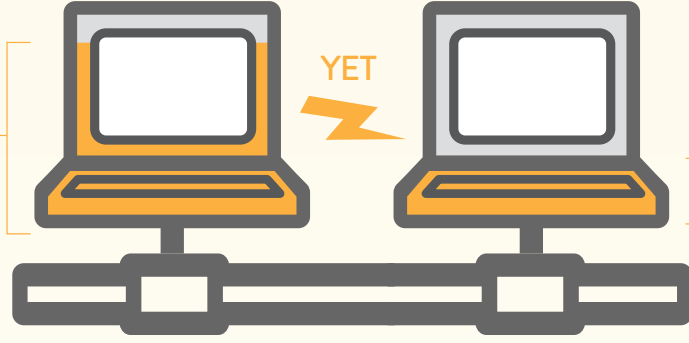


# Your Agency's Information: There When You Need It?

To read the full report visit [www.opentext.com/EIMReport](http://www.opentext.com/EIMReport)

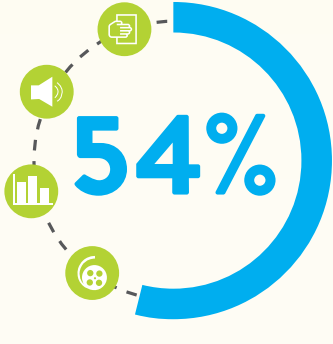
82% of federal managers indicate that **information management is essential or important** to agency operations



only **28%** of federal managers describe their agency's information management as **adequate**

## Every agency is drowning in paper.

MARK MANDEL, Records Management Practice Manager for OpenText Public Sector



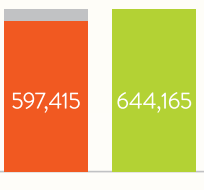
Managers believe that **just 54%** of an agency's information **is available digitally.**



## 51% of managers lack the resources needed to fully implement an information management system.

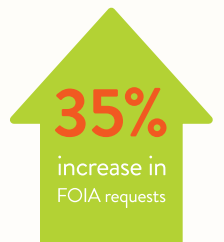


FY 10 FY 11



The number of FOIA requests rose from **597,415** in Fiscal Year 2010 to **644,165** in Fiscal Year 2011.

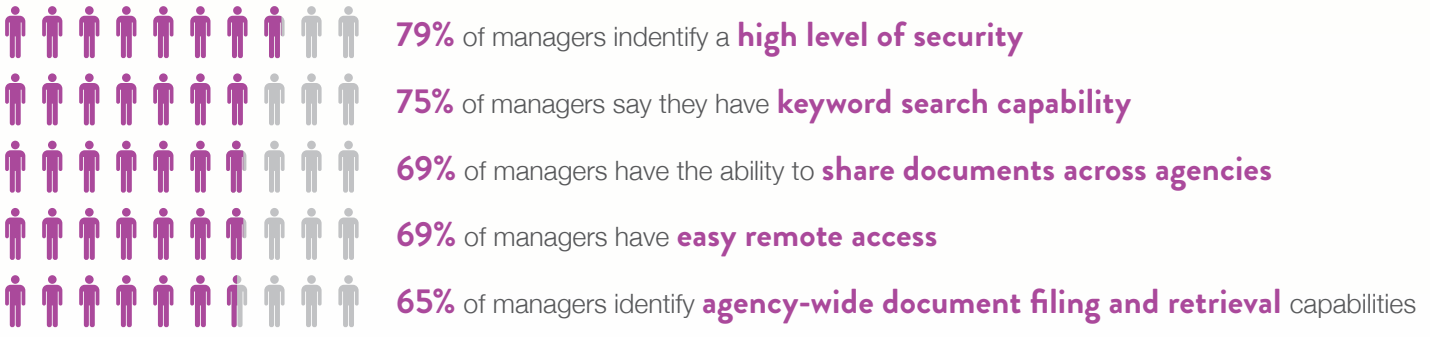
During this time, the Department of Homeland Security experienced a **35% increase** in the number of incoming FOIA requests.



