



## CITAD Certification in IT Asset Disposition

The IAITAM Certified IT Asset Disposal (“CITAD”) course prepares individuals to manage the IT asset disposal process within an organization. Best practices in IT Asset Disposition (“ITAD”) are broken down from policy management, data security to chain of custody transitioning. Attendees whose job responsibilities include ITAD, will take away the knowledge of how to avoid risk of data loss and public exposure that surround a breakdown in ITAD process management. ITAD best practices, financial return, data security global implications and the importance of vendor management are just a few of the topics incorporated in the CITAD course. ITAD processes will no longer be viewed as corporate overhead, but instead with IAITAM’s best practice approach, can be a profit center and area of risk mitigation for those organizations that embrace the CITAD.

Today IT Asset Disposition is more than a waste product for an organization. Numerous options for disposition are available to the enterprise. Savings opportunities from equipment reuse, software redeployment and resale provide savings opportunities and possibly pay for or afford a positive cash flow for the ITAD process. Along with those opportunities and savings though go the risks associated with mishandling of assets, lost or stolen assets because of improper oversight of the solution. At any step during the ITAD process, errors can and do occur and organizations can be subject to fines, penalties and public disgrace. By taking the CITAD course, attendees can learn how to mitigate the risks associated with improper disposition of IT assets and determine the appropriate path for their organization of the options available

### ◇ WHO SHOULD ATTEND

This class is taught as a 2 day in person course or online with an interactive instructor in four 3 hour sessions. The CITAD Course is designed for those individuals with minimal to no experience in the field of Asset Management. It is essential learning for those responsible for ITAD programs and other IT professionals involved in Asset Management, resource budgeting, finance, software licensing, contract management and strategic planning. Although there are no prerequisites, some knowledge of an organization’s life-cycle management is encouraged.

### ◇ WHERE TO START: LET CITAD GUIDE YOU

This course exposes the attendee to numerous concepts for ITAM that are relevant for both direct application and as a means of discussion for those persons who will implement, manage and direct ITAM initiatives for their organizations.

*The CITAD course consists of the following components:*

- CITAD Course Manual
- CITAD Course Presentation Slide Book
- CITAD Instructor Daily Presentation and interaction with attendees – administered in-person or online
- Optional CITAD Comprehensive Online Examination necessary for achieving CITAD Certification

