



BOX GOVERNANCE

SIMPLE INFORMATION GOVERNANCE
FOR YOUR CONTENT IN BOX



Governing content in today's ever-changing IT landscape is more challenging than ever. As new technologies are adopted to increase end user productivity, content is becoming increasingly spread out, is dynamic and continually changing, and is under more scrutiny. In fact, with workloads migrating to cloud services, companies agree lack of governance puts their organization at risk.

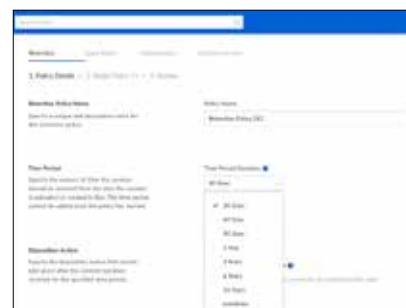
Companies like yours transform their information governance strategy and reduce corporate risk by using Box Governance to help meet their legal, regulatory, compliance, and security requirements for content management in the cloud.

Box Governance adds to Box's cloud content management capabilities by enabling organizations to set retention policies, legal holds, and security classifications on their content. It provides the guardrails companies need to help govern content in the cloud, without impacting the user's ability to get work done.

Here's how Box Governance does it:

Retention Management

Set global or folder-based retention policies to help ensure proper retention and disposition of business content in Box, to help meet internal or external compliance needs. Pick predefined retention schedules or select a custom amount of time. Choose what happens to the content upon completion of the policy, and who gets notified of these actions.



Defensible Discovery

Mitigate your legal risk, simplify eDiscovery processes, and help lower the costs of holding content in the face of litigation. Set legal holds on content individuals own or interact with in Box. Legal holds can either be set retroactively or in an ongoing manner to hold new content the user engages with. Additionally, Box's legal hold functionality enables you to connect Box Governance to existing eDiscovery tools as part of your larger eDiscovery efforts.



Security Classification

Help reduce your compliance concerns and the likelihood of data loss by protecting sensitive content with intelligent security policies. Set metadata labels on your files to provide visual indicators for users about the sensitivity of content and automatically limit the sharing permissions. Integrate Box Governance with Cloud Access Security Broker (CASB) vendors to automate classification in Box and map it to policies you've already built.



And More...

- **Upload, download, and sharing policies.** Content with sensitive information like credit card or Social Security Numbers can be moved to quarantine when it is loaded into Box and specific individuals can be notified. Admins or users can also be notified when sharing with pre-defined domains takes place or suspicious download behavior occurs.
- **Choose who can permanently delete the trash.** Define whether admins, admins and co-admins, everyone, or no one can permanently delete the trash. Without Governance, this defaults to everyone or no one.
- **Set domain whitelists.** Choose which external domains are approved to collaborate and share content with.
- **Compliance email archive.** Automatically archive email content to a specified location in Box.

Typical Use Cases For Box Governance

- Maintain Sec17a-4 & Sec17a-3 compliances for retaining records
- Retaining blueprints and other plans for 10 years post job completion
- Retaining current employee records for 3 years
- Retaining customer records for 7 years
- Placing proprietary product information and IP on legal hold
- Centralizing held content for attorney review during litigation
- Protecting PII and PHI in the cloud
- Preventing data leakage with security classifications

Address Your Cloud Governance Gap with Box

Today's governance challenge centers around providing users the access, sharing, and collaboration capabilities they need in the cloud—without compromising on security or impacting their ability to get work done. Companies must be able to securely collaborate with people they don't manage to fully leverage their extended enterprise. Businesses also need to identify, protect, and discover the right content while maintaining the document retention and disposition schedules to remain compliant. This is where Box Governance can help.



Box can provide an easy path to creation of consolidated data systems for the extended enterprise with its usable, highly secure and manageable platform. Box Governance helps companies address their critical governance concerns right out of the box.



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