



MSPSL

Case Study

Project
Management
Consultancy
Technology
Security

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Client: Aviva Investors (formerly
Morley Fund Management)

Role: Document Management Strategy -
Change Management

The client's objectives were to rationalise existing network disk storage, create a new **secure** network filing and directory structure and establish an improved backup and archiving process to remove data no longer in use.

MSPSL undertook the strategic review of the current position, prepared a strategic plan and budget to achieve the defined objectives and programme managed its successful implementation.

A new network filing structure was implemented, creating designated Directory Owners and Authorisers responsible for controlling access to data. Furthermore, the new structure enabled the classification of folders in line with the Aviva Group Information Security Classification framework.

In excess of 5m files were successfully migrated into the new structure with minimal user disruption.

Additionally, the implementation of revised backup processes and a new archiving system resulted in significant cost reduction in both on-line and off-site storage as a consequence of reducing the volume of data held (and the number of copies retained).