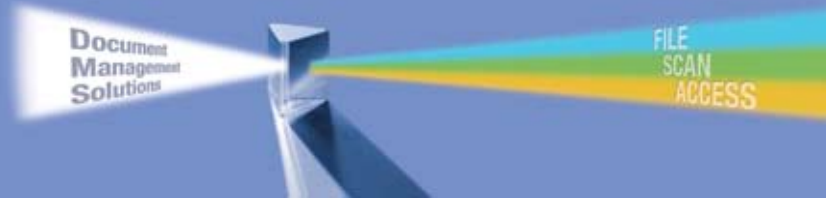


Digital Record Centre



File - Scan - Access

Cost-effective and secure data storage, plus 24/7 access

When remote users need simultaneous access to vital documents, the obvious solution is an Enterprise Content Management programme. But this may be too costly and often too complex for simple information storage and access.

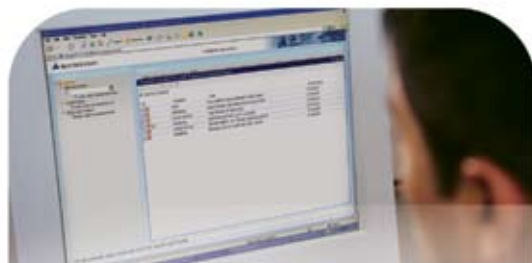
Iron Mountain's Digital Record Centre is a cost-effective, scalable hosted solution that provides access to large numbers of your active electronic documents. Hundreds of thousands of pages can be input and stored each day for each customer.

WILL I GET THE FLEXIBLE ACCESS I NEED?

The Digital Record Centre can virtually store any type of document, and it is optimised to manage large collections of small document formats such as scanned images.

Documents can be searched for, accessed and then manipulated as required, and annotated with the original document remaining unchanged and the annotations stored separately. Date and approval stamps, posted comments, plain text, freehand drawing and other forms of annotation are also available.

"Iron Mountain's Digital Record Centre is a cost-effective, scalable hosted solution."



WHAT ABOUT REGULATORY COMPLIANCE?

The Iron Mountain Digital Record Centre has been designed to allow customers to comply with regulatory requirements. Retention management with granular retention periods and WORM storage are provided to assist with the growing obligations our customers face in this area.

HOW WILL I KNOW MY DATA IS SECURE?

Username and password authentication ensure only appropriate users can access the system with granular permissions.

High availability of the stored assets is provided in event of any component failure. Additionally, Iron Mountain's data centre has redundant power supplies with an on-site generator and multiple communication pipes with different internet service providers.

IS IT RIGHT FOR MY BUSINESS?

- Enables concurrent users to search and access electronic records at any time from remote locations. This improves business efficiency through reduced delivery time
- Uses an outsourced archive to store and retrieve active documents. This gives you the flexibility to increase the scale of the archive at any time without making major investments in hardware, software or infrastructure
- Delegates a digital archive to Iron Mountain as your trusted partner. This frees up internal IT resources and ensures the safety and security of your documents

ABOUT IRON MOUNTAIN

Iron Mountain Europe is a subsidiary of Iron Mountain Incorporated (NYSE:IRM), the global leader in information protection and storage services. Iron Mountain Europe services 56 markets within 18 countries across Europe. For further information, visit: www.ironmountain.co.uk

Iron Mountain helps organisations around the world reduce the costs and risks associated with information protection and storage. The company offers comprehensive records management and data protection solutions, along with the expertise and experience to address complex information challenges such as rising storage costs, litigation, regulatory compliance and disaster recovery. Founded in 1951, Iron Mountain is a trusted partner to more than 100,000 corporate clients throughout North America, Europe, Latin America and the Pacific Rim. The company currently employs more than 18,000 staff worldwide and generated sales of \$2.4 billion in 2006.



We can help you make your information work for you

Contact us today on

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Iron Mountain operates in major markets worldwide, serving thousands of customers throughout the UK, Europe, U.S, Canada, Latin America and Asia Pacific. For more information, visit our website at www.ironmountain.co.uk

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