



# Twin Cities ARMA Chapter

Tuesday, November 8, 2022

11:30-1:00

Webinar – Hosted by the North Dakota ARMA Chapter

Modern, Compliant and Easier to Execute Records Retention Schedules

Guest Speaker: Mark Diamond

Many record retention schedules started from within hardcopy, paper-based records programs. Yet today more than 95% of the documents organizations create or receive are sourced in digital format. Programs based on paper-centric record retention schedules are much more difficult to execute and ensure compliance, when electronic information is the dominant format. Is your retention schedule in need of an update? In this Webinar, we discuss how organizations can create modern and more compliant records retention schedules that better handle both paper and especially electronic information. We will also cover how to privacy-enable your schedule.

Guest Speaker: Mark Diamond



As founder and CEO of Contoural, Mark Diamond is one of the industry thought leaders in proactive records & information management, litigation readiness and risk & compliance strategies. As a trusted advisor he and his company help bridge legal, compliance, security and business needs and policies with effective processes, technology and change management.