

## Infoguard Quality Assurance Services



*Leverage your investment in Imagelink products and equipment service with Infoguard Quality Assurance Services*

**Maintain a quality image with added protection from Eastman Park Micrographics**

Whether you're starting with paper or electronic outputs, Imagelink Microfilm is one of the best storage solutions you can buy. Properly exposed, processed and stored, it provides a 500-year minimum life expectancy. And, after all, the reason you capture document images on film in the first place is for compact, low-cost safekeeping that's unaffected by changes in technology. So make sure you maintain long-term, reliable access to your images by trusting your film to us.

Certified labs are required to comply with all of our comprehensive Quality Assurance programs. Which means the processing steps - and your images - are closely monitored by the experts at Eastman Park Micrographic's Quality Assurance Laboratory. This helps guard against process variations so you can get the full value of your film images. Just like Eastman Park Micrographic's no-cost Microfilm Disaster Recovery Program, it's a good reason to place your trust in Eastman Park Micrographics.

Eastman Park Micrographics  
Infoguard Quality Assurance  
Services include:

- Infoguard Film Writer Quality Control
- Infoguard Processor Quality Control
- Infoguard Duplicate and Physical Quality Monitoring
- Infoguard Methylene Blue Analysis

### **It's fundamental and it's free**

Not only does Eastman Park Micrographics help monitor the quality, there's no extra charge for this extra service - just extra assurance for you. On the back of this sheet, you'll find more details about the program and the tests monitored and performed by the Quality Assurance Laboratory.

Don't take chances with your irreplaceable document images. Insist on Imagelink Microfilm and high-quality processing.

**Quality is not an accident when your lab has the Eastman Park Micrographics Infoguard Quality Assurance program behind it**

Put the power of Eastman Park Micrographic's Quality Assurance Laboratory to work for you. Our processing standards, consistently used by participating labs, will help eliminate problems today and for years to come. That means you can rely on long-term access to all of the information you store on Imagelink Microfilm.

Eastman Park Micrographics (EPM) was formed in April 2011 with the purchase of the micrographics business from Eastman Kodak Company. Our customer service, product manufacturing and distribution facilities are located in the former Kodak Park in Rochester, New York, with administrative headquarters in Dallas, Texas. EPM employees bring extensive experience in all aspects of document imaging, from a variety of industry leading companies, to provide unique expertise in micrographics products and solutions.

EPM is the leading supplier of supplier of microfilm products globally, with on-going expansion of its portfolio of Reference Archive Solutions. Our equipment is maintained worldwide in conjunction with Kodak Service, renowned for its outstanding customer service.

#### Why continue to use microfilm?

- Microfilm is ISO/ANSI-certified for a life expectancy of 500 years.
- Microfilm can restore documents to 100% of original size.
- Microfilm images are locked in sequence on the film roll insuring complete file integrity.
- Digital data is machine readable and subject to loss through technology changes and migration error.



## Expertise on Call: 1-800-943-4561

That's the number that connects you and participating labs to the Quality Assurance Laboratory. You would be hard pressed to find anybody who knows more about microfilm processing than the experts at the Lab. That's because we're used to working with all sorts of microfilm applications. And our experience allows us to determine the cause of almost any problem and recommend a solution quickly.

## Your lab passes the tests

As part of the Eastman Park Micrographics Infoguard Quality Assurance Services, participating labs perform daily testing with monthly audits submitted to the Quality Assurance Lab for evaluation. Participating labs that consistently maintain the stringent quality requirements are recognized as Infoguard certified.

Each month, participating labs are provided a report and helpful feedback from the Quality Assurance Laboratory. Our technicians will flag equipment problems and process deviations for immediate attention. We also build a database of information about your lab's processes. We make this documentation available to participating labs to help them maintain processing and certification records.

## Check, check, and recheck

Microfilm and processing are subjected to a full battery of tests as part of the Infoguard Quality Assurance program. These tests include:

- Infoguard Film Writer Quality Control - monitors Imagelink Archive Writer output by providing a method of tracking production and data for efficient problem resolution assistance
- Infoguard Methylene Blue Analysis - helps assure your microfilm's maximum life expectancy by checking for residual thiosulfate, which could indicate improper solution mixing or inadequate washing of film
- Infoguard Processor Quality Control
  - Processor control strips of film are evaluated to track processing conditions, ensuring clean and consistent images for optimum scan-ability and reader screen viewing.
  - Fixer Analysis - checks effluent to help keep silver contaminants from entering the environment. Documentation provided helps demonstrate compliance with government regulations.
- Infoguard Duplicate and Physical Quality Monitoring
  - Scratch Test - monitors microfilm for surface damage caused by a faulty camera or processor to ensure consistent, high-quality images
  - Print Film Test - assures duplication by scrutinizing duplicate film images for slippage, image quality, exposure, resolution, and physical qualities

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**EPM**  
Eastman Park Micrographics, Inc.