

EMC INFORMATION GOVERNANCE MATURITY MODEL ASSESSMENT

Workshop delivers a custom assessment of your information governance practice, and recommendations for achieving your goals

ESSENTIALS

- Assess information governance vulnerabilities, scored with a proven methodology
- Evaluate the effectiveness of policy management and identify areas for improvement
- Promote connected thinking about information governance
- Assess the benefits of improving information governance practices
- Produce recommendations for achieving benefits
- Bring together stakeholders to support development of a comprehensive information governance strategy
- Determine appropriate enabling technology to enforce policies

Growing volumes of information require ongoing housekeeping and management. But it's often easier said than done. What information is important and should be retained? What can be disposed of? Where does it need to be kept? How quickly does it need to be accessed and by whom?

Implementing information governance for unstructured content is the best way to apply and enforce information policies, ensuring that content is stored in the appropriate place for the life of its value to the business. It reduces operational costs, improves the end-user experience, and mitigates risk associated with regulatory requirements and eDiscovery requests. The challenge is: where to begin?

Recognizing the complexities of information management decisions, EMC Information Intelligence Group Consulting developed a unique Information Governance Maturity Model. The assessment will evaluate your current practices related to several dimensions of information management and compliance, and then identify areas for improvement. Using a standardized methodology and consultative approach, you can bring together stakeholders from across your organization to create a common understanding of your problems and determine next steps that are consistent with your information management strategy.

WORKSHOP FORMAT

Representatives from your compliance, legal, records management, and IT departments assemble for a half-day session. An EMC senior consultant leads a conversation with key representatives from your business—facilitating a structured conversation to identify all of the pressure points that impact your information governance policies. During the workshop, the desired maturity level, quick wins, and areas for further investigation are defined.

CUSTOMIZED INFORMATION GOVERNANCE REPORT

Following the interactive workshop session, the consultant will return with a customized report that provides an unbiased view of your current status across a number of different information management categories. The report will also include recommendations for near-term opportunity for change and will serve as the basis for your own information governance roadmap.

PROVEN METHODOLOGY

Six categories associated with your information management policies are assessed to determine your level of maturity, from “aware” to “optimized.” Based on your organizational needs, factoring in issues such as regulatory obligations and risk tolerance, the EMC assessment provides a clear picture of your current Information governance profile.

| | Information Risk | Policy Management | Information Access & Security | Information Capture & Classification | Information Content Governance | Records Lifecycle Management |
|-----------|------------------|-------------------|-------------------------------|--------------------------------------|--------------------------------|------------------------------|
| Optimized | Green | Green | Green | Green | Green | Green |
| Managed | Green | Green | Green | Green | Green | Green |
| Proactive | Yellow | Yellow | Yellow | Yellow | Yellow | Yellow |
| Reactive | Yellow | Yellow | Yellow | Yellow | Yellow | Yellow |
| Aware | Orange | Orange | Orange | Orange | Orange | Orange |

Information Governance Maturity Model matrix

INFORMATION GOVERNANCE OVERVIEW

Information governance encompasses technology, process, and people to ensure proper information management. Information governance gives you the means to understand and get control of your unstructured content. Not just a one-time activity, information governance is vital to ongoing information management:

- Apply general housekeeping to your unstructured content based on an understanding of what’s stored and take action according to its associated value (or risk)
- Prepare for your journey to the private cloud by scrubbing your information so you pack only what’s relevant
- Keep your production environments—email, Microsoft SharePoint, and file servers—neat and tidy for optimized performance
- Simplify eDiscovery and create repeatable in-house processes

EMC is in a unique position to deliver the enabling technologies around information governance as well as the expert advice on how to implement information governance within your organization.

WHO SHOULD ATTEND?

Representation from across the business provides the best input for the analysis. Those with a vested interest often include:

- CxO: Provides an overall executive view, representing shareholder and board-level responsibilities
- Compliance and legal: Provides a view into current policies for risk management, regulatory obligation, and legal preparedness
- Information and records managers: Provide input into day-to-day handling of information
- Security officers: Provide insight into information security procedures
- IT: Provides an infrastructure view into current information systems
- Line-of-business: Provides a view of the business user

CONTACT US

To learn more about how EMC products, services, and solutions help solve your business and IT challenges, visit us at www.EMC.com or call 800.607.9546 (outside the U.S.: +1.925.600.5802).

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