



**The Northern Colorado Chapter
of ARMA Proudly Presents:
Applying The
GARP[®] Maturity Model
To Your Organization
With:
Nick De Laurentis
President
ARMA International**

When: September 21, 2010
3:30 – 5 p.m.
Where: Platte River Power Authority
2000 East Horsetooth Road
Fort Collins CO
RSVP: Michelle Becker at MBecker@fcgov.com
By September 18th
Cost: FREE!



About our Speaker:

Nick works in the Systems Technology – Enterprise Content Management area of State Farm Insurance at their Corporate Headquarters in Bloomington, IL. There he serves in a technical analyst and team lead role on the Information Retention Infrastructure and Services team – providing analytical, consulting, and research expertise on enterprise records and information management (RIM) initiatives. An active leader in the RIM profession and current President of ARMA International's Board of Directors, Nick also currently serves on both the Association Infrastructure and the Member & Practice Support Committee, the Program Planning Task Force, and chairs the Executive Director Compensation Task Force. He is a frequent speaker at ARMA International meetings, seminars and conferences at the local, regional and association level. He is a Certified Records Manager (CRM) and holds a Senior Claim Law Associate (SCLA) designation and is pursuing his Chartered Financial Consultant (ChFC) designation.

About the Program:

Does your organization see records and information as an asset? What does it mean to have an organization compliant with recordkeeping requirements? Is your organization's information protected to ensure business continuity in the event of security violations, physical damage, confidentiality 'leaks' of sensitive information, and other actions and uncontrolled events?

Records and recordkeeping are inextricably linked with any organized activity. As a key resource in every operation of today's business environment, records must be created, organized, secured, maintained, and used in a way that effectively supports the activity of that organization. These needs can be fulfilled only if recordkeeping is at the root of all activity. To achieve this transparency, ARMA International developed the Generally Accepted Recordkeeping Principles (GARP) for organizations to adhere to records and information management standards and principles. Without adherence to these standards and principles, organizations will have poorly run operations, legal compliance failures, and – potentially – a mask for improper or illegal activities.

This session will focus on:

1. Describing the purpose of the Generally Accepted Recordkeeping Principles
2. Explaining the intent of the GARP maturity model and various levels
3. Identifying the process to measure the maturity level of an organization
4. Providing insight into the possible future of GARP