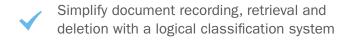
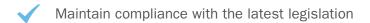
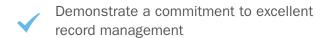
Enhance your brand with best-practice record management

By choosing to implement ISO 15489 you will be adopting best-practice record management, boosting accountability and transparency and strengthening your processes for auditing and training for an enhanced business brand.

With ISO 15489 your business can:







✓ Reduce errors for greater efficiency

Principles of ISO 15489



Leadership

- Who will set objectives?
- Who will be accountable?



Planning

- How will you achieve your goals?
- What areas do your team need to focus on?



Support

- Do you have the resources you need to achieve your goals?
- How will you document and communicate them?



Operation

- How do you intend to manage your records?
- How will you ensure that records are reliable and accurate?



Evaluation

How will you measure, monitor, analyse and evaluate your business' performance?



Improvement

 How do you document process reviews and ensure the right improvements are made?

With guidance and support from our expert consultants you will be able to develop and implement a management system that grows with your business and helps you to achieve your record management objectives.