

RECORDS MANAGER SYSTEM INTEGRATION WITH IRON MOUNTAIN'S CLOUD ACCUTRAC



A multifold increase in the amount of data that is subject to corporate compliance initiatives and used for litigation support is a reality that all industry sectors are dealing with. Whether it is new geography-wide privacy laws, industry regulations or readiness to support current or anticipated litigations, a robust information management and governance program is a must have corporate strategy. The needs of customers to store and manage the physical data and satisfy regulatory compliance are driving the demand for physical records management. Most big organizations use the services of third-party service providers to store their physical documents off-site and

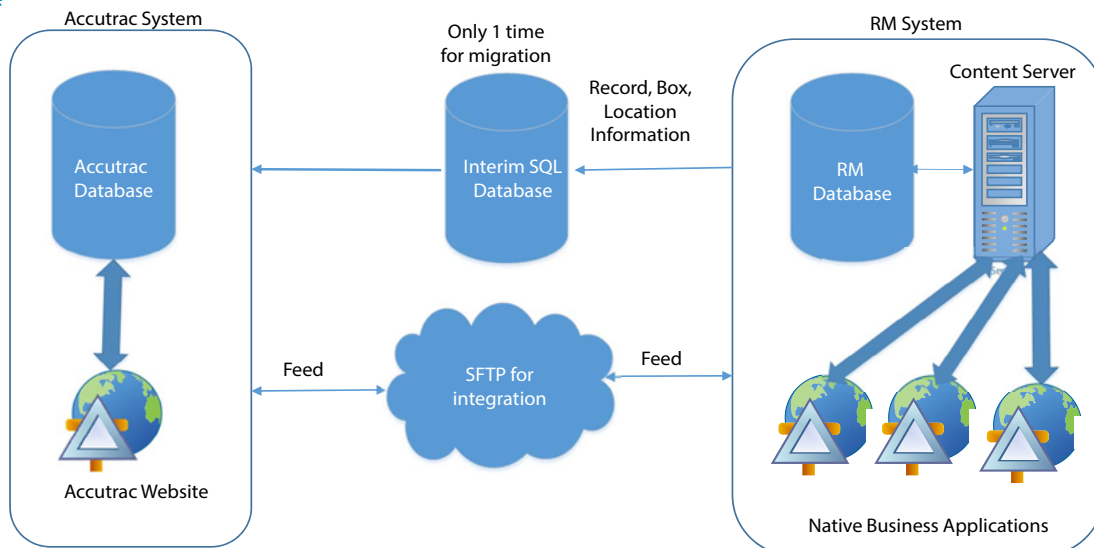
offer related services such as document classification, organization and destruction. These providers use offsite storage for records that are either vital to current operations or are inactive, but must be retained for legal reasons. Iron Mountain is one such major service provider of physical records services.

For organizations that have sophisticated records policies from inception to active management and through destruction, and follow these procedures for all records categories, formulation of a cohesive strategy to manage information in third party warehouses presents a unique challenge. Such organization would want to continue to use centrally managed

policies and procedures through their records management and governance systems for consistency and compliance while being able to manage the lifecycle of physical records in Iron Mountain's warehouses

This Infosys solution enables organizations to integrate an on premise or local Records Management System with Iron mountains Accutrac physical records management solution. The solution enables unified user experience and a consistent set of records policies and procedures that can be applied to electronic records as well as physical records that are managed as part of 3rd party ware-houses.

Architecture



Key Solution Features

- Mapping and syncing service for Accutrac and Records Manager
- Records data clean-up and de-duplication services
- Migrating records information to Accutrac
- Migration and reconciliation reports
- Security and user roles mapping
- Cross system automatic records creation and updates
- Synchronization of library operations and transmittals across systems
- Apply compliance including retention policies and disposition strategies
- Secure records accessibility from existing UI
- Enable business to leverage Accutrac's Records Management features like reconciliation, retention, disposition, policy creation, digitization etc.
- Unified information management solution helps improve consistency and reduce risk



Solution Domains

- Content and Record Management

Technologies

- OT Documentum Records Manager
- Iron Mountain Accutrac



Technical and Business Benefits

- Reduction of records center/warehouse support by up to 80 %
- No or low impact on native applications and integrations reducing
- Significant reduction in change management and training effort
- Unified information management solution helps improve consistency and reduce risk – all through integrated as a single system

For more information on Records Manager System Integration with Iron Mountain, please write to us at ContentServices@infosys.com

For more information, contact askus@infosys.com

Infosys[®]
Navigate your next

© 2018 Infosys Limited, Bengaluru, India. All Rights Reserved. Infosys believes the information in this document is accurate as of its publication date; such information is subject to change without notice. Infosys acknowledges the proprietary rights of other companies to the trademarks, product names and such other intellectual property rights mentioned in this document. Except as expressly permitted, neither this documentation nor any part of it may be reproduced, stored in a retrieval system, or transmitted in any form or by any means, electronic, mechanical, printing, photocopying, recording or otherwise, without the prior permission of Infosys Limited and/ or any named intellectual property rights holders under this document.