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**Achieving Compliance Through Records and Information Management
Topic of New White Paper from Pitney Bowes**

STAMFORD, Conn., October 19, 2009 – Taking a holistic approach to [Records and Information Management \(RIM\)](#) can help companies mitigate risk and achieve compliance, according to a new white paper from [Pitney Bowes Management Services, Inc. \(PBMS\)](#), a wholly owned subsidiary of Pitney Bowes Inc. (NYSE: PBI).

The white paper, entitled [***“Achieving Compliance Through Records and Information Management: Answering Today’s Regulatory Requirements Efficiently,”***](#) notes that mitigating risk and achieving compliance is more complex than ever before because of:

- new regulations and audit requirements;
- the need to manage both digital and paper records;
- internal records/information management resource and knowledge gaps;
- the lack of enterprise standards and training;
- enforcement and auditing needs which continue to grow, and
- internal cost pressures that limit staff and capital investments.

“Industry best practices for RIM require a holistic point of view, including a clear vision, a risk assessment, and an implementation roadmap that outlines the most effective way to execute a comprehensive RIM program,” said Elizabeth Trumbull, managing director, RIM, PBMS. “Organizations should look to an outside provider who understands the complexities surrounding RIM compliance before embarking on such a program.”

The white paper cites the three major drivers to creating a corporate information governance policy – compliance obligations, business needs, and discovery and litigation readiness – and describes the overall scope a company must consider for each driver. It also delves into areas such as:

- governing and managing corporate information;
- developing a RIM solution;
- keys to compliance

In addition, case studies of successful RIM implementations are presented.

To obtain a copy of the white paper, [click here](#).

Pitney Bowes Management Services designs, implements and operates solutions that provide enterprise clients with [critical communication](#), [mail](#) and [document](#) lifecycle services that result in more effective, efficient and compliant business processes and operations.

About Pitney Bowes

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