

INFORMATION GOVERNANCE

Question from a perplexed and possibly stressed out RIM Manager:

“It's time to write the records management objectives for the upcoming year...does anyone else other than me run out of ideas???”

once you have an established program; what else can you do??

I'm always looking for better processes, etc. but actual "objectives"??

NOTE:

- *Objectives are detailed steps to meet Goals and are measurable in volume or time.*
- *Goals are large over-arching aspirations, aligned (designed to support) with organizational goals.*

How would you respond to this?

Some ideas include:

STRATEGIC PLANNING includes: (review the Strategic Plan outline)

- Goals – large over-arching aspirations; aligned with organizational goals
- Objectives – detailed steps to meet those goals
- RIM Metrics and Performance Indicators

GAP ANALYSIS

- The PRINCIPLES
- Maturity Models
- Life Cycle Management

ORGANIZATIONAL CONNECTIONS and VISION

- The RIM program is not just about the RIM services but driving Records and Information Management throughout the organization
- RIM is a business function that supports the whole organization.
- How can you “help/support/collaborate” with your
 - Business Owners, IT, Facilities, Legal, Compliance, Security, Privacy and Risk services.

What can be done differently? How? - What can be done better? How?