

**ATTACHMENT B**

**COMMUNITY COLLEGE OF PHILADELPHIA  
CERTIFICATE OF DESTRUCTION**

**NAME:** \_\_\_\_\_

**TITLE:** \_\_\_\_\_

**DEPARTMENT:** \_\_\_\_\_

**DESTRUCTION CERTIFICATION**

I hereby certify that the following records listed below were disposed by:

- \_\_\_\_\_ Recycling
- \_\_\_\_\_ Shredding
- \_\_\_\_\_ Incineration
- \_\_\_\_\_ Other \_\_\_\_\_

On this date: \_\_\_\_\_

**LIST OF RECORDS DESTROYED**

<b><u>Records</u></b>	<b><u>Inclusive Dates</u></b>

**Please forward this certificate to ITS Support, Room B2-38.**