

**Large Scale Tape Moves**

# SECURE YOUR BACKUP TAPES EVERY STEP OF THE WAY

**BUSINESS CHALLENGE**

Managing your data center takes a skillful balance of resources. So, when it's time to relocate your tape archives, you'll need to have considered in advance how you will fit a multi-faceted media relocation project into your schedule in addition to your everyday duties and objectives. Moving a large portion or even your entire set of backup tapes to an offsite location is a major logistical undertaking. You'll need to account for security, staffing, transportation, inventory verification – just to name a few of the more important aspects required for a successful large scale media move.


**INDUSTRY FACT:**

**\$7.2 million – the average  
cost per data breach event.**

- Dr. Larry Ponemon. "Cost of a data breach climbs higher:"  
Blog post. March 8, 2011.

It can help to work with a partner who has experience in a secure, proven workflow to ensure the organized, cost-effective transport of your backup tapes. Because when it comes to moving sensitive media from one location to another, you need to know your organization's data is secure every step of the way.

**WHAT IF YOU COULD...**

- ✓ Follow a comprehensive media relocation plan and meet your target date for completing the tape move?
- ✓ Trust a relocation plan because it mitigates risk by fully addressing chain of custody concerns?
- ✓ Gain full traceability and environmental control during backup tape transport – whether it's from point to point, around the globe, or across town?

**IRON MOUNTAIN LARGE SCALE MEDIA MOVES**

Safely move your media to a secure Iron Mountain offsite tape vault or to your offsite location using the Iron Mountain Large Scale Media Moves service. This value-added service within the Iron Mountain Data Backup and Recovery solution suite, helps you:

- **Define** your media relocation needs and the potential impacts of a move
- **Establish** a plan that incorporates best practices, focusing first and foremost on media security
- **Monitor** the relocation status throughout the project with frequent progress reports
- **Reassign** your in-house staff to focus on more critical tasks

You can rest assured knowing that with the Iron Mountain Large Scale Media Moves service, your media is both protected and transported to its new destination with a streamlined, best-practices approach to media handling and relocation.

## Tape Library Moves

### PLAN YOUR MEDIA MOVE

As a first step, with the help of your Iron Mountain team, you will develop a media relocation plan that meets stringent security requirements. You will be guided by our experts through each step. When your customized media plan is complete, you'll be able to:

- **Assess** your organization's move objectives
- **Review** compliance considerations
- **Determine** the optimal mode of transport
- **Develop** a project schedule detailing key tasks, milestones, and reporting conventions
- **Identify** the roles and responsibilities of your team members and Iron Mountain personnel

### SECURELY RELOCATE YOUR MEDIA

After managing thousands of daily media movements, Iron Mountain's experts have developed best practices to ensure the safety of your media. You can track and monitor each of your tapes through the entire process using our systematic approach. Every detail and task is taken into consideration. Our professionals will:

- **Label, log, and inventory** each tape to be moved to build an auditable chain of custody
- **Pack** your media in specially constructed containers to maintain information integrity and security
- **Transport** your media in customized, environmentally controlled vehicles equipped with InControl®, a patented chain of custody technology
- **Store** your media based on the requirements outlined in your media relocation plan

### ONLINE TRACKING AND REPORTING

Find what you need when you need it. As a Tape Move service customer, you'll gain access to SecureSync®, Iron Mountain's web-based media tracking software, which allows you to view and generate reports on your relocated backup tapes online 24/7. Using SecureSync, you can:

- **Schedule** media pickups and deliveries
- **Perform** a real-time, online inventory of backup tapes distributed to, stored in, or returning from the Iron Mountain vault
- **Access** informative status and discrepancy reports
- **Manage** administrative tasks easily and quickly any time and from anywhere

### WHAT YOU GAIN...

- ✓ A proven, innovative, and best-practiced approach to media relocation
- ✓ Safeguards that protect sensitive information from point of pickup to final destination, including detailed, auditable tracking for all points of transit in between
- ✓ A team of experts who manage every aspect of your move - from planning and inventory to delivery and long-term storage
- ✓ Devote your full attention to other business-critical activities while your media relocation is completed



**ABOUT IRON MOUNTAIN.** Iron Mountain Incorporated (NYSE: IRM) provides information management services that help organizations lower the costs, risks and inefficiencies of managing their physical and digital data. Founded in 1951, Iron Mountain manages billions of information assets, including backup and archival data, electronic records, document imaging, business records, secure shredding, and more, for organizations around the world. Visit the company Web site at [www.ironmountain.com](http://www.ironmountain.com) for more information.

© 2013 Iron Mountain Incorporated. All rights reserved. Iron Mountain and the design of the mountain are registered trademarks of Iron Mountain Incorporated in the U.S. and other countries. All other trademarks are the property of their respective owners.