

ISO/IEC 21964 (DIN 66399) – the standard for data protection

1 Define your protection class ...

2 ... which leads to the security levels.

Protection class 1

Normal protection requirements for internal data.

Protection class 2

High protection requirements for confidential data.

Protection class 3

Very high protection requirements for particularly confidential and secret data.

Security level 1

General documents to be rendered illegible or invalidated, for instance old advertising material such as catalogues, brochures.

Security level 2

Internal documents to be rendered illegible or invalidated, for instance internal company communications, such as out-of-date instructions, travel guidelines, notices, forms.

Security level 3

Data media with sensitive and confidential data as well as personal data subject to high protection requirements, e.g. company sales reports and tax documents as well as quotations, orders etc. with private address data.

Security level 4

Data media with sensitive and confidential data as well as personal data subject to high protection requirements, e.g. balances and conditions as well as payslips, personal data/files, work contracts, tax documents.

Security level 5

Data media with confidential information of fundamental importance for a person, company or institution, e.g. medical reports, patents, construction documents, strategic papers, competitor analysis, process documentation.

Security level 6

Data media with confidential documentation requiring extraordinary security precautions, e.g. research and development documents, official areas.

Security level 7

For strictly confidential data with the highest security precautions e.g. secret service or military sectors.

For the secure destruction of personal data we recommend security levels P-4 and above.

To find out exactly which security level is the right one for you, just follow the three steps on these two pages. If you have different types of data media to be destroyed, the one requiring the highest security level is relevant for determining which cutting size you need.

3 Select the data media relevant for you.



Information in original size



Optical data media



Magnetic data media



Electronic data media



Information in reduced form



Hard drives with magnetic data media

P-1 ✓ Strip size max. 12 mm	O-1 ✓ Particle size max. 2000 mm ²	T-1 ✓ Mechanically inoperable	E-1 ✓ Mechanically/electronically inoperable	F-1 ✓ Particle size max. 160 mm ²	H-1 Mechanically/electronically inoperable
P-2 ✓ Strip size max. 6 mm	O-2 ✓ Particle size max. 800 mm ²	T-2 ✓ Particle size max. 2000 mm ²	E-2 ✓ Split	F-2 ✓ Particle size max. 30 mm ²	H-2 Damaged
P-3 ✓ Particle size max. 320 mm ²	O-3 ✓ Particle size max. 160 mm ²	T-3 ✓ Particle size max. 320 mm ²	E-3 ✓ Particle size max. 160 mm ²	F-3 ✓ Particle size max. 10 mm ²	H-3 ✓ Deformed
P-4 ✓ Particle size max. 160 mm ²	O-4 ✓ Particle size max. 30 mm ²	T-4 ✓ Particle size max. 160 mm ²	E-4 ✓ Particle size max. 30 mm ²	F-4 Particle size max. 2.5 mm ²	H-4 ✓ Split and deformed several times, particle size max. 2000 mm ²
P-5 ✓ Particle size max. 30 mm ²	O-5 ✓ Particle size max. 10 mm ²	T-5 ✓ Particle size max. 30 mm ²	E-5 ✓ Particle size max. 10 mm ²	F-5 Particle size max. 1 mm ²	H-5 ✓ Split and deformed several times, particle size max. 320 mm ²
P-6 ✓ Particle size max. 10 mm ²	O-6 ✓ Particle size max. 5 mm ²	T-6 ✓ Particle size max. 10 mm ²	E-6 Particle size max. 1 mm ²	F-6 Particle size max. 0.5 mm ²	H-6 Split and deformed several times, particle size max. 10 mm ²
P-7 ✓ Particle size max. 5 mm ²	O-7 Particle size max. 0.2 mm ²	T-7 Particle size max. 2.5 mm ²	E-7 Particle size max. 0.5 mm ²	F-7 Particle size max. 0.2 mm ²	H-7 Split and deformed several times, particle size max. 5 mm ²



HSM document shredders are available for these security levels.

Please see pages 12/13 for an overview of which shredders meet the requirements for a particular security level.

Product adviser

Scope of application	Protection class	Security level ISO/IEC 21964 (DIN 66399)	Shredder material	Model
Home / small office 1 to 3 persons Per cycle: up to 20 sheets Collection volume: up to 25 litres	1	P-2/T-2/E-2		SECURIO: C14, C16, C18, Pure: 120, 220, 320
	1	P-2/O-2/T-2/E-2		SECURIO: C18, Pure: 320
	1	P-2/O-1/T-1/E-2		shredstar: S10
	2	P-4/T-4/E-3/F-1		SECURIO: AF100, C14, C16, C18, Pure: 120, 220, 320
	2	P-4/O-1/T-2/E-2/F-1		shredstar: X5, X8, X10
	2-3	P-5/T-5/E-4/F-2		SECURIO: C18
	2-3	P-5/O-1/T-2/E-2/F-2		shredstar: X6pro
Workplace / Office 1 to 5 persons Per cycle: up to 30 sheets Collection volume: up to 85 litres	1	P-2/T-2/E-2		SECURIO: B22
	1	P-2/O-2/T-2/E-2		SECURIO: B22, B24, B26, B32, Pure: 420, 530
	2	P-4/O-1/T-2/E-2/F-1		shredstar: X13, X15
	2	P-4/T-4/E-3/F-1		SECURIO: B22
	2	P-4/O-3/T-4/E-3/F-1		SECURIO: AF150, AF300, AF350, B24, B26, B32, Pure: 420, 530
	2-3	P-5/O-1/T-2/E-2/F-2		shredstar: X12pro
	2-3	P-5/T-5/E-4/F-2		SECURIO: AF150, AF300, AF350, B22, B24, B26, B32, Pure: 420, 530
	3	P-6/F-3		SECURIO: AF150, AF300, AF350, B22, B24, B26, B32
Large office 5 to 8 persons Per cycle: up to 40 sheets Collection volume: up to 130 litres	1	P-2/O-2/T-2/E-2		SECURIO: B34, B35, Pure: 630
	2	P-4/O-3/T-4/E-3/F-1		SECURIO: AF500, B34, B35, Pure: 630
	2-3	P-5/T-5/E-4/F-2		SECURIO: AF500, B34, B35, Pure: 630
	3	P-6/F-3		SECURIO: AF500, B34, B35
	3	P-7/F-3		SECURIO: B34, B35



