

## RecordMax Becomes One of the First Companies Worldwide to Become Privacy + Certified



**November 1<sup>st</sup>, 2012 –New Orleans, Louisiana; Mobile, Alabama; Chattanooga, Tennessee**

**RecordMax** USA, LLC, the parent entity for RecordMax New Orleans, RecordMax Mobile and RecordMax Chattanooga, has achieved Privacy+ Certification from Global Industry Association PRISM International. Focused on maintaining a leadership position within the information storage and services marketplace, RecordMax was awarded certificate number 000014, as other companies around the world followed suit...with the number of certified companies now over fifty.

Privacy+ standards are to be met in connection with the safeguarding of client information contained in paper and electronic records. The objectives are to ensure the privacy of information in a manner consistent with industry standards as well as protect against unauthorized access or use that may result in harm to any consumer; while staying updated and in compliance with evolving laws and regulations that may impact them.

**Program Requirements** - To become certified, a company must meet the following criteria:

- Create a written information privacy policy.
- Designate a privacy officer.
- Implement administrative, physical and technical safeguards that reasonably protect the confidentiality, integrity and availability of client information.
- As required by law, report to its clients any unauthorized use, disclosure or breach of client information of which it becomes aware.
- Ensure that if agents, including subcontractors, are provided access to client information, they are contractually bound to appropriately protect the information.
- Ensure information is protected against unauthorized access
- Agree and commit to comprehensive operating standards designed around "best privacy practices"

### **Legislation and Regulation Informing Requirements**

The laws, regulations and standards listed below act as privacy guidelines:

- Health Insurance Portability and Accountability Act (HIPAA)
- Payment Card Industry Data Security Standard (PCI DSS)
- The Personal Information Protection and Electronic Documents Act (PIPEDA)
- Gramm-Leach-Bliley Act (GLBA)
- Sarbanes-Oxley Act (SOX)
- Federal Trade Commission (FTC) "Red Flags Rules"
- American Institute of Certified Public Accountants (AICPA) Statement on Standards for Attestation Engagements (SSAE) No. 16, Reporting on Controls at a Service Organization
- Family Educational Rights and Privacy Act (FERPA)
- Fair and Accurate Credit Transaction Act (FACTA)
- State information security laws including 201 CMR 17.00
- European Data Protection Directive

### **About The RecordMax Companies**

*RecordMax is a proven leader in providing secure information storage, retrieval, imaging, shredding & data protection services to law firms, hospitals, businesses, government entities or other professional organizations. The resources & experience of our management team combined with hiring the best possible staff assures confidence, consistency & quality across a growing customer community in the Southeast United States.*

*RecordMax stands ready to be a trusted part of your information mgmt team and deliver on our promises. You'll be glad you chose the facilities, people, business ethics, high standards and proven track record available at RecordMax!*

**Professional Information Storage, Data Protection, Document Imaging & Shredding**