

## Case study

# Law firm relied on Clean Start to declutter, reduce risk, and become more organised

After years of normal operations, M&A activity, and employee turnover, a US-based law firm struggled with a cluttered and disorganised workplace. With unsecured documents and other information assets creating the risk for a data breach, negatively impacting employee productivity, and limited resources and expertise to solve the problem in-house, the organisation turned to Iron Mountain Clean Start for help.

### Clean start walkthrough and assessment performed and identified:

- › 70,000+ Documents that needed to be retained, with limited organisation
- › 2,000 Linear feet of documents on open shelves that were past their retention date and could be destroyed
- › Hundreds of obsolete and unsecured IT assets (computers, flash drives, hard drives, etc.), Some potentially containing sensitive information
- › Files with water damage that needed to be identified and recovered

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### About Iron Mountain

Iron Mountain Incorporated (NYSE: IRM), founded in 1951, is the global leader for storage and information management services. Trusted by more than 225,000 organisations around the world, and with a real estate network of more than 8 million square meters across more than 1,400 facilities in over 60 countries, Iron Mountain stores and protects billions of information assets, including critical business information, highly sensitive data, and cultural and historical artifacts. Providing solutions that include secure storage, information management, digital transformation, secure destruction, as well as data centres, art storage and logistics, and cloud services, Iron Mountain helps organisations to lower cost and risk, comply with regulations, recover from disaster, and enable a more digital way of working. Visit [www.ironmountain.com/en-cy](https://www.ironmountain.com/en-cy) for more information.

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## Industry

Legal

## Challenge

- › A cluttered office environment due to years of normal operations, M&A activity, and employee turnover
- › Unsecured and disorganised information assets,
- › including documents and IT equipment, located throughout the workplace
- › Limited in-house resources or expertise to securely clean up and organise space

## Solution

Iron Mountain Clean Start®

## Outcome

- › Labour support and expertise to build an inventory database and organise over 70,000 physical records
- › Secure destruction of over 3.6 million documents that were past retention date
- › Itemised secure destruction and recycling of obsolete IT assets
- › Remediation and recovery of water-damaged records

