

IS ENTERPRISE CONTENT MANAGEMENT PART OF YOUR SECURITY POLICY?

HERE'S WHY IT SHOULD BE.

Compliance and control may be an issue for your organization. Document security and disaster recovery are often overlooked too. Many organizations improve their security posture with enterprise content management (ECM).

The 5 Pillars of Security is a comprehensive approach to smart security that includes enterprise content management.

5 Reasons to Include an Enterprise Content Management System in Your Security Plans

- 1. Access Control:** Control who has access to specific documents to ensure that only authorized personnel can view or edit sensitive information, helping reduce the risk of unauthorized access and/or data breaches.
- 2. Audit Trails:** Detailed records of all document activities, such as who accessed a document and what changes were made, help you to track document usage and identify any suspicious activities.
- 3. Disaster Recovery:** Provides robust backup and recovery options in case of natural disasters, hardware failures, or accidental data loss. This helps ensure that your documents are safe and can be quickly restored.
- 4. Centralized Storage:** A single, secure repository for all your documents means your documents are easier to manage and protect.
- 5. Compliance and Legal Protection:** An ECM system helps ensure that your document management practices comply with legal and regulatory requirements. It can automate compliance-related tasks and generate reports, helping reduce the risk of non-compliance penalties and protecting your organization from legal issues.
- 6. Retention Management:** Protect regulated documents from deletion, and just as importantly, remove the ones you no longer need.

68% of breaches involved a human element, such as human error, having credentials stolen or an individual falling for a social engineering attack.



Verizon DBIR 2024: <https://www.verizon.com/business/resources/reports/dbir/2024/summary-of-findings/>

Enterprise Content Management should be part of your security policy to get these important benefits.



- DEVICE SECURITY
- DOCUMENT SECURITY
- PRINT SECURITY
- **CYBERSECURITY**
- INFORMATION SECURITY

Canon U.S.A.'s Five Pillars of Security presents a portfolio of cybersecurity products and services in a comprehensive way that groups solutions in functional areas. Cybersecurity is a key component of our Five Pillar approach.

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