

Shred Responsibly

Understanding the 7 Levels of Security

The cut style of every Swingline shredder relates to a DIN standard, which defines the level of security that it can provide. In 2013, the Standards Committee for Information Technology and Applications has set new DIN levels that range from P-1 to P-7.

Security Level / Cut Style	# of shreds per 8.5" x 11" sheet†	Recommended for:
Level P-7: High Security	13000	Top secret or classified documents
Level P-6: Super Micro-Cut	6200	Confidential documents with fine print
Level P-5: Micro-Cut	2000	Sensitive documents with personally identifiable information
Level P-4: Super Cross-Cut	400	Everyday documents with some personally identifiable information
Level P-3: Cross-Cut (also diamond cut)	200	Internal documents (i.e. e-mails, presentations) This is the minimum level of security recommended for most users
Level P-2: Strip-Cut	34 strips	Basic protection of everyday documents such as junk mail

†Approximate number of shreds per 8.5" x 11" sheet

The new DIN standards also take into account proper destruction of digital data media, such as CDs and credit cards. For more information, please contact your Swingline representative.



If not, you need the Swingline® CHS10-30 High Security Shredder. This P-7 security level shredder has been evaluated to meet the performance requirements of the National Security Agency (NSA) as defined by the U.S. Government.

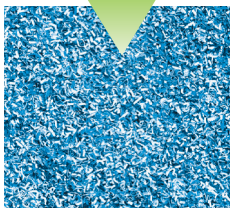
NSA Compliance
Do your shred particles look like this?



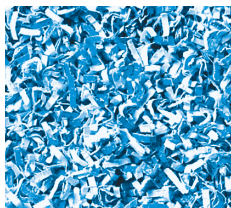
There are three main shredding methods businesses use to manage their document security:

1. On-site shredding using in-house shredders – provides high protection of document security
2. On-site shredding using external shredding service – provides medium protection of document security
3. Off-site shredding using external shredding service – provides low protection of document security

The highest security is achieved when the distance to the shredder is shortest.



