



A BEST PRACTICES APPROACH TO
APPLICATION CONSOLIDATION AND RETIREMENT

- ▶ Migration and Consolidation
- ▶ Archiving
- ▶ Decommissioning

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Improving the Way Work Gets Done™

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Paragon Solutions' Best Practices Approach

Consolidating and decommissioning legacy applications, because of cost pressures, regulatory demands or a changing business environment, are necessary steps in the information management lifecycle. Paragon has proven approaches to developing a strategy for managing legacy content and data residing in applications that may be obsolete, redundant or non-compliant. Our team will assess the location of the data and content, the rules or processes that are supported, and the impacted applications. Paragon will then apply its best practices to design a retention plan to address the client's specific objectives and if required, deliver recommendations for products and tools that support the environment.

Business Benefits of Application Consolidation and Retirement

With the proper planning and implementation, organizations can expect to achieve the following benefits from an application consolidation and retirement initiative:

- ▶ Greater business efficiency from more reliable information
- ▶ Improved access to data and content
- ▶ Cost savings from the removal of redundant content
- ▶ Quicker time to market
- ▶ Improved identification of anomalies to achieve regulatory compliance, fraud prevention and loss control
- ▶ Reduction in per-seat licensing charges from multiple systems
- ▶ Reduction in maintenance and support costs

Paragon Delivers on the Business Drivers for Application Consolidation and Retirement

FDIC Compliance

Business Challenge: With a flurry of recent bank mergers, banks are seeking to decommission legacy applications and archive structured and unstructured information to comply with FDIC mandates. The FDIC has explicit requirements for banks regarding retaining information obtained during events such as the acquisition of failed banking entities. Typically, the volume, format and location of the information assets are unknown, creating risk of noncompliance.

Solution: Paragon has helped firms with a targeted approach to FDIC compliance. Many acquired data sources can be searched, indexed and recorded, providing valuable insight into legacy repositories and enabling organizations to begin the process of data cleanup and the necessary systematic archiving to preserve and retain vital business records.

Site Consolidation

Business Challenge: According to industry data, nearly 70 percent of an IT budget can be consumed by operating costs. To create business efficiencies, seek economies of scale and improve service levels, many firms are consolidating their IT environments. The net result is not just better TCO, but real business benefits with streamlined functional processes supported by consolidated data and content.

Solution: Moving beyond the evident benefits of hardware consolidation, Paragon evaluates the people and process components of your IT environment to identify applications, content and data that may be redundant, obsolete or putting your firm at risk of regulatory noncompliance. Our team will create a strategy for migrating, archiving and decommissioning these applications for maximum business value.

Mergers and Acquisitions

Business Challenge: For firms that have undergone a merger or acquisition, application rationalization and consolidation rapidly move to the top of the operational punch list. Whether the strategy is to create a shared services platform or establish business efficiencies by identifying high priority areas for consolidation, clients achieve real benefits in terms of cost reduction, compliance and a holistic view of their information technology environment.

Solution: Paragon has worked with firms to manage the full scope of consolidating applications as a result of a merger or acquisition. From helping to determine which applications should be consolidated or retired first, to designing an architecture that is scalable for the modified enterprise, our phased approach for planning and implementation will mean minimal disruption to the business operation.

Records Retention

Business Challenge: Firms typically maintain thousands of corporate systems which can hinder the ability to effectively manage growing numbers of electronic records for compliance, e-discovery and preservation of corporate memory. Organizations are seeking to establish an approach for storing and preserving records for long-term retention and decommissioning systems that are no longer needed.

Solution: Paragon provides governance solutions that will help strengthen and enforce records retention policies and regulations to better manage corporate systems. Our archive strategies deliver a process-driven and enterprise-wide service to reduce risk, decrease cost, and maintain regulatory compliance for electronic records.

Creating a Customized Strategy for Application Consolidation and Retirement

Paragon's Consolidation and Retirement Approach

Paragon has tested approaches and tools for consolidation, migration and archiving to deliver optimized environments while eliminating redundant, costly capabilities.



Paragon Solutions' Proven Experience

Consolidating and retiring business applications requires expertise and established best practices in a variety of specific competencies that drive successful engagements:

- ▶ **Information Governance** – Paragon helps clients design proactive, consistent and predictable processes for each organization's information governance challenges to ensure policy compliance, reduced operational costs and streamlined processes. Our best practices in information governance are based on understanding your organization's maturity stage to chart a program for people, processes, technology/tools and services, and risk and compliance.
- ▶ **Decommissioning** – Paragon assists clients with the strategic planning, program management and implementation of systems decommissioning resulting from repository consolidation, moving documents to a new application or replacing legacy systems. Our recommendations will identify the benefits, risks and return on investment associated with the proposed strategy, and will ensure that the preservation, retention and disposition of information

will be handled with the appropriate governance principles to provide transparency, accountability and compliance with minimal disruption to the business.

- ▶ **Migration and Conversion Services** – Paragon's decades of experience performing migrations and conversions has yielded our proven approach to migrating content to the target environment. We can provide rapid migration assessments to help you understand your options in greater detail. Paragon will implement the transition plan to meet your goals and if needed, will provide customized tools to automate and monitor the process.
- ▶ **Archiving** – Regulatory demands in nearly every industry require a strategic, proactive approach to archiving information such as electronic documents and images, email and other supporting content. Paragon helps organizations design and implement archiving strategies to minimize risk, control costs and streamline processes. Clients benefit from faster information retrieval, better compliance with internal and external regulations, and reduced cost from more efficient storage policies.

About Paragon

Paragon Solutions is a business and technology consulting firm that specializes in enterprise information management to help clients leverage information assets for better business results. The company does this through its industry practices, solution accelerators and specialized technology competencies that help clients achieve operational efficiency, business scalability and regulatory compliance.

Paragon works with businesses that are focused in a few key industries – communications, financial services, healthcare, insurance and life sciences. The industry-focused strategy consulting and systems integration teams work with Paragon's competency groups addressing today's technology concerns in Process Optimization, Information Management and Information Integration.

For more information, please visit the Paragon Web site at www.consultparagon.com or call, 1.800.462.5582.

