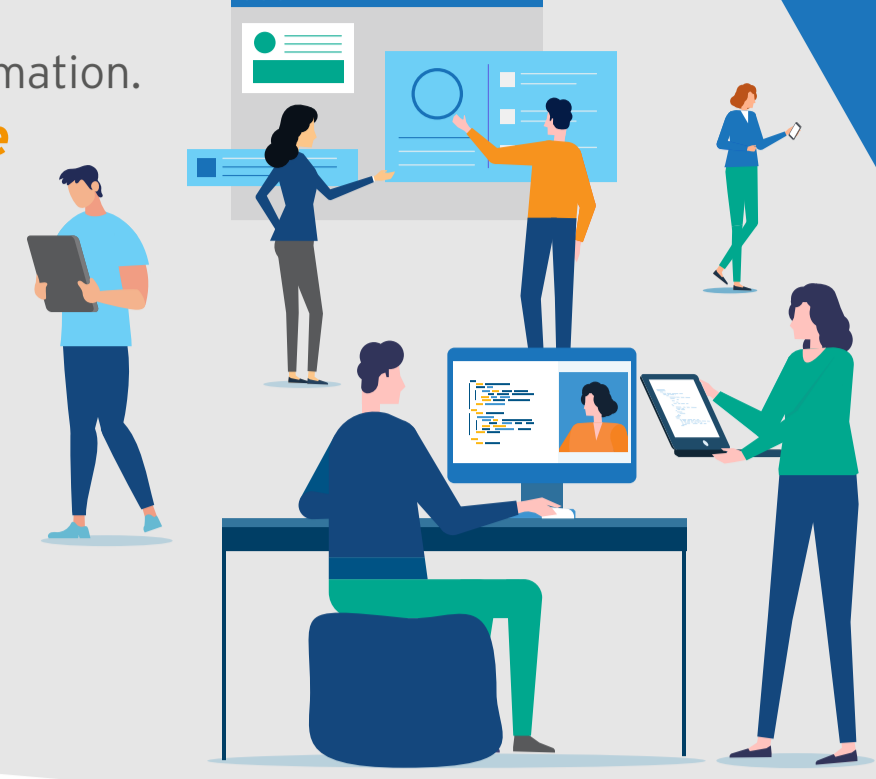


WORKPLACE TRANSFORMATION: AN EVOLUTION OF THE OFFICE ENVIRONMENT

Organizations are embracing Workplace Transformation.

A recent IDG survey found that 90% are planning or in progress with one or more projects within the next 6-12 months.

The message is clear: Workplace Transformation is happening now and organizations that want to innovate and stay competitive need to consider plans for change.

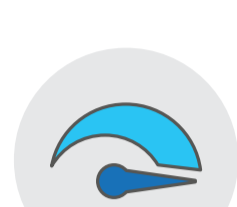


WHY ARE ORGANIZATIONS TRANSFORMING THE WORKPLACE?

ORGANIZATIONS AIM FOR SEVERAL KEY IMPROVEMENTS:



INCREASE EMPLOYEE ENGAGEMENT AND PRODUCTIVITY



DELIVER HIGH-PERFORMANCE WORKSPACES WHILE CONTROLLING EXPENSES



CREATE A COLLABORATIVE WORK ENVIRONMENT

THE FUTURE WORKPLACE

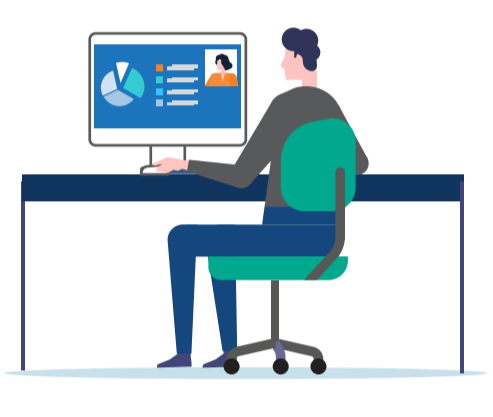
WHAT FEATURES WILL THE FUTURE WORKSPACE INCLUDE?



VARIETY OF MEETING SPACES



CUTTING EDGE TECHNOLOGY; INTERACTIVE TEAM TOOLS, VIDEOCONFERENCING, MOBILE-TECH DEDICATED AREAS FOR COLLABORATION



MINIMIZING PAPER IS PARAMOUNT

CLEARING PAPER OUT OF THE OFFICE IS A TOP PRIORITY FOR TRANSFORMATION. WHAT ARE ORGANIZATIONS DOING TO BECOME PAPERLESS OR PAPER-LITE?



