Meeting the requirements of a Modern Government

Public Sector organisations at all levels face a difficult challenge of managing both electronic and paper records for the benefit of their employees and the public. Drivers such as the Modernising Government White Paper and Freedom of Information and Data Protection legislation in the UK and the Government Paper Elimination Act in the US have required institutions to find a solution to efficiently and effectively manage all government records.

More than just Records Management
Hyperwave’s eRecords Suite delivers sophisticated records management functionality that meets the legislated standards requirements of both US and UK Governments while providing powerful document and content management, collaboration, and business process support from within the same platform.

Integrated with Hyperwave’s Collaborative Information Management Infrastructure, the eRecords Suite empowers organisations with critical records management elements – supporting the entire lifecycle of internal and external records. Public sector organisations benefit from an innovative solution that combines content and process with connectivity to invisibly enforce policy at the technology layer, eliminating user-related error, time and cost factors, and ensuring best practice records management.

Furthermore, extensible metadata and sophisticated access control features make the Hyperwave solution ready for the latest Electronic Social Care Record (ESCR) requirements.

Enterprise-strength Electronic Document and Records Management can be optionally extended with web content management, team collaboration, workflow and e-learning modules, which all build on the same IS/7 platform, an object-oriented data management server for web-based solutions. Hyperwave can provide a one-stop solution for governmental information management.

UNRIVALLED SCALABILITY, EXTENSIBILITY AND FLEXIBILITY
The eRecords Suite is a highly scalable application that can meet the changing needs of your organisation. It can scale to any number of users, any volume of records, any number of locations, and any type of files through single or multiple servers and databases. From a simple browser interface users can have access to the declaration of records, disposal and retention, schedules and legal hold markers, enabling authentication and audit, security, extensive search and retrieval functionality and the storage of contextual metadata.
UK National Archives 2002 ERM Standard

In November 2002 The National Archives published a set of revised requirements for Electronic Records Management systems. In a series of extensive tests the Hyperwave eRecords Suite proved its ability to support this updated and much more comprising specification, achieving conformance not only against the mandatory Records Management requirements, but also the optional Document Management module.

US DoD 5015.2 Standard

Hyperwave has been rigorously tested and officially certified for both the Department of Defense (DoD) 5015.2 Chapter 2 (Mandatory Requirements) and Chapter 4 (Management of Classified Records) Standard, the widely adopted standard for records management software in the United States. The DoD standard specifies hundreds of features and functionalities that must be supported by Records Management Software Applications.

Functions

System Architecture
- Scalable modular system architecture
- 100% web based and customisable
- Single Sign-On for Windows XP and Windows 7
- Easy system integration through high standard support, e.g. Servlets, COM, XML, WAP, WebDAV
- Fully integrated modules for enterprise workflow and document imaging

Classification Scheme Management
- Dynamic hierarchical fileplan
- Hybrid and physical folder management
- Box and location management

Search and Retrieval
- Full-text (content) and attribute search
- Ability to store searches, powerful query wizard
- Agents for automatic notification

Declaraton and Sustainability
- Automatic assignment of context attributes
- Ability to capture user-defined metadata
- Reference type management

Retention and Disposal
- Multi-phase disposal schedules
- Review and re-allocation of schedules
- Support for external trigger events

Access Rights Management
- Extensible user roles scheme
- Control of access by business or organisational grouping
- Integration with standard databases e.g. LDAP, Active Directory, NT Domains
- Secure Socket Layer (SSL) V3 encryption

Auditing and Reporting
- Decoupled SQL-based audit server
- ESCR-compliant read access auditing
- Advanced reporting using standard tools

SYSTEM REQUIREMENTS

Browser
- Internet Explorer 9.0
- Mozilla Firefox 13 and higher

Server
- Hyperwave IS/7

Client operating system
- Windows XP SP3
- Windows Vista SP2
- Windows 7
- Mac OS X 10.4 and higher
- Linux/Unix

Database
- Oracle 11gR2s
- MS SQLServer 2008 SP1

Audit Server
- Java Development Kit (JDK) 1.5.x (JRE 5.x)
- Apache Tomcat 5.5.x