

What is Information Governance?

Textbook Definition

“Information governance is an organization’s technologies, policies, processes, and strategies employed to optimize information in order to meet its business needs, as well as legal and industry regulations, while minimizing risks. It is the controlling of information, including creation, valuation, use, storage, and deletion of data. Information governance empowers an organization to efficiently achieve its objectives. “

Elevator Pitch

“Pick up your toys”

What is Driving IG?



Client Demands



Volume / Efficiency



Financial Concerns

What does your data look like?

What you think it looks like



What it actually looks like



Governed Data



How do you get there?

- Establish **policies** that instruct how information is to be managed throughout its lifecycle
- Implement **processes** on how information is categorized, stored, secured, and disposed
- Deploy **technologies** to more effectively address proper information management and retention
- Establish a consistent **standard**
- **Educate** attorneys and staff on the benefits of effective information governance, and the necessary processes to achieve it
- Quality assurance and **auditing** to ensure consistency across all offices

Branding the Department

Five Pillars of IGRM



Branding the Department Digital Initiatives