Level P-7
High Security



Level P-6
Super Micro-Cut



Level P-5
Micro-Cut



Level P-4
Super Cross-Cut



Level P-3
Cross-Cut



Level P-2
Strip-Cut

Swingline®

Swingline® Shredder Reference Chart

Item #	Description	Security Level	Cut Style	Sheets	Bin (gal)	Max Run Time/ Cool Down	Auto Feed	PIN Lock	Self Oil	Anti Jam	Self Clean	CD	Paper Bag	Plastic Bag	Oil
Stack-and-Shred™ Hands Free Shredders															
1758578	750M	P-5	Micro-Cut	750/10	31	Continuous	•	•	•	•	•	•	1765032	1765015	1760049
1757578	750X	P-4	Super Cross-Cut	750/12	31	Continuous	•	•	•	•	•	•	1765032	1765015	1760049
1758577	500M	P-5	Micro-Cut	500/9	21	Continuous	•	•	•	•	•	•	1765030	1765015	1760049
1757577	500X	P-4	Super Cross-Cut	500/10	21	Continuous	•	•	•	•	•	•	1765030	1765015	1760049
1758576	300M	P-5	Micro-Cut	300/7	11	30 on/30 off	•	•	–	•	•	•	1765029	1765010	–
1757576	300X	P-4	Super Cross-Cut	250/8	11	30 on/30 off	•	•	–	•	•	•	1765029	1765010	–
1757573	200X	P-4	Super Cross-Cut	175/7	9	30 on/30 off	•	–	–	•	•	•	1765031	1765016	–
1758571	100M	P-5	Micro-Cut	100/6	7	15 on/10 off	•	–	–	•	•	–	1765026	–	–
1757571	100X	P-4	Super Cross-Cut	100/6	7	15 on/10 off	•	–	–	•	•	–	1765026	–	–
1757574	80X	P-3	Cross-Cut	80/6	5	10 on/40 off	•	–	–	•	•	–	1765028	–	–
1757572	60X	P-3	Cross-Cut	60/5	4	10 on/40 off	•	–	–	•	–	–	1765027	–	–
Commercial / TAA Compliant (Made in Germany)															
1753210	CX40-59	P-3	Cross-Cut	40	59	Continuous	–	–	•	•	–	•	–	1145482	1753190
1753200	CS50-59	P-2	Strip-Cut	50	59	Continuous	–	–	•	•	–	•	–	1145482	1753190
1758583	CX30-55	P-3	Cross-Cut	30	55	Continuous	–	–	–	•	–	•	–	1145482	1760049
1753230	CS39-55	P-2	Strip-Cut	39	55	Continuous	–	–	–	•	–	•	–	1145482	1760049
1753240	CM11-44	P-5	Micro-Cut	11	44	Continuous	–	–	–	•	–	–	–	1145482	1760049
1758582	CX22-44	P-3	Cross-Cut	22	44	Continuous	–	–	–	•	–	•	–	1145482	1760049
1753260	CS25-44	P-2	Strip-Cut	25	44	Continuous	–	–	–	•	–	•	–	1145482	1760049
1753270	CX25-36	P-3	Cross-Cut	25	36	Continuous	–	–	–	•	–	•	–	1145482	1760049
1753280	CS30-36	P-2	Strip-Cut	30	36	Continuous	–	–	–	•	–	•	–	1145482	1760049
1753290	CHS10-30	P-7	High Security	10	30	Continuous	–	–	•	•	–	–	–	1765015	1753190
1753300	CM15-30	P-5	Micro-Cut	15	30	Continuous	–	–	–	•	–	•	–	1765015	1760049
Large Office															
1770065	LSM09-30	P-6	Super Micro	9	30	Continuous	–	–	•	•	•	•	1765021	1765015	1760049
1770055	LM12-30	P-5	Micro-Cut	12	30	Continuous	–	–	•	•	•	•	1765021	1765015	1760049
1770045	LX20-30	P-4	Super Cross-Cut	20	30	Continuous	–	–	•	•	•	•	1765021	1765015	1760049
1770035	LS32-30	P-2	Strip-Cut	32	30	Continuous	–	–	•	•	–	•	1765021	1765015	1760049
Departmental															
1758595	DS22-19	P-2	Strip-Cut	22	19	Continuous	–	–	–	•	–	•	1765025	1765010	1760049
1758605	DX20-19	P-3	Cross-Cut	20	19	Continuous	–	–	•	•	•	•	1765025	1765010	1760049
1758575	DS22-13	P-2	Strip-Cut	22	13	Continuous	–	–	–	•	–	•	1765024	1765010	1760049
1758585	DX18-13	P-3	Cross-Cut	18	13	Continuous	–	–	•	•	•	•	1765024	1765010	1760049
1770070	DM11-13	P-5	Micro-Cut	11	13	Continuous	–	–	•	•	•	–	1765024	1765010	1760049
1770080	DSM07-13	P-6	Super Micro-Cut	7	13	Continuous	–	–	•	•	•	–	1765024	1765010	1760049
Small Office															
1758496	SM12-08	P-5	Micro-Cut	12	8	20 on/10 off	–	–	–	•	•	–	1765022	1765016	1760049
1758495	SX16-08	P-3	Cross-Cut	16	8	20 on/10 off	–	–	–	•	•	•	1765022	1765016	1760049
1758494	SS20-08	P-2	Strip-Cut	20	8	20 on/10 off	–	–	–	•	–	•	1765022	1765016	1760049
Executive															
1757395	EM07-06	P-5	Micro-Cut	7	6	20 on/15 off	–	–	–	•	•	–	1765023	1765016	1760049
1757392	EX10-06	P-3	Cross-Cut	10	6	20 on/15 off	–	–	–	•	•	–	1765023	1765016	1760049
Personal															
1757390	EX12-05	P-4	Super Cross-Cut	12	5	4 on/40 off	–	–	–	–	–	•	–	1765016	–
1757393	EX10-05	P-4	Super Cross-Cut	10	5	4 on/40 off	–	–	–	–	–	•	–	1765016	–
1758581	STYLE+	P-4	Super Cross-Cut	7	3.5	6 on/30 off	–	–	–	–	–	–	–	1765016	–