52%
IMAGING PHYSICAL FILES



51%
SECURELY RELOCATING PHYSICAL FILES



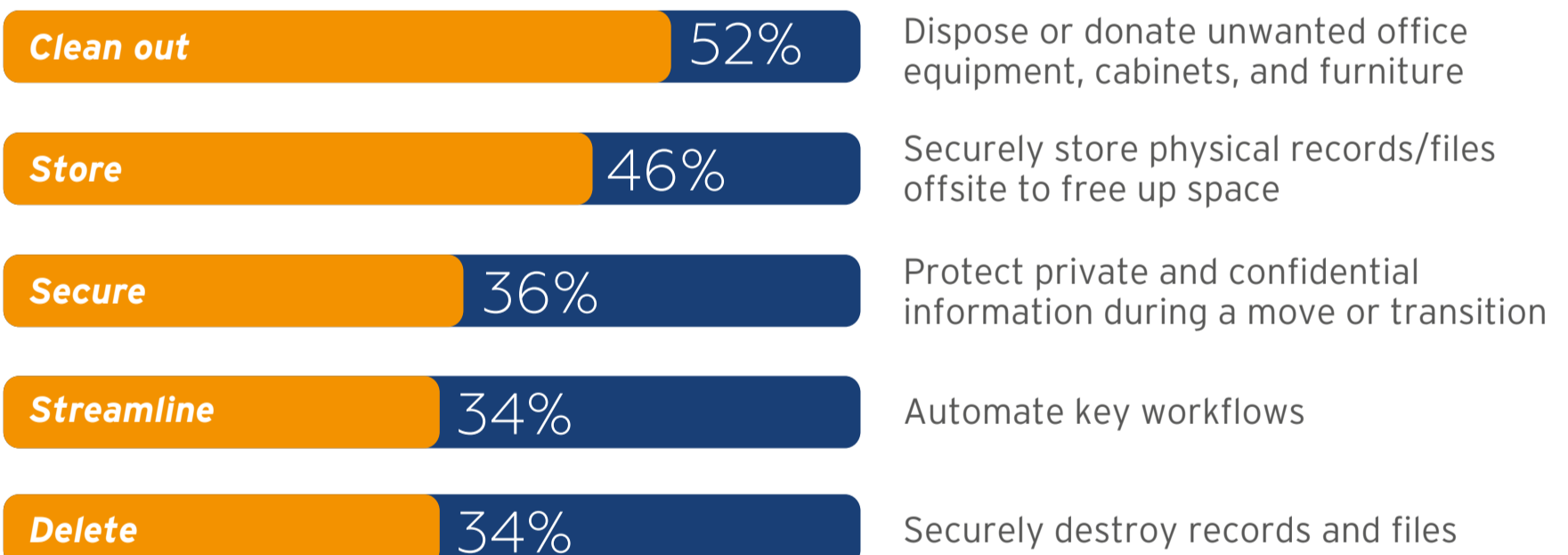
39%
SECURELY DESTROYING PHYSICAL FILES



38%
AUTOMATING PROCESSES

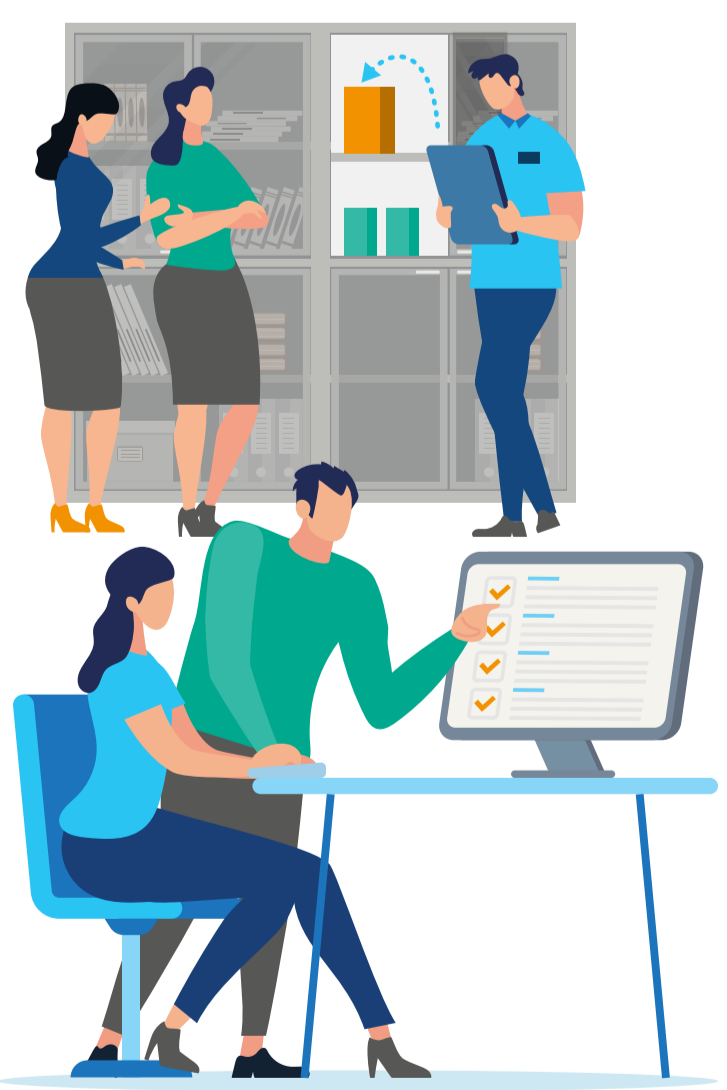
THE TASKS TO TAKE YOU FORWARD

WHAT ARE ORGANIZATIONS DOING (OR PLANNING TO DO) TO ACHIEVE TRANSFORMATION? TOP PRIORITIES LISTED ARE:



GET A CLEAN START WITH IRON MOUNTAIN

Iron Mountain understands the daunting task of cleaning out a workplace to prepare for transformation. The Iron Mountain Clean Start™ program offers:



- A COMPLETE ONSITE EVALUATION OF YOUR CURRENT WORKPLACE**
- SERVICES TO TRANSFER PAPER RECORDS TO AN OFFSITE ARCHIVE**
- RECOMMENDATIONS FOR NEW WORKFLOW PROCESSES**
- SECURE DESTRUCTION OF REDUNDANT PAPER AND OBSOLETE IT EQUIPMENT**
- CLEARING OUT OF UNPRODUCTIVE SPACE, REMOVE OFFICE EQUIPMENT AND FURNITURE, SUPPLIES AND FILE CABINETS**

Ready to move forward with your Workplace Transformation? Learn more about how Iron Mountain can help you at

[IRONMOUNTAIN.COM/CLEANSTART](https://www.ironmountain.com/cleanstart)