



# Information Governance Consulting

**Build long-term success with an effective framework for compliance, data governance and risk mitigation**

## Keep your data secure, while you put your information to work

With the explosive size of business data, many organizations struggle with several aspects of information management, such as security and protection, retention and disposition, legal and regulatory compliance, AI tools, and reliability and authenticity. Ricoh's Information Governance (IG) consultants address these aspects, helping organizations break down silos and establish long-term, sustainable programs involving all essential stakeholders.

Our IG services support organizations in meeting security policies and achieving compliance with various federal, state, and industry regulations — including the ability to audit, demonstrate and defend compliance efficiently. With Ricoh's expert help, you will learn how to decrease costs, drive compliance and make better business decisions based on clean, reliable data.

## Tailored assessments for retention, policies and best practices

Our consultants design and implement complete IG programs, based on an initial assessment. Assessments cover retention, disposition, policies, procedures, and staff training. We also consult on individual focus areas such as Records Management, Information Lifecycle, File Analysis, Imaging, AI solutions, automation workflows, and overall IG awareness. Depending on your organization's specific needs, our consultants can assist in building out a strategic plan and implementation rollout or focus on immediate needs.

## Industry experts, with the experience to prove it

Creating compliant information governance policies requires expertise from certified professionals, with practical guidelines developed to meet the needs of your business. Ricoh boasts a tenured group of experienced industry practitioners who have real-world subject matter expertise in many regulated industries with specialties such as oil and gas, manufacturing, pharma, biotech and healthcare, financial services, retail, government, education, legal, and utilities.

Each consultant brings decades of experience and expertise into the design and implementation of any IG program. Our experts can also augment your team, freeing them to focus on critical lines of business activities.

### Why RICOH Information Governance Consulting?

- Proactive approach to data governance, risk management and compliance efforts
- Customized roadmap lets you know where you are in your information management journey
- Ability to reduce your data storage
- Modernize and safeguard your data as AI evolves
- Tenured team of industry veterans
- Leverage your existing technology or find the perfect fit

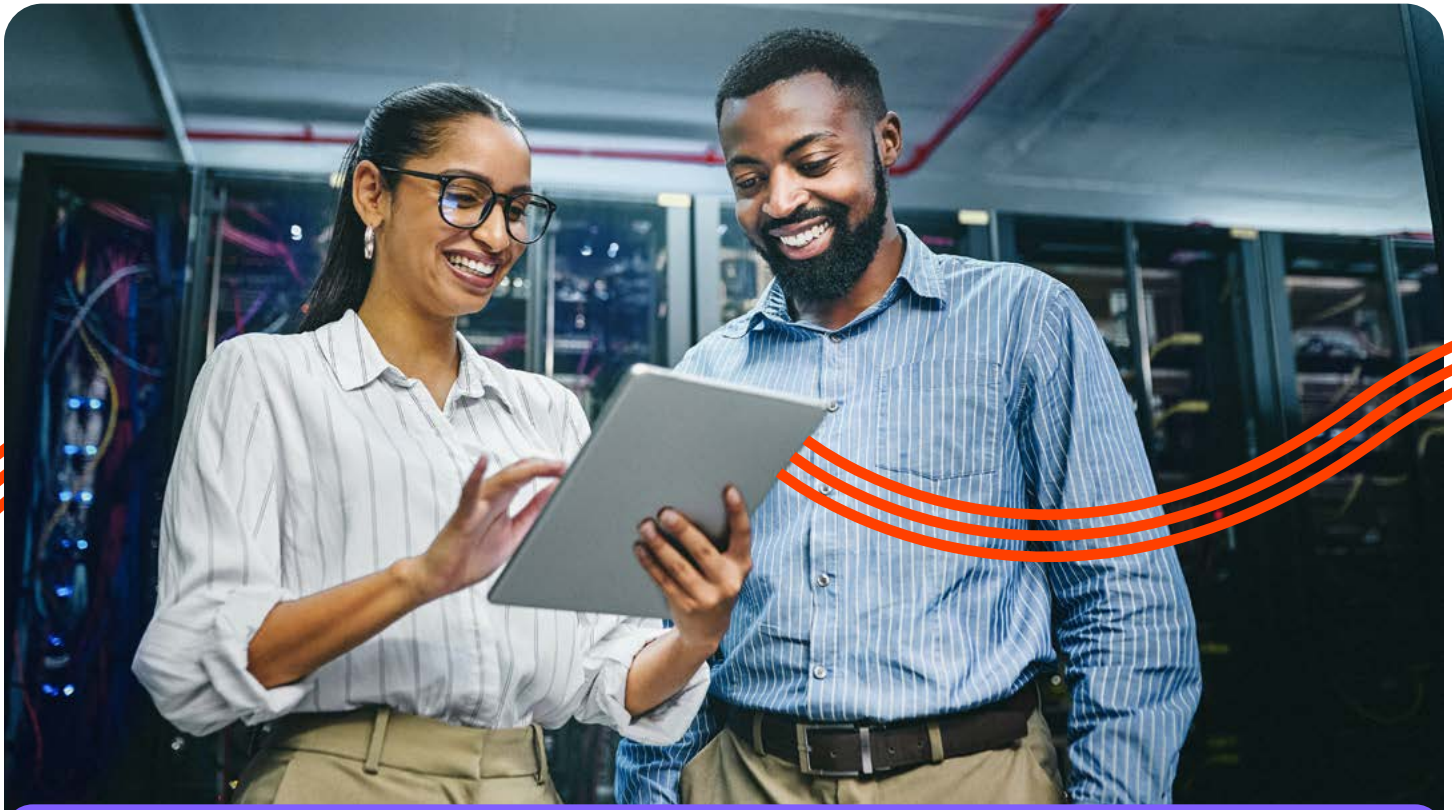


## An investment that pays off nearly immediately

Several Key Performance Indicators (KPIs) measure both bottom-line and soft costs (such as resources) associated with an organization's stored information. This enables defensible disposition and drastically reduces costly data storage and information footprint. Consider the time and costs needed to implement preservation holds and search multiple repositories for relevant documents. Similarly, AI and workflow automation tools eliminate manual and repetitive tasks, saving time and cutting costs while improving accuracy and security. Our approach provides clients with a roadmap to proactively manage their information as an asset and extract maximum value from it while avoiding the associated risks.

## Ricoh, a trusted partner

Today, for over 1.4 million customers around the world, Ricoh is unleashing the power of information to create better workplace experiences, streamline and connect workflows through process automation, and drive operational efficiency. Let's work together to discover how we can put information to work for you.



Engage with our Information Governance Advisory Services to learn more.  
[Contact us today](#) or visit [ricoh-usa.com/infogov](https://www.ricoh-usa.com/infogov) to learn more.