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Automated Redaction

Whether for reasons of compliance, confidentiality, data protection, governance, security, subject access requests or similar, some records and documents require the suppression of non-disclosable, private or sensitive information prior to any sharing with a third-party.

Redaction is the deletion of specific text within a document or record. Its sole purpose is to allow the selective disclosure of information so that it is suitable for publication without revealing any confidential, sensitive or private data contained in the original source.

But when there is a batch of documents or many batches, and when some documents may be hundreds perhaps thousands of pages, then manual redaction (on paper or on screen) becomes a costly nightmare.

Automation minimises human intervention, enables volume document redaction and delivers significant resource & cost savings.

Automating your redaction means that all the necessary redactions in your documents are automatically identified and applied by specialist software which is far faster and far more accurate than any manual process on paper or on screen (and a lot less expensive).

ARM: delivering the difference

Folding Space **Automated Redaction Manager** (ARM) is the most advanced, productive & affordable software solution that is proven in practice. With ARM you can automatically find, view and delete sensitive content within documents whatever their volume or format.

ARM enables legal, security and privacy compliance by safely automating the redaction, review and publication process with secure auditing and storage of redacted and unredacted documents.

ARM provides the automated means to process unstructured data relevant for redaction which may be hidden in paperwork, digital documents, files and records, metadata & free text – irrespective of location, format or storage - and automatically redact single or multiple terms simultaneously.

From dealing with individual documents (irrespective of how many pages) to addressing multiple batches or millions of files, ARM automates the whole process of tedious and costly redaction.

ARM: Automated Redaction Manager

Safe, secure & proven document redaction with automated processing

Folding Space ARM is a web-based service that can be securely accessed by authorised users from any location. ARM software is securely installed within a customer's network ('onsite') or provided as a managed online service ('cloud'). So, in today's mixed office/home, onsite/remote working experience, ARM provides all the facilities for secure, auditable productivity and collaboration for all redaction purposes.

ARM is fully compliant & supportive of all best practice redaction guidance from the National Archives, Information Commissioner's Office (ICO), International Organisation for Standardisation (ISO), the NHS and similar redaction governance guidelines.

- ✓ Receive & process all types of files, documents, emails and records
- ✓ Conversion of all file types including emails for redaction viewing/operations
- ✓ Unique library of sensitive data dictionaries, regex, pattern & cluster rules
- ✓ State-of-the-art Content Discovery & Analytics (AI, NLP)
- ✓ Comprehensive text redaction - word, phrase, paragraph, text block, full page, etc
- ✓ Automated redaction with highlighting of redacted text for review
- ✓ Ensures that the 'declared' redacted output complies with all guidelines & best practice
- ✓ Secure redaction process monitoring with full audit trail for QA
- ✓ Extensive analyses, reporting and results with full auditing
- ✓ Role based security and user access management as standard
- ✓ Powerful systems & security administration functionality
- ✓ Swift, easy installation with full support and system integrity
- ✓ Web browser-based user experience is easy, helpful and responsive
- ✓ Minimal training, easy deployment & roll-out
- ✓ Modular deployment & installation to individually suit each customer
- ✓ Personalisation of automation & redaction policy to suit each customer

ARM has been designed to support all forms of data and document redaction howsoever the customer prefers and to ensure that their individual redaction requirements and operational procedures can be fully satisfied. So automated redaction can be supplemented by user redaction should the need or occasion arise.

Equally, the significant difference with ARM is the level and extent of the **automation of redaction processing** that can be achieved prior to, during and after any human intervention. This unique *automated redaction* approach significantly enhances accuracy and productivity whilst optimising resources and costs.

ARM: Automated Redaction Manager

Secure disclosure of Documents and Data made productive