



The St. Louis Chapters of ARMA
and AIIM present...
“It’s About Control”



Program

Real-world Strategies for Document Retention and Litigation Readiness
In this presentation industry thought leader Mark Diamond will discuss how companies can better control documents.

Topics will include:

- * What e-mail should you save, and what should you delete?
- * How do well-meaning strategies for records retention sometime backfire?
- * How do you get users to follow compliance policies?
- * How do you defensibly delete documents?
- * What are the pitfalls to avoid?

Who Should Attend

Record Managers, Compliance Managers, Audit Managers, IT Directors, CFO’s, CIO’s

Our Speaker

Mark Diamond, President and CEO, Contoural, Inc

Mark Diamond is one of the industry thought leaders in litigation readiness, e-discovery, compliance, archiving, data protection and ILM strategies and practices. As CEO of Contoural, his company helps numerous Fortune 500 companies develop and execute email and document retention policies. A frequent industry speaker, Mr. Diamond addresses how organizations can better align legal and business requirements with IT and storage spending. An expert in the business drivers around archival and the technical strategies for implementing them, he addresses what are the emerging best practices, and outlines practical approaches for email and electronic document archival that reduce liability, lower costs and ensure compliance.

When

Thursday, January 28th, 2010
11:30 am – 1:30 pm

Where

Microsoft 11th floor, Room MPR2
3 CityPlace Dr. St. Louis, MO 63141

Register

RSVP to Larry Juliano
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Rita Grant
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Registration deadline – January 26
\$20.00 for AIIM or ARMA members
\$25.00 for non –members.
\$30.00 at the door. Lunch included.
www.aiim.org/gateway

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