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

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 pre-built retention schedule without a large, upfront project fee.

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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

Pre-Built Retention Schedule
General Business Functions Retention Schedule
Country Coverage
Industry Specific Retention Schedule
Industry Coverage
Integration with Iron Mountain Box Storage

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