

Information Policy Management

everteam.policy is an effective tool for capturing, documenting and maintaining retention and governance policies for the entire enterprise.

As regulations proliferate and compliance requirements increase, organizations need to document and maintain their information registrar which includes their corporate retention rules, legal justifications and other data privacy or data sovereignty needs. But defining and formalizing those policies can be an overwhelming and time consuming task.

everteam.policy is a simple-to-use solution that allows organizations to quickly develop, publish and maintain enterprise-wide information policies. It supports a hierarchical document classification scheme, retention rules and additional customizable information properties to describe your overall information system.

With **everteam.policy**, the organization has a single, centralized repository for all information policies, ensuring a single point of access and maintenance to describe the organization's entire information universe.

Primary Use Case



Policy Management

Collect, document and manage retention and governance policies to ensure compliance with corporate and regulatory requirements (ISO 27001, GDPR, ...).

With evertteam.policy you can :

- ✓ Centralize information policy definition
- ✓ Make policies easy to understand
- ✓ Publish your organization's retention schedule
- ✓ Comply with ever-changing regulatory requirements



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everteam.policy

Capture, document and maintain retention and governance policies for the entire enterprise.

Key Capabilities

- Easily collect and store comprehensive policy definitions
- Centralize retention and governance policies in a single, unified location
- Define and maintain advanced information lifecycle rules
- Comply with requirements to describe and justify information governance policies
- Share Policies throughout your organization
- Provide clear evidence of compliance with regulatory requirements



With **everteam.policy**, empower policy management throughout the organization

1

Centralized and repository-agnostic for maximal efficiency

2

Comprehensive definitions leveraging your unique corporate needs

3

Advanced Lifecycle Rules with validation workflows and support for multiple jurisdictions

4

Policies which can be propagated and enforced in your content repositories

5

Policy sharing throughout the company for global consistency



Ready to learn how **everteam.policy** can support your company?
[Contact us today for a demo.](#)

About Everteam

Everteam is an enterprise information management software company specializing in information governance. We help customers connect to, discover, organize and manage their information assets to maximize value, reduce costs and mitigate risks.



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