY POLICIES & OPTIONS

There has been a great deal of concern regarding the data that may reside on the hard drives in the copier systems. Many customers have contacted us requesting information on steps they can take to clean this data off of their systems prior to disposal. To help our customer with their IT security issues, we have developed some guidelines and options for your consideration.

Fortunately, Konica-Minolta is an industry leader with regards to MFP data security. Their official response to this issue can be viewed by clicking this link.....<http://www.caltronics.info/HDDSecurity/KonicaSecurityFeatures.pdf>

Konica-Minolta can ensure documents that are copied, scanned, faxed, or transmitted, do not remain on the hard drive or in DRAM memory as a standard feature. Additional security capabilities include:

### **ISO 15408 EAL Level 3 Certification for total System Architecture**

Konica Minolta MFP's are independently certified to the ISO 15408 Data Security standard as established by the Common Criteria for Information Technology Security Evaluation. *While some vendors may only certify a component of the MFP or a "security kit", the entire system architecture on Konica Minolta MFP's is certified.*

### **Password Protection**

The built in hard drive of the MFP is protected by a 20 digit alphanumeric password making it extremely difficult for anyone to access the information even if they installed it into a PC or laptop.

### **Hard Drive Encryption**

128 bit AES encryption for any data temporarily stored on the hard drive.

### **Hard Drive Reformat**

At the time of disposal, a key operator, administrator or technician can physically format (erase) the hard drive if the MFP needs to be relocated or at the end of lease. *The hard drives can be overwritten (sanitized) using up to 8 different highly secure methods including DOD, NASA, Air Force, and NSA standards.*

### **Data Auto Deletion**

This allows an administrator to set an auto deletion timer for data stored in the personal or public user boxes, as well as system boxes. The auto deletion setting will erase the copy, print, scan or fax jobs stored in boxes. The data is automatically erased using a highly secure, U.S. Department of Defense (DOD), overwrite method.

As you can see, Konica Minolta MFP's conform to current internationally recognized data security standards. However, Caltronics Business Systems can provide an additional security measure if requested.

### **Hard Drive Removal and Replacement**

Caltronics will remove the hard drive from your Konica Minolta device and replace it with a clean hard drive before return to the lease company or trade in. The old hard drive will be given to you for safekeeping or disposal. Although there is an additional fee for this service, it is nominal.

If you have any additional concerns, please feel free to contact us and we would be happy to discuss this issue in further detail. Thank you again for trusting your documents to Caltronics.

We appreciate your business!

The Management Team at Caltronics