

# Archive Systems



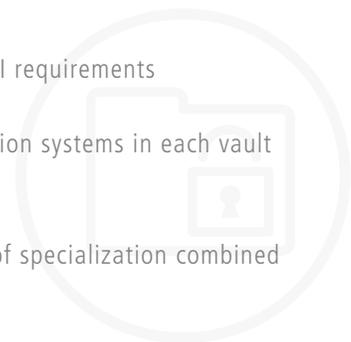
## Off-site Data Protection

Archive Systems minimizes the risks associated with media storage by vaulting data in state-of-the-art facilities. This includes a temperature and humidity-controlled environment combined with cutting-edge security systems to ensure that records and data are kept safe. Magnetic tapes, CDs, DVDs and other storage media or vital records can be protected.

Our off-site data protection services also incorporate customized media pickup, delivery and rotation schedules designed to meet the needs of specific organizations. At pickup, the media is assigned unique barcode ID's for tracking, and then transported in secure, environmentally controlled vehicles by Archive Systems' data protection specialists. In the event of an organization's data failure, Archive Systems is available to deliver the vaulted media 24 hours a day, seven days a week, ensuring business continuity.

### Features

- Provides outsourced data backup storage that frees internal resources and allows employers to focus on their business
- Makes compliance easier with extensive reporting and auditing features
- Offers climate controlled, reinforced concrete media vaults that meet all ANSI requirements
- Contains four-hour fire ratings, smoke detectors, and automatic fire suppression systems in each vault for the ultimate protection
- Achieves increased efficiencies and a lower cost of operation through years of specialization combined with high volumes





## Services Overview

Every facet of our service offering has a singular focus – the elimination of risk to our customers' data. Data is preserved in our state-of-the-art vaults, which feature uninterruptible power supplies, non-combustible construction, gaseous fire protection and sophisticated access-control security systems. In addition, all Archive Systems vaults are managed by trained teams of data protection professionals.

## Customized to Meet Your Needs

Media collections can be customized based on your backup procedures and needs. Emergency delivery is available 24/7, allowing for fast restores during disaster recovery. This ensures that the data needed is always available.

## Additional Media Types for Storage

Media collections can also be easily managed using Archive Systems' Virtual Records Center, a powerful solution that provides complete access to Archive Systems' full range of records management services.

The vaults can hold a variety of media types, such as:

- Computer disks, tapes, CDs, and DVDs
- Microfilm and microfiche
- Audio and video tapes
- X-rays
- Blueprints
- Films and optical disks
- Paper-based vital records

Department Code	Alternate ID	Sequence Begin	Sequence End	UDF1	UDF2	UDF3	UDF4	UDF Date	Add Date	Status Date	Status	Destroy Date	Series Code
0000	016748	0150	0207						11/02/1990	07/29/2000	In	10/31/2000	
0000	016748	A	Z						11/02/1990	03/06/1998	In	10/31/2000	
0000	048208	0150	0241						08/18/1994	06/01/1995	In	07/31/2001	
0000	047811	0201	0201						01/21/1998	06/03/2001	In		
0000	047812	0178	0178						01/21/1998	08/07/1999	In		
0000	047813	0155	0155						01/21/1998	08/07/1998	In		
0000	047814	0155	0155						01/21/1998	06/12/1998	In		
0000	048247	0241	0241						09/28/1994	08/26/1994	In		
0000	063453	0150	0283						03/01/1998	06/01/1998	In	12/31/2001	
0000	073357	0150	0292						07/20/1990	07/20/1990	In	12/31/2002	

The Virtual Records Center enables you to schedule media collection, view inventory, and more from your desktop

## Archive Systems

With over 20 years of experience, Archive Systems understands the complexities of records management, and provides customers with a spectrum of services and software systems to manage the lifecycle of their documents and vital records. By utilizing the most advanced technologies, we provide a solution to manage paper and digital documents and the connection between them. Archive Systems is the bridge to a paperless future.

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