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Digital Preservation and Long-Term Archiving of Born-Digital Data

Digital interaction between businesses and their customers continues to produce exponential volumes of important digital data. To address this growing data issue as well as the complex variety of data sources, record types, storage media and file formats, many organizations are turning to digital preservation as their primary solution for long-term data retention and regulatory compliance. In addition, multiple technical and financial challenges threaten sustainable access to such strategic digital assets. Careful planning, transparent collaboration and robust software are mandatory in order to capture and future-proof the evidence of business operations.

Many organizations - private companies, public administrations and government institutions - already trust Arvitam to archive and preserve their valuable digital assets. The underlying architecture of Arvitam is designed to protect and preserve very large volumes of born-digital data over very long periods of time, while ensuring data remains continuously accessible and usable.

CAPTURE

Arvitam can handle mass ingestion - capture and validation - of any data type, size, or format. Bulk archiving is fully automated. Business users define which documents to preserve and assign metadata to make data easily searchable and accessible to end-users.

Data from business and collaborative applications is transferred transparently via a wide range of connectors, such as systems of record, ECM, ERP or database management systems; these include IBM CMOD/FileNet,Nuxeo, OpenText LiveLink/Documentum, SAP, Sharepoint and email.

To learn more about Arvitam, visit https://arvitam.com.

ACCESS AND SEARCHABILITY

Arvitam provides robust search capabilities with full-text, business and technical metadata. Users consult data according to their specific access rights, guaranteeing strict confidentiality of records. Search results are displayed in either table format, tree view or classification scheme.

FIXITY

Arvitam ensures readability of digital information, keeping it safe and unaltered for years, decades and beyond. Records migration is monitored and automated by Arvitam, and can involve any archiving component, including storage media, file formats, orthe entire technical preservation infrastructure.

STORAGE

An archive's retention period will often outlive the lifespan of the device on which the archive is stored. For this reason, Arvitam is designed as a vendor-neutral and sustainable platform, enabling organizations to steer clear of the dangers associated with hardware and software vendor lock-in strategies. Arvitam uses a logical storage policy to help maintain a logical abstraction layer in relation to the physical storage media. Multiple copies of data are safeguarded on a single site or across several geographic locations.

A UNIFIED PLATFORM

Arvitam can consolidate all data archiving and records management operations into one unified platform, from storage management to compliance checks, indexing, lifecycle management, retention periods, and security policy management. With Arvitam you can rely on your SSO (SAML 2.0) and company-wide account policy to centralize access and authorizations.

OBSOLESCENCE

Technological obsolescence can occur in multiple components of the digital archiving lifecycle, for example a storage medium that has reached the limit of its shelf life, outdated logical and physical file formats, or unsupported software such as ageing document management systems or business applications.

To mitigate the effects of obsolescence, Arvitam lets you switch between different technologies, vendors or cryptographic algorithms, while maintaining continuity of the archiving process and ensuring continued availability of data for users. Such operations are scheduled in advance, fully automated, and systematically checked for consistency and integrity. Most technology components are interchangeable and easily replaced.

Arvitam Digital Preservation Processes

SCALABILITY

Arvitam is a modular platform designed to deliver high performance and availability as your business needs evolve. Arvitam can run in cluster mode with multi-site architecture and offers unlimited archive storage capacity to extend from a few million to many billion archives per year.

FILE FORMAT MIGRATION

To eliminate the risk of obsolete file formats and discovering your archive is no longer readable, Arvitam enables you to limit the range of approved formats and verify archive structures. Formats eligible for characterization (with PRONOM and DROID,) include AAC, AIFF, FLAC, HDF, HTML, GIF, JPEG, MPEG, MKV, ODT, OGG, PDF, PNG, SIARD, SVG, TAR, TIFF, TXT, XML, WAV. File format validation is also possible with Apache Tika and JHOVE.

Right from the point of ingest, Arvitam automatically maintains a catalog of identified file formats and tracks their usage through associated metadata. This enables you to proactively migrate and convert files from a potential at-risk format to a more secure, long-term format. Migration is possible for multiple file formats including AFP-to-PDF with metadata extraction.
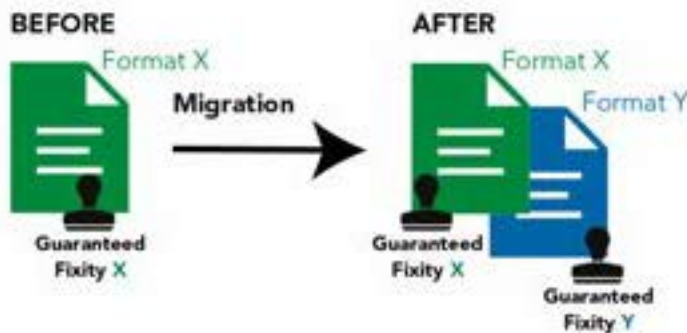
Arvitam preserves successive document formats

EXPLOITABILITY

Arvitam automates frequent and complex storage operations throughout the digital archiving lifecycle, while ensuring continued data access to authorized users. Automation processes include records management and monitoring, file capture and control, media readability verification, backup, recovery, migration to other media, electronic signature and cryptographic algorithm updates.