## Most agencies do not have adequate controls for the major activities of their records management processes.

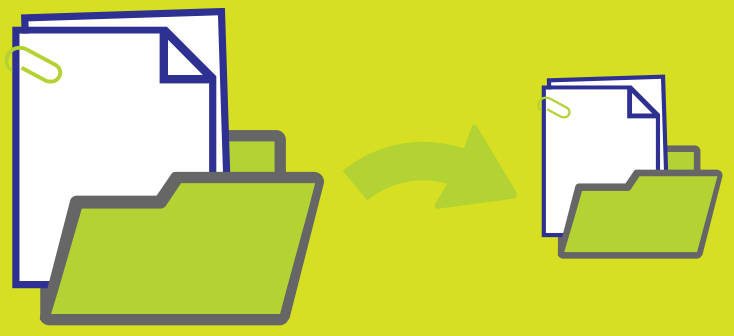
NATIONAL ARCHIVES AND RECORDS ADMINISTRATION, 2011 Records Management Self-Assessment Report, May 2012

Qualities of current information management systems:



## Despite the challenges, some agencies are successfully implementing information management systems.

A cloud archive solution is expected to reduce manual processes by **42%**

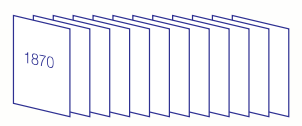


The **Department of Interior (DOI)** is implementing a Department-wide records management and electronic archiving solution, powered by the cloud. The move is expected to **reduce manual processes related to printing and filing by 42%** in the first two years.

The **Department of Defense (DOD)** and the **Department of Veterans Affairs (VA)** are **integrating health records** to provide seamless transition between DOD and VA hospitals. The system will be deployed nationally from 2014 to 2017.



**17 million** copyrights digitized



The **U.S. Copyright Office**, part of the Library of Congress, **plans to digitize all of its historical copyrights** from 1870 to 1977, and make them available online. So far, **17 million cards have been scanned.**

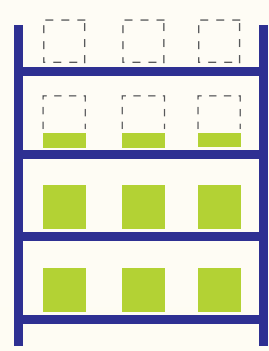
## TOP 5

Federal agencies in compliance with federal records management regulations and policy:

- Office of Surface Mining Reclamation and Enforcement** (Department of the Interior)
- Office of the Special Trustee for American Indians** (Department of the Interior)
- Bureau of Indian Affairs** (Department of the Interior)
- US Citizen and Immigration Services** (Department of Homeland Security)
- Office of Personnel Management**

## Information management has also arrived at state and local government agencies...

The **Massachusetts Department of Health and Human Services** freed up **36%** of its warehouse by scanning and digitizing paper documents, saving space and allowing the records to renegotiate its lease.



Freed up **36%** of its warehouse



**Texas's Denton County** implemented a new content management system to digitize the community's records. The system has provided Denton with approximately \$1 million in savings and 24-hour secure access to records.

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**Government Business Council**

**Industry Insights**

METHODOLOGY: The Government Business Council, the research division of Government Executive Media Group, surveyed 150 GovExec.com readers from June 5-11, 2012. Respondents include those holding GS11-15 grade levels and members of the Senior Executive Service in defense and civilian agencies.

OTHER INFORMATION DRAWN FROM:

- [http://www.oig.dhs.gov/assets/Mgmt/2012/OIGr\\_12-39\\_Feb12.pdf](http://www.oig.dhs.gov/assets/Mgmt/2012/OIGr_12-39_Feb12.pdf)
- [http://www.itdashboard.gov/investment/project-summary/468?order=data\\_controller\\_column\\_16&sort=asc](http://www.itdashboard.gov/investment/project-summary/468?order=data_controller_column_16&sort=asc)
- <http://www.nextgov.com/big-data/2012/05/library-congress-plans-digitize-pre-1978-copyright-records/55530/>
- [http://www.fbo.gov/index?s=opportunity&mode=form&id=5e882\\_cddc96613133b4cbe206378d5ac&tab=core&\\_cview=0](http://www.fbo.gov/index?s=opportunity&mode=form&id=5e882_cddc96613133b4cbe206378d5ac&tab=core&_cview=0)
- <http://www.justice.gov/iso/opa/asg/testimony/2012/asg-testimony-1203131.html>
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- <http://www.defense.gov/news/newsarticle.aspx?id=116437>
- <http://blogs.loc.gov/copyright/digitization/2012/03/a-virtual-copyright-card-catalog-tell-us-what-you-think/>
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- [http://www.acs-inc.com/cs\\_denton\\_county\\_texas.aspx](http://www.acs-inc.com/cs_denton_county_texas.aspx)
- <http://www.ciogovernmentsummit.com/packages.php>
- <http://www.prweb.com/releases/2012/6/prweb9616668.htm>