Much easier than you would expect: Data protection with HSM!

Now find the right document shredder for your requirement.

Using the ISO/IEC 21964 (DIN 66399) standard in practice:

TIP!

1. **Determine the protection class** for the data you want to shred.
2. **Select the security level.** The protection class determined then offers you a choice of three security levels. The higher the security level you select, the smaller and therefore the more secure the shredded particles are.
3. **Check what type of data media** you need to deal with. Paper, CDs, magnetic storage, electronic storage, hard drives etc.
4. **Now connect data media and security level.** You can now use this information to select the appropriate document shredder.

Scope of application	Protection class	Security level ISO/IEC 21964 (DIN 66399)	Shredder material	Model
Department 8 to 15 persons Per cycle: up to 80 sheets Collection volume: up to 205 litres	1	P-2/O-2/T-2/E-2		SECURIO: P44i
	1	P-2/O-2/T-2/E-2		SECURIO: P36i, P40i, Pure: 940
	1	P-2/O-2/T-2/E-2		Pure: 740, 830
	2	P-4/O-3/T-4/E-3/F-1		SECURIO: P36i, Pure: 740, 830
	2	P-4/O-3/T-4/E-3/F-1		SECURIO: P40i, Pure: 940
	2	P-4/O-3/T-4/E-3/F-1		SECURIO: P44i
	2-3	P-5/T-5/E-4/F-2		Pure: 740
	2-3	P-5/O-4/T-5/E-4/F-2		SECURIO: P36i, P40i, Pure: 830, 940
	2-3	P-5/O-4/T-5/E-4/F-2		SECURIO: P44i
	3	P-6/T-6/E-5/F-3		SECURIO: P36i, P40i, P44i
Separate cutting units	2	O-4/T-5/E-4		CD cutting unit for SECURIO: P36i, P40i, P44i
	3	O-6/T-6/E-5		OMDD cutting unit for SECURIO: P36i, P40i, P44i
Archives / central stations Per cycle: up to 550 sheets Collection volume: up to 530 litres	1	P-1/O-1/T-1/E-1		Powerline: FA 400.2
	1	P-2/O-2/T-2/E-2		Powerline: FA 400.2
	1	P-2/O-2/T-2/E-2		Powerline: FA 500.3, SP 4040 V, SP 5080, SP 5088
	1-2	P-3/O-2/T-3/E-2		Powerline: FA 400.2, SP 4040 V
	1-2	P-3/O-2/T-3/E-2		Powerline: FA 500.3, SP 5080, SP 5088
	2	P-4		Pure: 740 max
	2	P-4/O-3/T-4/E-3/F-1		Powerline: FA 400.2, 450.2, FA 500.3, SP 4040 V, SP 5080, SP 5088
	2-3	P-5		Pure: 740 max
2-3	P-5/O-4/T-5/E-4/F-2		Powerline: 450.2, FA 500.3, SP 5080	
Hard drives / Digital data media	1-2	T-1/E-2/H-3		StoreEx: HDS 150
	1-2	O-1/T-2/E-2/H-4		StoreEx: HDS 230 – single-stage digital data media shredder
	2-3	O-3/T-3/E-2/H-5		StoreEx: HDS 230 – dual-stage digital data media shredder
	2-3	O-5/T-6/E-5		StoreEx: OMDD 130

Protection class	Security level					
	P	F	O	T	H	E
1	P-1	F-1	O-1	T-1	H-1	E-1
	P-2	F-2	O-2	T-2	H-2	E-2
	P-3	F-3	O-3	T-3	H-3	E-3
2	P-4	F-4	O-4	T-4	H-4	E-4
	P-5	F-5	O-5	T-5	H-5	E-5
	P-6	F-6	O-6	T-6	H-6	E-6
	P-7	F-7	O-7	T-7	H-7	E-7
3						

Shredding different types of data media securely.

You have documents with protection class 2 which need to be shredded. You select security level 4, as this involves strictly confidential personal data. The information is on paper and on DVDs, i.e. data media in the P and O categories. You need a document shredder which can shred both media types. The right security level for paper is P-4, and for DVDs O-3. To find the right document shredder, look for the combination P-4/O-3.