



## Police Records Management

Design, analysis,  
planning, and  
oversight.

### CONSULTING

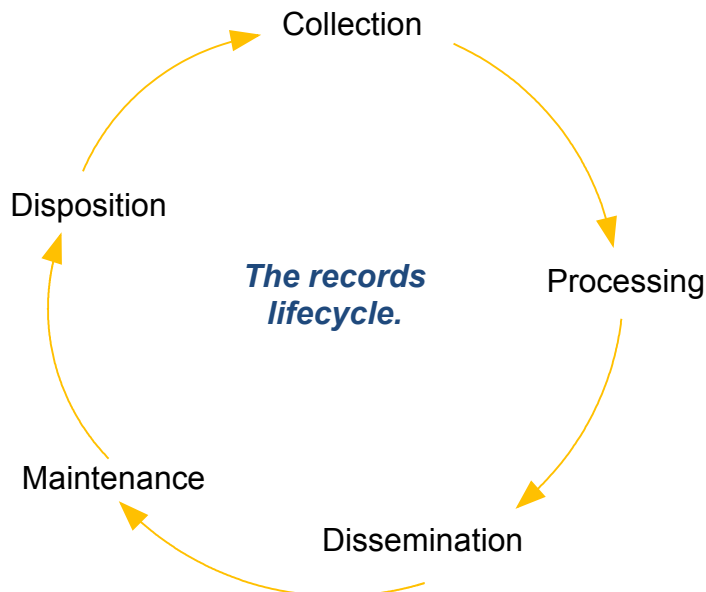
Provided by senior level law enforcement technology, communications, and records management professionals.

## Is it time to get organized and up to date? Become a model of information excellence.

You want the information you need at your fingertips. Quickly, efficiently, and ready to go. You need to improve the time and the ease of which it takes to store, locate, and distribute records and data. Welcome to PRI Management Group.

Through industry standards and our own law enforcement experience, we have become experts in police records management matters. Offering a full line of information management consulting and training services, we will get you organized, your space cleaned out, and your people on board.

Following records management standards we understand that organization in these key areas will bring you success:



### SOLUTIONS

- Records management plans.
- Policy and manual development.
- Disposition management.
- Public records law compliance.
- Workflow analysis and design.
- UCR & crime stat assessments.
- Lower report error rates.
- Information sharing solutions.
- Records retention services.
- Needs assessments.
- Technology integration.
- Vendor evaluation.

PRI MANAGEMENT GROUP





## Records Unit or Enterprise Wide Turnaround

Through systematic process reengineering we are able to lower average report turnaround times from 7 to 3 days, decrease error rates to an average of 5 percent, eliminate unnecessary workflow's, improve productivity, increase customer service, and improve internal and public access to police and public records.

- + Comprehensive agency wide or unit level records management analysis and design.
- + Retention schedule preparation
- + Disposal management.
- + Imaging and indexing solutions.
- + Filing system design.
- + Compliance oversight.

Owner and law enforcement veteran Edward Claughton is a foremost expert in police records and information management. His turnaround of a police records unit is gaining national attention and is singularly bringing professionalism to a new level in the field of law enforcement information management. He conveys the importance of stringent reporting standards for police departments through real world examples. As a selected speaker for the IACP, consultant, and training provider, he has helped numerous agencies in creating technology oriented and customer-focused records operations.



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## PRI Management Group

### CLIENT FOCUSED

We maintain relationships with our clients long after we are gone. Satisfaction is our goal.

### EXPERIENCED

We are law enforcement and stay current with industry standards and trends.

### INTEGRITY

Unlike large consulting firms, we don't work to drive up profits. We work to bring you success with our real world policing experience. Referrals are our hope.

