

Canadian Government Standards

Federal Government approved paper shredders

Approved destruction equipment and processes are limited to specified media and security classifications and are listed in the Security Equipment Guide (SEG). The SEG is available to government departments only and can be found on the internet at: http://www.rcmp-grc.gc.ca/physec-secmat/res-lim/pubs/seg/html/home_e.htm

Types of Paper Shredders

Type II (Level 6) - A special sub-category reserved for NSA (USA) approved high security paper shredders. These are recommended for cases where a TRA recommends a higher degree of security (eg: embassies, overseas deployments, smaller than 12 point text size).

Type II - A shredder approved for the secure destruction of Secret, Top Secret and Protected C information written on paper or other text based media. Type II destruction equipment have been assessed as capable of reducing information classified Secret, Top Secret and Protected C or lower to a size that, under the threat and risk conditions existing in urban Canada and with known reconstruction methodology, is deemed safe to dispose of or recycle as unclassified waste.

Type III - a shredder approved for the secure destruction of Confidential and Protected B (subject to a TRA) information written on paper or other text based media. Type III destruction equipment is capable of reducing information classified Confidential and Protected B or lower to a size that, under the threat and risk conditions existing in urban Canada and with known reconstruction methodology, is deemed safe to dispose of or recycle as unclassified waste.

Type IIIA and Type IIIB - Sub-categories of Type III for office shredders. Type IIIA is for regular use and Type IIIB is for the destruction of information in bulk (only).

Only equipment that is submitted for testing and meets all requirements of the RCMP standard DNI (2005) is listed in the SEG. Such requirements include electrical safety certification, sound levels to the Canadian Occupational Health and Safety requirements and standardized throughput rate categorization. SEG listed equipment must be supported by an authorized Canadian distributor providing complete repair and maintenance services.

Classification		Type	Shred Size Maximum	Disintegrator Screen Size	Comments
Protected B (where a TRA recommends the use of approved equipment)	General Office Use	IIIA	2mm x 15mm	10mm	Type IIIB equipment is approved for bulk destruction only and must not be used for periodic destruction
	Bulk Destruction	IIIB	6mm x 50mm	13mm	
Protected C	General Office Use	II	1mm x 14.3mm	6mm	Select Type II (Level 6) equipment where a TRA recommends
Confidential	General Office Use	IIIA	2mm x 15mm	10mm	Type IIIB equipment is approved for bulk destruction only and must not be used for periodic destruction
	Bulk Destruction	IIIB	6mm x 50mm	13mm	
Secret & Top Secret	General Office Use	Type II	1mm x 14.3mm	6mm	Select Type II (Level 6) equipment where a TRA recommends

(extract from the RCMP SEG - Destruction Equipment Selection, Section 2)

