

Attevo launches privacy impact & document management assessment for EDRMS

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In today's business environment, controlling access to information is essential to any long-term strategy for competitive advantage and is at the core of all information risk management. In recent times, a key component in the drive to manage disparate data has been the procurement of electronic document and records management systems (EDRMS), providing organizations with a corporate-wide view of all processes associated with the authoring, storage and disposal of documents.

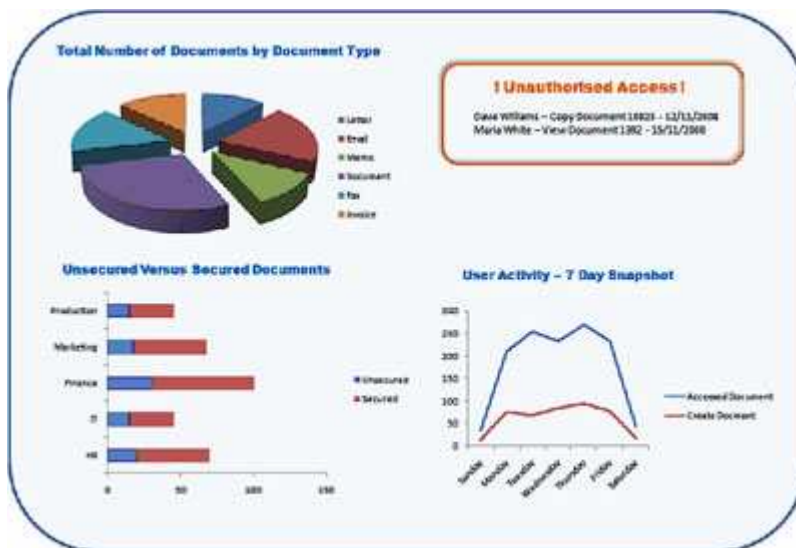
The nature of the information stored in these document management systems has inevitably given rise to privacy and security concerns. The cumulative effect of many such initiatives during recent decades has resulted in harm to public trust and to the reputations of corporations and government agencies alike.

In order to address this risk, it is advisable to use a risk management technique commonly referred to as a privacy impact assessment (PIA). Inherent within a PIA is an assessment of data and document integrity as well as user activity monitoring. Attevo offers such a service – our team of document management professionals examine a customer's entire document process and life cycle before making recommendations in the form of a report.

In addition to providing guidance and recommendations, Attevo has developed a series of reports that display document management usage on an ongoing basis in the form of an EDRMS dashboard. The reports are customizable and based on Attevo's experience of the underlying data schema of many market-leading EDRMS.

Examples of how Attevo's customers have used the output from a privacy impact assessment include the detection and compilation of court-worthy evidence of unlawful access for a large government body and also enabling another organization to monitor access to both sensitive data and specified areas of an EDRMS Fileplan whilst also reporting on user activity within for regulatory purposes.

Added benefits include providing administrators with the ability to better manage key elements of their EDRMS by identifying document categories (such as document types) and Fileplan areas, which are rarely used, thus enabling rationalization of redundant elements of an EDRMS and making it more effective and easier to use from a user's perspective. Attevo's document management assessment



reports are easily integrated into Microsoft's SQL Reporting Services and Business Objects' reporting suite for corporate-wide reporting purposes.

Standard reports available within Attevo's Document Assessment Reporting Suite:*

- List of all security groups and members
- Number of documents created by an individual security group
- List of all document types and number of documents created
- List of all application types and number of documents created
- List of all disabled users
- Total number of users in an EDRMS
- Total number of documents in an EDRMS
- Total number of documents created over a given time period
- Total number of unsecured documents in an EDRMS
- Total number of documents placed in a specific part of an EDRMS Fileplan
- User activity associated with a specific part of an EDRMS Fileplan

* This is not a finite list of reports. Each report can be tailored to meet exact customer requirements.

For further details of Attevo's privacy impact or document assessment capabilities, go to the Attevo Web site at <http://attevo.com>.

About Attevo

Attevo is a global business and information technology consulting firm which enables entities around the world to become more productive and sustainable through business process optimization, enterprise solutions and integration services. Attevo clients include major commercial and government organizations around the world, local government municipalities and emerging and mid-market companies. Attevo has offices in Cleveland, Ohio, Columbus, Ohio, London, England and Edinburgh, Scotland. For more information, visit www.attevo.com.

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