

# Information Management to the power of i

## WHAT IS YOUR PLAN?

- classification, organization, and access
- strategic management of unstructured data
- digitization and system implementation
- compliance with information policies
- protection of vital records
- records retention
- secured destruction

**Records &  
Information  
Management  
Office**

**[www.rim.ucsc.edu](http://www.rim.ucsc.edu)**