SECURITY

Arvitam enables total control of archive confidentiality by isolating information between departments or users, and by employing technologies such as data encryption, timestamping and electronic signatures. Arvitam provides the necessary toolset to implement a state-of-the-art governance policy and has received numerous certifications from independent and government agencies at our client sites. Arvitam customers adhere to regulations such as: ISO 27001, NF Z 42-013, ISO14641-1, Confidential Defense (military-grade privacy), II901 (highly-classified documents), SIAF (French government agency archiving department) as well as to regulations on digital trust for third-party digitization or archiving service providers (PSDC in Luxembourg).

SERVICE LEVELS

Arvitam defines service levels according to custom requirements, such as an archive's level of importance, frequency of access, degree of risk, expected performance levels or cost factors. Arvitam adapts service levels according to retention periods, legal or regulatory requirements, service access or downtime, response times, confidentiality levels, traceability range, and so on.

INTEROPERABILITY

Arvitam complies with leading technical standards in terms of interoperability, protocols, and program interfaces. An open and vendor-neutral architecture allows for technical components to be easily changed or replaced. The six functions described in the Open Archival Information System (OAIS) reference model are a key component of how Arvitam operates. Arvitam REST API enables seamless integration with any enterprise information system. Arvitam uses the SSL protocol to ensure a high level of security for data intransit. Data at rest can be encrypted using PKCS 11 and PKCS 12.
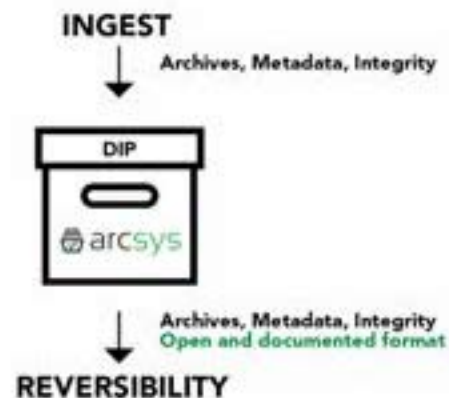
DOCUMENT OUTPUT MANAGEMENT

It used to be common for records to be archived once, and rarely or never accessed again. Yet digital transformation has accelerated how organizations communicate with customers in producing digital correspondence. A modern archiving system must be able to provide high levels of automation for document workflows and delivery - account statements, invoices, contracts, pay slips, tax documents, user satisfaction reports, and so on - to customers and authorized third parties. Arvitam enables high-speed data ingestion and electronic document delivery over a short timeframe so that millions of end-users can have instant, on-demand digital access to such documents.

SaaS ARCHIVING FOR THIRD-PARTY PROVIDERS

Arvitam offers an ideal platform from which system integrators and qualified trust service providers can deliver SaaS-managed digital preservation services to their own customers. With a multi-tenant architecture, multiple clients can share resources within a secure environment, offering increased efficiencies and reduced costs.

✓ Our French customer CINES has been using Arvitam on its PAC archival platform for more than ten years, providing trustworthy, sustainable and shared digital preservation services for French academic and scientific research communities.

✓ Within the framework of the Belgian government initiative GCloud, our customer SMALS uses Arvitam to provide a SaaS archiving service for Belgium's social security and public health agencies.

✓ Hosted on an in-house SaaS infrastructure, our customer Data One uses Arvitam to help manage the creation and delivery of business-critical and high-volume customer workflows for some of France's largest companies including Engie, BNP Paribas and Orange.

CUSTOMER-CENTRIC AND UNIQUE PRICING MODEL

As data volumes fluctuate year on year, it's no easy feat to quantify your digital preservation and archival requirements ahead of time. So as not to fall short, organizations will often overestimate how much data they can trim from their business applications and databases. Arvitam offers a customer-centric invoicing approach based on our client's actual final consumption. Calculated on a per annum basis, Arvitam customers are billed according to volume of data ingestion on the platform. No matter how many times you duplicate your archives, if the ingestion volume remains unchanged, so does the cost to archive it. For example, let's say you start with an annual archiving subscription of 1TB, running from January 1st - December 31st. On January 1st the following year, the counter is reset to zero. On the other hand, if you archive over 1TB by December 31st, you will be requested to adjust your license for the following year. With this unique and flexible pricing offer, Arvitam enables you to transition year on year as your business and archiving needs grow and evolve.

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Arvitam is a leading Digital Preservation software platform that enables organizations to protect their most valuable information for years, decades and beyond. Both public institutions and private enterprises in diverse sectors trust Arvitam to automate all their long-term archiving requirements on a single platform while addressing global compliance requirements with ease.

Arvitam is a brand of Infotel Group, a European multinational technology company that has been developing enterprise software solutions and providing IT services for the Fortune 500 for more than 40 years. Infotel is headquartered in Paris and has offices across Europe and the United States.

To learn more about Arvitam, visit https://arvitam.com.