

## Project Summary

### Records Management Group Framework and Action Plan

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*Records and Information Management Group of a \$25 billion diversified technology and manufacturing company*

#### **Client Problem**

Newly merged companies need to define and achieve “best-in-class” system.

#### **BVI Approach: Strategic Planning**

Co-developed a framework and action plan for best-in-class global records management:

- ▼ Designed, conducted and analyzed a survey that benchmarked records management automation and globalization
- ▼ Developed a framework and action plan including objectives and time frames to reach “best-in-class” records management organization
- ▼ Provided ongoing consulting and facilitation services to worldwide group manager

#### **Results**

- ▼ Senior management sponsorship for the overall framework and action plan obtained
- ▼ Goals realigned with achievable objectives, responding to organizational dependencies and resource constraints
- ▼ Actions prioritized for group and corporate records-management efforts

*BVI provided a structure and framework to help me set achievable goals and obtain management support to achieve best-in-class global records management.*

- Global Business Services Records Management Manager