



GAIN CONTROL OF YOUR DATA



More than 80 percent of companies say they do not

have an effective electronic data management plan.

– ARMA International Records and Information Management Survey

Montaña & Associates' consulting services include:

- Global and domestic retention schedules
- Policy and procedure development
- Annual retention schedule management and updates
- Information governance strategies
- Big Data and Little Data integration plans
- Global privacy compliance
- Technology tools assessment and acquisition guidance
- Records and information management, audits and compliance
- Legacy records and repository guidance
- Education and training

The amount of data generated in business is already overwhelming – every 60 seconds, 204 million emails are generated, and corporate data is projected to grow by 94 percent in the next year.

Add to that an ever-changing maze of state, federal and international regulations, and it's no wonder that in an Association of Corporate Counsel survey, 59 percent of chief legal officers say corporate data keeps them up at night.

Montaña & Associates helps companies gain control of their data. We are a consulting firm that specializes in domestic and global record retention schedules and other related information governance issues. We deliver comprehensive, practical plans that allow our clients to organize and manage their data – and avoid the regulatory missteps, litigation and bad publicity that can trap the unwary.

The companies we serve span a wide range of industries – from financial services to telecommunications, from energy to pharmaceuticals – and often operate in highly regulated environments. Montaña & Associates has advised many companies on the Fortune 100 and 500, and we have helped clients stay compliant worldwide.



When asked to share their major stress factors, companies identified five issues:



What do they all have in common? Data.

– Association of Corporate Counsel's Chief Legal Officers Survey



Are you ready to gain control of your data? Contact us at 800.516.7460 or visit lexitrac.com to schedule a demo.

LexiTrac™

LexiTrac™ is a revolutionary retention schedule development and management tool. This software makes the crushing volume of complex data manageable, secure and legally compliant.

- Easy-to-use, intelligent, web-based tool, to consistently update as laws and regulations change.
- Subscriptions-based, delivering smart data governance.
- And because it's from Montaña & Associates, you can rely on its depth and breadth of coverage – and on our team of experts to support you.

LexiTrac™ provides:

- Intuitive and user-friendly retention schedule development.
- Retention schedule management, including ongoing legal and regulatory updates.
- Access to tens of thousands of functionally organized U.S. and global information compliance rules, laws, regulations, standards and guidance.
- Coverage in more than 135 countries.
- Access to Intel from our team of legal researchers, who continuously refresh compliance rules.
- Options to quickly generate information governance reports that show privacy concerns, security compliance, data location restrictions, media requirements and ethics guidance.
- Electronic systems data mapping.
- Workflow functionality to support internal management processes.



☎ 1.800.516.7460

🌐 Montana-Associates.com

🌐 AccessCorp.com

Montaña & Associates

For more than 20 years, Montaña & Associates has provided information governance and compliance solutions to companies in a wide variety of industries. We believe it's time to take up the continual challenge of data compliance and put more power in the hands of the users.

About Access

Access is the largest privately-held records and information services provider in the world, with more than 110 operations across the United States, Canada, Central and South America. Access enables clients to better manage their information, control their risks and transform their businesses. Access' solutions include records storage and information management, document scanning and digital transformation, cloud-based document management software including CartaHR, and secure destruction services.