

# POLICY CENTER SOLUTION STANDARD EDITION

#### Affordable Retention Policy from the Most Trusted Name in Records Management



#### **28% of information governance** (IG) professionals say their organization has no accepted IG policies

2017 State of Information Management: Are Businesses Digitally Transforming or Stuck in Neutral?; AIIM

### YOUR CURRENT STATE

- Keeping records longer than required for legal, regulatory, or business reasons
- Limited resources to build, curate, and update a legally defensible, global retention schedule
- Inconsistent regulatory citation and change tracking that impacts legal defensibility
- Manual placement of the rules and regulations across your content infrastructure

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## WITH READY-MADE, POWERFUL STANDARD EDITION YOU CAN:

Grow beyond manual, time-intensive processes to research, update, and communicate changes to policies. Keep your RIM program's retention guidelines current and compliant by subscribing to this prebuilt retention schedule without a large, upfront project fee.



## POLICY CENTER STANDARD EDITION

Provides a prebuilt record retention schedule that reflects business operations - classify your documents, enforce compliance with the added ability to personalize record classes or modify retention rules.

# POLICY CENTER SOLUTION SUITE

**Country Coverage** 

Industry Coverage



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