

## INDUSTRY FACT

40% OF BUSINESSES DO NOT REOPEN AFTER A DISASTER. AND ANOTHER 25% FAIL WITHIN A YEAR.

UNITED STATES FEDERAL  
EMERGENCY MANAGEMENT  
AGENCY (FEMA)

## SOLUTION BRIEF

# DOCUMENT RECOVERY SERVICES

DISASTERS ARE INEVITABLE. LOSING CRITICAL INFORMATION ISN'T.

Your information assets are essential to making sound business decisions, nurturing customer relationships and keeping your organization operating efficiently. But what happens when a man-made or natural disaster strikes?

Without the ability to quickly recover and restore damaged documents and files, you may be putting your organization's reputation – and even its very viability – in jeopardy.



## RECOVER WITH CONFIDENCE

In the event of a disaster, our remediation experts are deployed to your facility to help you:

- Create a response strategy and action plan
- Establish a local presence prior to or immediately after an event
- Identify potential health and safety hazards
- Assess which records and electronic media are in need of recovery
- Organize and manage logistics necessary to remediate affected assets
- Inventory affected assets and restore as quickly and effectively as possible
- Freeze-dry damaged assets to provide you with time to decide what to do next

And because Iron Mountain provides the management of all restoration activities, you can rest assured knowing your information is protected.



## RECORDS STORAGE SERVICES

Protect your information assets from disasters and harmful contaminants using our network of secure facilities.

## DOCUMENT IMAGING SERVICES

Convert restored documents to an electronic format, increasing accessibility across your organization while protecting your critical records from additional harm.

## SECURE SHREDDING SERVICES

Once remediated and scanned, dispose of records you no longer need by building a compliant, reliable and cost-effective onsite or offsite destruction program.

## BENEFITS

- Clean and restore any documents and media damaged by natural and man-made disasters, contaminants, dust, mold, water or animal infestation
- Protect employees from harmful substances
- Keep your records and information safe and accessible for the long term
- Provide what's required for a litigation event – even if the requested information is damaged

## BE PREPARED FOR NEXT TIME

Lighting can strike twice. Our secure facilities employ sophisticated anti-mold and pest processes, are strategically located away from fault lines and flood zones, and are equipped with VESDA (very early smoke detection apparatus).

## SECURE E-WASTE AND IT ASSET DISPOSITION

Destroy, recycle, or repurpose decommissioned IT assets through secure, environmentally friendly procedures.

## REMIEDIATION IN ACTION

A multinational manufacturing company needed to deliver unidentified, contaminated, decades-old records to support a litigation response. Iron Mountain® Remediation services helped the manufacturer remove the records from their current location, clean them in an offsite remediation facility and scan and upload them into its eDiscovery platform.

## THE RESULTS:

- Removed contaminants from the required records
- Delivered the requested documents within the appropriate timeframe
- Minimized the potential harm compromised records could cause employees

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### ABOUT IRON MOUNTAIN

Iron Mountain Incorporated® (NYSE: IRM) is the global leader in storage and information management services. Trusted by more than 220,000 organizations around the world, Iron Mountain's real estate network comprises more than 85 million square feet across more than 1,400 facilities in 46 countries dedicated to protecting and preserving what matters most for its customers. Iron Mountain's solutions portfolio includes records management, data management, document management, data centers, art storage and logistics, and secure shredding, helping organizations to lower storage costs, comply with regulations, recover from disaster, and better use their information. Founded in 1951, Iron Mountain stores and protects billions of information assets, including critical business documents, electronic information, medical data and cultural and historical artifacts. Visit [www.ironmountain.com](http://www.ironmountain.com) for more information.