

ACS Record Center



A **xerox**  Company



Want Security? Go Underground.

On the night of April 4, 2008, a tornado ripped through the metro area of Jackson, Mississippi, severely damaging a local records storage center. Just down the road, inside ACS's underground Record Center, all was quiet, safe and secure – with no damage or interruption in service.

In fact, once the storm passed, our personnel were back on the road, delivering backup media to their clients right on schedule. Clients were amazed that they had access to their records immediately after a storm of that magnitude.

For us, it was business as usual.

Our Nationally Recognized Archival Facility

Founded in 1962, our Record Center is a nationally recognized archival facility dedicated to storage, protection and retrieval of vital documents. Many of the nation's top-ranked banks, businesses, government agencies and healthcare providers entrust their documents to us. They enjoy benefits that include:

- Secure, climate-controlled underground storage facility
- On-site, on-demand retrieval and scanning capabilities
- System backup and media rotation
- Collaborative, client-specific solutions
- Industry-leading technologies and applications.

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Our Storage and Protection Services

Our state-of-the-art facility covers 600 acres. Its 60 underground storage vaults are designed to provide the ultimate in secure storage and protection of vital records. And the facility electronically controls and continually monitors paper, microfilm, magnetic and optical media.

Our Retrieval Services

We offer both traditional and electronic retrieval services (digital imaging technology). Complete system backups to tape or magnetic media are also available for daily rotation back to you. Our retrieval services include:

- Web-enabled applications
- Point-to-point connectivity
- Custom-designed systems
- Disaster recovery
- Dial-up connectivity
- Real-time status of requests
- Virtual private networks
- Full or partial outsourcing
- Capacity planning.

Our Storage Services

Each storage vault is a self-contained unit, so media can be categorized according to unique environmental requirements. Our vaults meet all requirements of NFPA Class I, as well as the equivalent protection of an NFPA Class A Fire Rating, four-hour minimum rated facility. Among their features:

- Underground vaults of poured concrete with reinforced steel
- Engineered to withstand any natural or man-made disaster
- Self-contained and air conditioned
- Computerized indexing system
- Receipt and inspection regulations

Our Preservation Services

- Protection of paper, microfilm, magnetic and optical media
- Specially designed, acid-free containers
- Thermo-humidigraphs to monitor temperature and humidity
- Electronically controlled conditions in accordance with ANSI specifications

Our Security Services

- 24-hour guard service
- Closed-circuit video and electronic surveillance
- Electronic alarm and fire detection systems

Our Accessibility

- Accurate, fast retrieval
- Electronic submission and delivery of requests
- Computerized indexing
- Customer-authorized access

Our Business Continuity Services

Our Record Center is committed to meeting the requirements of industry codes, standards and regulations. We offer business continuity services through a unique contingency planning program. This program integrates on-site professional assistance with proven disaster recovery procedures. Ours is a complete solution, with emphasis on every area of your business.

About ACS

ACS is part of Xerox's \$22 billion global enterprise with 140,000 employees serving our clients in 160 countries.

You can learn more about us at www.acs-inc.com.



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